

MINUTES OF THE SPECIAL PLANNING COMMITTEE MEETING OF THE CITY OF NORTH BATTLEFORD HELD VIA ZOOM AND IN COUNCIL CHAMBERS, TUESDAY NOVEMBER 22ND, 2022 COMMENCING AT 5:00 P.M.

MEMBERS PRESENT:

Mayor	David Gillan
Councillors	Kelli Hawtin Thomas Ironstand Greg Lightfoot Kent Lindgren Ross MacAngus Len Taylor

ADMINISTRATION PRESENT:

Randy Patrick, City Manager
Stacey Hadley, City Clerk
Brent Nadon, Director of Finance
Lindsay Holm, Director of Protective Services
Cheryl DeNeire, Director of Parks & Recreation
Stewart Schafer, Director of Operations
Margarita Pena, Finance Manager
Seton Winterholt, Fleet & Maintenance Manager
Trevor Grey, Equipment Supervisor
Jeff Blanchard, Environmental Manager
Joe Gagne, Roadways and Waterworks Supervisor
Candace Toma, Public Relations Coordinator

Mayor Gillan called the meeting to order at 5:05 p.m.

AGENDA

24/22 BE IT RESOLVED That the Special Planning Committee Agenda for November 22nd, 2022, be approved.

Moved by Councillor Ironstand
CARRIED

NEW BUSINESS

CITY MANAGER/DIRECTOR OF FINANCE
Re: Proposed Budget Overview

The City Manager provided information to the Committee regarding the benefits associated with the implementation of a GIS Coordinator position noting that it enables the City to retain critical knowledge and data, and that it supports asset management as it relates to City infrastructure.



The Director of Finance provided a proposed budget overview noting that RCMP Costs, inflation, fuel costs and contracted wage increases comprise a significant portion of the proposed budget.

Discussion was held regarding the Industrial Price Index, supply chain challenges, and efforts made within the operational and capital budgets to reduce the proposed budget amount.

Re: General Government Overview

The Director of Finance reviewed the General Government budget and discussion was held regarding Enterprise Resource Planning Systems (ERP), the proposed GIS position and the reconciliation sidewalk budget request.

Planning Committee requested additional information regarding the actual year to date costs associated with the General Government expenses as follows:

- *salaries, wages and benefits;*
- *professional contractual services;*
- *maintenance, materials, and supplies; and,*
- *subscriptions and memberships.*

Committee recessed at 6:16 p.m. and reconvened at 6:24 p.m.

DIRECTOR OF OPERATIONS

Re: Operations/Infrastructure Overview

The Director of Operations reviewed the operations and infrastructure budgets, various challenges and the associated risk factors considered in each budgetary item.

Discussion was held regarding the following operational budget items: batteries for bollard solar lights, professional contractual services as it relates to drainage in Fairview and Parsons Industrial Parks, the costs associated with charging electric vehicles, the new grader lease, and the unbudgeted Journeyman Mechanic position.

Councillor L. Taylor left at 6:55 p.m.

Discussion was further held regarding storm water drainage in Parson's Industrial Park, and it was noted that in some cases property owners have changed slopping, filled in ditches and removed culverts causing storm water flooding.

Planning Committee requested additional information regarding the total cost and budgetary impact associated with the inclusion of a Journeyman Mechanic position.



Re: Waste Management Services

The Director of Operations reviewed the operational and capital budgets and discussion was held regarding recycling contamination, the costs and benefits associated with implementing scanning software in recycling trucks, and landfill decommissioning reserves.

Re: Water and Sewer Utility Services

The Director of Operations reviewed the water and sewer utility service budgets and discussion was held regarding the Power Plant and the Wastewater Treatment Plants water intake capacity, and the benefits associated with purchasing a backup generator.

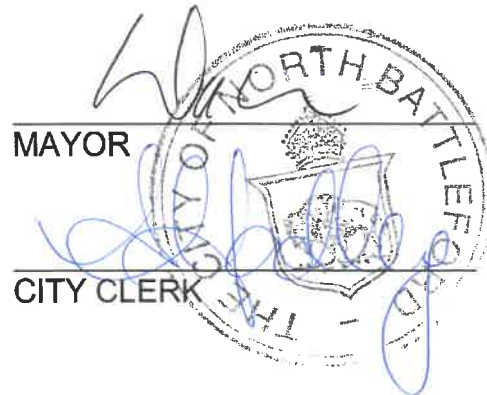
NEXT SPECIAL MEETING DATE – Monday, November 29th, 2022 @ 5:00 p.m.

ADJOURNMENT

25/22 BE IT RESOLVED That the meeting adjourn at 8:13 p.m.

Moved by Councillor Lightfoot
CARRIED

MAYOR



CITY CLERK

