



CITY OF ST. ALBERT
CITY COUNCIL
MEETING MINUTES - UNADOPTED

Special City Council Mtg - Immediately following Organizational Meeting

Tuesday, October 22, 2024

1:15 PM Council Chambers/Hybrid

1. Attendance (at start of meeting)

PRESENT:

Mayor Heron
Councillor Biermanski
Councillor Hughes
Councillor Killick
Councillor MacKay

VIA ZOOM:

Councillor Brodhead
Councillor Joly

STAFF PRESENT:

W. Fletcher, Chief Administrative Officer
D. McMordie, Managing Director, Corporate &
Emergency Services/Chief Financial Officer
D. Enger, Managing Director, Operations
A. Slaght, Managing Director, Infrastructure & Planning
M. Caufield, Director, Legal, Legislative & Records
Services/Chief Legislative Officer
G. Magyar, Acting Deputy City Clerk
R. McDonald, Legislative Officer

2. Adoption of Agenda

- 2.1 AR-24-336 Adoption of Agenda
Moved by Councillor MacKay
That the October 22, 2024 Agenda be adopted as presented.
CARRIED UNANIMOUSLY

5. Business Items - Requests for Decision

- 5.1 AR-24-442 CAO Presentation of the Proposed Financial Plan and 2025 Budget
Presented by: William Fletcher, Chief Administrator Officer
Moved by Councillor MacKay
That the proposed City of St. Albert Financial Plan and 2025 Budget be referred to the Committee of the Whole.
CARRIED UNANIMOUSLY
- 5.2 AR-24-334 2025 Budget Deliberation Process
Presented by: Marta Caufield, Chief Legislative Officer
Moved by Councillor Killick
That section 55 of the Procedure Bylaw 24/2022 be suspended for the 2025 Budget Deliberation to allow the addition of information as required without formally amending the agenda.
CARRIED UNANIMOUSLY
Moved by Councillor Killick
That consideration of proposed amendments to the proposed 2025 Operating and Capital Budgets made during presentations be automatically postponed without need of a motion to that effect, until all presentations have been completed.
That the Budget Information Requests and Postponed Motions received to date, set out as attachments to the

report dated October 22, 2024, entitled "2025 Budget Deliberation Process", are hereby accepted as presented and deemed fully a part of the 2025 Budget Deliberation Process as though they were read verbatim into the record.

That Council move into Committee of the Whole.
CARRIED UNANIMOUSLY

6. Recess to October 24, 2024 at 1:00 p.m.



CITY OF ST. ALBERT
COMMITTEE OF THE WHOLE
MEETING MINUTES - UNADOPTED

Continuation from Oct 22/24 Special City Council Mtg

Thursday, October 24, 2024

1:00 PM Council Chambers/Hybrid

1. Attendance (at start of meeting)

PRESENT

Mayor Heron
Councillor Biermanski
Councillor Hughes
Councillor Killick
Councillor MacKay

VIA ZOOM

Councillor Brodhead
Councillor Joly

STAFF PRESENT:

W. Fletcher, Chief Administrative Officer
D. McMordie, Managing Director, Corporate &
Emergency Services/Chief Financial Officer
D. Enger, Managing Director, Operations
A. Slaght, Managing Director, Infrastructure & Planning
M. Caufield, Director, Legal, Legislative & Records
Services/Chief Legislative Officer
C. Wong, Deputy City Clerk
R. McDonald, Legislative Officer

2. Adoption of Agenda

2.1 AR-24-460 Adoption of Agenda

Moved by Councillor MacKay

That the October 24, 2024 Agenda be adopted as presented.

CARRIED UNANIMOUSLY

4. Portfolio Overviews

Council, Executive Leadership Portfolio Overview presentations for the following departments were made by William Fletcher, Chief Administrative Officer:

Office of the CAO, Legal, Legislative & Records Services, and Government/Indigenous Relations & Environment.

Corporate & Emergency Services, Corporate Financing Portfolio Overview presentations for the following departments were made by Diane McMordie, Managing Director:

Emergency Services, Communication & Public Affairs, Financial & Strategic Services, Human Resources & Safety, Information Technology Services, and Corporate Financing.

6. New Budget Information Requests and Postponed Motions

6.1 AR-24-459 Increase to 2025 Municipal Election Budget Presented by: Marta Caufield, Director, Legal, Legislative and Records Services

Moved by Councillor Killick

That the following Postponed Motions be approved:

PM-25-009

That the operating budget for the 2025 Municipal Election be increased by \$469,500, of which \$74,000 is to be funded from the Election Reserve and \$395,500 is to be funded from the tax base.

PM-25-010

That the annual transfer to the Election Reserve be increased by \$157,500, to be funded from taxes to maintain the increased service levels for the 2029 election.

CARRIED UNANIMOUSLY

Committee recessed at 2:40 p.m.

Committee reconvened at 3:00 p.m.

4. Portfolio Overviews - continued

Planning & Infrastructure Services Portfolio Overview presentations for the following departments were made by Adryan Slaght, Managing Director:

Economic Development, Engineering Services, and Planning and Development.

5. Outside Agencies

Peter Bailey, CEO, and Donna Kawahara, Co-Chair, St. Albert Public Library, provided a presentation in regard to the library's 2025 Budget. Peter Bailey and Donna Kawahara answered questions of the Committee.

Ann Ramsden, Executive Director, and Ahmad Sanni, AHF Vice Chair, Arts and Heritage Foundation, provided a presentation in regard to the Arts and Heritage Foundation 2025 Budget. Ann Ramsden and Ahmad Sanni answered questions of the Committee.

7. Recess to October 29, 2024

The Chair recessed the meeting at 4:43 p.m. to 1:00 p.m. on October 29, 2024.



CITY OF ST. ALBERT
**COMMITTEE OF THE WHOLE
MEETING MINUTES - UNADOPTED**

Continuation from Oct 24/24 Committee of the Whole Mtg

Tuesday, October 29, 2024

1:00 PM Council Chambers/Hybrid

1. Attendance (at start of meeting)

PRESENT

Councillor Biermanski
Councillor Hughes
Councillor Killick
Councillor MacKay

ABSENT

Mayor Heron

VIA ZOOM

Councillor Brodhead
Councillor Joly

STAFF PRESENT:

W. Fletcher, Chief Administrative Officer
D. McMordie, Managing Director, Corporate &
Emergency Services/Chief Financial Officer
D. Enger, Managing Director, Operations
A. Slaght, Managing Director, Infrastructure & Planning
M. Caufield, Director, Legal, Legislative & Records
Services/Chief Legislative Officer
C. Wong, Deputy City Clerk
R. McDonald, Legislative Officer

Committee reconvened at 1:02 p.m. Deputy Mayor
Killick assumed the role of Chair and introduced CAO to
continue the Portfolio Overviews.

3. Continuation of Portfolio Overviews

Mayor Heron joined the meeting at 1:07 p.m. and resumed the Chair.

Operations Portfolio Overview presentations for the following departments were made by Diane Enger, Managing Director:

Community Services, Public Operations, Recreation & Parks, and Transit Services.

Committee recessed at 2:43 p.m.
Committee reconvened at 2:59 p.m.

Utilities Portfolio Overview presentation was made by Diane Enger, Managing Director.

5. Recess to November 25, 2024

The Chair recessed the meeting at 3:35 p.m. to 1:00 p.m. on November 25, 2024.



CITY OF ST. ALBERT
**COMMITTEE OF THE WHOLE
MEETING MINUTES - UNADOPTED**

Continuation from Oct 29/24 Committee of the Whole Mtg

Monday, November 25, 2024

1:00 PM Council Chambers/Hybrid

1. Attendance (at start of meeting)

PRESENT

Mayor Heron
Councillor Biermanski
Councillor Brodhead
Councillor Hughes
Councillor Killick
Councillor MacKay

VIA ZOOM

Councillor Joly

STAFF PRESENT:

W. Fletcher, Chief Administrative Officer
D. McMordie, Managing Director, Corporate &
Emergency Services/Chief Financial Officer
D. Enger, Managing Director, Operations
A. Slaght, Managing Director, Infrastructure & Planning
M. Caufield, Director, Legal, Legislative & Records
Services/Chief Legislative Officer
C. Wong, Deputy City Clerk
R. McDonald, Legislative Officer

2. Public Input

Lynette Reynolds, resident, addressed the Committee
in regard to the Botanic Park Paving-ENG-084 agenda

item.

Emily Baker, Arts Development Advisory Committee Chair, addressed the Committee in regard to the Public Art Reserve agenda item.

Ken Crutchfield, resident addressed the Committee in regard to the 2025 Budget. In particular, the RWP WEST - Meadowview Construction (Capital Project Charter for 2025-26 - RECR-050).

3. Consent Agenda

3.1 AR-24-466 Consent Agenda

Moved by Councillor Brodhead
That the recommendations in the following agenda reports be approved:

MUNICIPAL CAPITAL

5.4 PM-25-015 Council Desk Replacement

5.6 PM-25-018 Transit Shelters - TRAN-003

MUNICIPAL OPERATING

6.12 PM-25-025 Corporate Security Risk Mitigation

Operating Business Case

CARRIED UNANIMOUSLY

5. Municipal Capital

5.1 PM-25-008 Dog Waste Bag Dispensers

Notice given by: Councillor Hughes

Moved by Councillor Hughes

That dog waste bag dispensers are installed at the 40 off-leash areas and replace the current 60 locations across the city that have or had "good neighbour" bag filling stations, for a total capital cost up to \$30,000, including installation, and operating costs of \$9,000, to be funded

from the dog license registry fund, and that the level of service is updated to reflect these standards.

DEFEATED

For: 3 - Councillor Biermanski, Councillor Brodhead, and Councillor Hughes

Against: 4 - Mayor Heron, Councillor Joly, Councillor Killick, and Councillor MacKay

5.2 PM-25-038 Unfund the MES Bike Patrol

Notice given by: Councillor Biermanski

Moved by Councillor Biermanski

That MES Bike Patrol is unfunded.

DEFEATED

For: 2 - Councillor Biermanski, and Councillor Hughes

Against: 5 - Mayor Heron, Councillor Brodhead, Councillor Joly, Councillor Killick, and Councillor MacKay

5.3 PM-25-011 MES Bike Patrol Funding

Notice given by: Councillor Hughes

Moved by Councillor Hughes

That the MES Bike Patrol for \$12,000 is funded through the capital reserve.

CARRIED

For: 4 - Mayor Heron, Councillor Biermanski, Councillor Hughes, and Councillor MacKay

Against: 3 - Councillor Brodhead, Councillor Joly, and Councillor Killick

5.4 PM-25-015 Council Desk Replacement

Notice given by: Councillor Hughes

The following motion was approved on Consent Agenda:

That the council desk replacement, Coun-038 for \$105,000

is funded from the capital reserve.

5.5 PM-25-017 Website Enhancements - ITSV-015

Notice given by: Councillor Killick

The following motion was WITHDRAWN by Councillor Killick

That ITSV-015, Website enhancements of STALBERT.CA be moved from the municipal growth "unfunded" to a "funded" project for 2025.

5.6 PM-25-018 Transit Shelters - TRAN-003

Notice given by: Councillor Killick

The following motion was approved on Consent Agenda: That TRAN-003 transit shelters be moved from the municipal growth "unfunded" to the funded project for \$74,000 for 2025.

5.7 PM-25-019 Botanic Park Paving - ENGS-084

Notice given by: Councillor Killick

Moved by Councillor Killick

That ENGS-084 Botanic Park Paving be moved from the capital growth "unfunded" project to the funded project for design in 2025 for \$100,000.

CARRIED

For: 5 - Councillor Biermanski, Councillor Brodhead, Councillor Hughes, Councillor Killick, and Councillor MacKay

Against: 2 - Mayor Heron, and Councillor Joly

Moved by Councillor Killick

That ENGS-084 Botanic Park Paving be moved from the capital growth "unfunded" project to the funded project to advance construction for \$1,002,500 in 2026.

DEFEATED

For: 2 - Mayor Heron, and Councillor Killick

Against: 5 - Councillor Biermanski, Councillor Brodhead, Councillor Hughes, Councillor Joly, and Councillor MacKay

5.8 PM-25-024 Revision to ENGS-054
Notice given by: Councillor Killick
Moved by Councillor Killick
That ENGS-054 be revised to defer intersection St Albert Trail and St Anne / Sturgeon Rd detailed design to 2026 and construction to 2027 (or until Niche Construction is completed), and advance Boudreau Rd at Campbell Rd for detailed design in 2025 and construction in 2026.
CARRIED UNANIMOUSLY

5.9 PM-25-029 Neil Ross Road
Notice given by: Councillor Hughes
The following motion was WITHDRAWN by Councillor Hughes
That Neil Ross Road planning and design is approved, subject to Sturgeon County's financial commitment of 30% support of \$450,000 for this phase of the process.

5.10 PM-25-030 Chambers and Douglas Cardinal Boardroom Broadcasting Upgrade
Notice given by: Councillor Hughes
Moved by Councillor Hughes
That the Council Chambers electrical and broadcasting upgrade for \$175,000 and Douglas Cardinal Boardroom Broadcasting Upgrade for Council Chambers for \$118,000, as per BIR-24-001 is funded from the capital budget.
CARRIED

For: 5 - Councillor Biermanski, Councillor Brodhead, Councillor Hughes, Councillor Killick, and Councillor MacKay

Against: 2 - Mayor Heron, and Councillor Joly

- 5.11** PM-25-037 Marketing Specialist Contract
Notice given by: Councillor Hughes
- Moved by Councillor Hughes
That a Marketing Specialist Contract for up to \$90,000 is provided for Servus Place to develop and implement a marketing and incentive campaign that will assist in improving the overall revenue and memberships, to be funded from the stabilization reserve.
- CARRIED
- For: 5 - Councillor Biermanski, Councillor Brodhead, Councillor Hughes, Councillor Killick, and Councillor MacKay
- Against: 2 - Mayor Heron, and Councillor Joly

- 5.12** PM-25-042 CULTR - Founders Walk Phase 3
Notice given by: Councillor Biermanski
- Moved by Councillor Biermanski
That CULTR-Founders Walk Phase 3 is postponed until council is presented with a detailed design and cost breakdown for approval.
- DEFEATED
- For: 1 - Councillor Biermanski
- Against: 6 - Mayor Heron, Councillor Brodhead, Councillor Hughes, Councillor Joly, Councillor Killick, and Councillor MacKay

Committee recessed at 2:47 p.m.
Committee reconvened at 3:00 p.m.

For: 5 - Mayor Heron, Councillor Brodhead, Councillor Joly, Councillor Killick, and Councillor MacKay

Against: 2 - Councillor Biermanski, and Councillor Hughes

- 6.4** PM-25-007 Children’s Festival Budget
Notice given by: Councillor Joly
Moved by Councillor Joly
That \$20,000 be added to the Children’s Festival budget on an ongoing basis to support an artist to activate a space for the following years’ festival to be funded from the Public Art Reserve.
CARRIED

For: 5 - Mayor Heron, Councillor Brodhead, Councillor Joly, Councillor Killick, and Councillor MacKay

Against: 2 - Councillor Biermanski, and Councillor Hughes

- 6.5** PM-25-014 Electrical Safety Codes Officer
Notice given by: Councillor Hughes
The following motion was WITHDRAWN by Councillor Hughes
That the expected increased revenue of \$xx,xxx from user fees as a result of the hiring of the Electrical Safety Codes Officer is applied to reduce the 2025 tax base.

- 6.6** PM-25-020 Local Transit Fares
Notice given by: Councillor Joly
The following motion was TABLED by Councillor Joly
That local transit fares are eliminated as a permanent service level and that the \$280,000 reduction in revenue is reflected in the 2025 budget.

Notice given by: Councillor Hughes

Moved by Councillor Hughes

That the 2025 tax base is reduced by \$50,000 to recognize that the proposed Facilities Services HVAC position removes the previous requirement for contract services.

CARRIED

For: 4 - Mayor Heron, Councillor Biermanski, Councillor Brodhead, and Councillor Hughes

Against: 3 - Councillor Joly, Councillor Killick, and Councillor MacKay

6.12 PM-25-025 Corporate Security Risk Mitigation Operating Business Case

Notice given by: Councillor Hughes

The following motion was approved on Consent Agenda: That the \$70,000 for contracted services included in the 2025 budget for the Corporate Security Risk Mitigation operating business case be funded through the Growth Stabilization Reserve and not through assessment growth.

6.13 PM-25-027 Community Services Subsidy Program

Notice given by: Councillor Hughes

Moved by Councillor Hughes

That the increase to the Community Services Subsidy Program for \$200,000 is unfunded and the funds are used to decrease the 2025 tax base.

CARRIED UNANIMOUSLY

6.14 PM-25-031 Community Services Subsidy Program Decrease

Notice given by: Councillor Hughes

The following motion was WITHDRAWN by Councillor Hughes

That the increase to the Recreation and Culture Subsidy Program is decreased from \$200,000 to \$75,000 and the

savings are used to decrease the 2025 tax base.

- 6.15** PM-25-028 Community Services Subsidy Program Base Budget Reduction
Notice given by: Councillor Hughes

The following motion was WITHDRAWN by Councillor Hughes

That the Community Services Subsidy Program base budget is reduced by \$217,000, to reflect only required funded for lost revenue from limited space availability program subsidy and that transit passes and fitness memberships do not require taxpayer funding to provide this opportunity to eligible applicants and that the eligibility and service levels are maintained.

- 6.16** PM-25-033 St. Albert Public Library 2025 Funding
Notice given by: Councillor MacKay

Moved by Councillor MacKay

That the Library’s funding for 2025 be increased by \$112,000 to be funded from the municipal tax levy with the intent that the money be used to increase the operational hours at the Jensen Lakes library.

CARRIED

For: 4 - Mayor Heron, Councillor Joly, Councillor Killick, and Councillor MacKay

Against: 3 - Councillor Biermanski, Councillor Brodhead, and Councillor Hughes

- 6.17** PM-25-034 Planning and Engineering Permit & Licenses and Sales and Revenue
Notice given by: Councillor Hughes

Moved by Councillor Hughes

That the Planning and Engineering Permit & Licenses and Sales and Revenue is increased by 15%, or an additional \$542,000, to reflect the increased number of permits

issued in 2024 and expected strong number of permits for 2025, and that the increase in expected revenue is applied to decrease the 2025 tax base.

CARRIED

For: 4 - Councillor Biermanski, Councillor Brodhead, Councillor Hughes, and Councillor MacKay

Against: 3 - Mayor Heron, Councillor Joly, and Councillor Killick

6.18 PM-25-035 Land Coordinator Position
Notice given by: Councillor Hughes

The following motion was WITHDRAWN by Councillor Hughes

That the Land Coordinator Position for \$83,400 is unfunded.

6.19 PM-25-040 Subsidy for the Servus Place Deficit
Notice given by: Councillor Hughes

Moved by Councillor Hughes

That the subsidy for the Servus Place deficit is reduced by \$120,000, to reflect the anticipated increase in memberships at a rate of 50% of the previous 2023-2024 annual membership increases, to be applied to reduce the 2025 tax base.

CARRIED UNANIMOUSLY

6.20 PM-25-041 Reduced Subsidy for Servus Place Deficit
Notice given by: Councillor Hughes

Moved by Councillor Hughes

That the subsidy for the Servus Place deficit is reduced by \$50,000 to match the 2024 actual deficit after anticipated increased one-time costs expected for 2025, to be applied to reduce the 2025 tax base.

CARRIED

For: 5 - Councillor Biermanski, Councillor Brodhead, Councillor Hughes, Councillor Killick, and Councillor MacKay

Against: 2 - Mayor Heron, and Councillor Joly

6.21 PM-25-043

Asset Management Coordinator-HUB

Notice given by: Councillor Biermanski

Moved by Councillor Biermanski

That Asset Management Coordinator-HUB is unfunded and funds are returned to the growth reserve.

DEFEATED

For: 1 - Councillor Biermanski

Against: 6 - Mayor Heron, Councillor Brodhead, Councillor Hughes, Councillor Joly, Councillor Killick, and Councillor MacKay

6.22 PM-25-044

Department Operation Budget Decrease

Notice given by: Councillor Biermanski

Moved by Councillor Biermanski

That the total operating budget across of the 5 major departments' budgets - General Government, Planning and Engineering, Emergency Services, Community and Recreation Services, and Public Operations, is decreased by a total \$50,000, (or an average decrease of \$10,000 from each major department budget) without decreasing any service levels, with the savings to be applied to lower the 2025 tax base.

DEFEATED

For: 2 - Councillor Biermanski, and Councillor Hughes

Against: 5 - Mayor Heron, Councillor Brodhead, Councillor Joly, Councillor Killick, and Councillor MacKay

7. Business Items

7.1 PM-25-045 Omnibus
Notice given by: Mayor Heron

Moved by Mayor Heron
That Administration adjust the proposed 2025 Municipal and Utility operating and capital budgets based on all late-breaking changes or discovered discrepancies including the following:
That the Library be funded in the amount of \$4,827,800.
That the Arts & Heritage Foundation be funded in the amount of \$1,939,800
That the Revenue for Culture Branch in Community Services is increased by \$50,000 for increased ticket fee revenue to reflect current trending.
CARRIED UNANIMOUSLY

7.2 AR-24-591 Completion of Budget Deliberations
Presented by: Anne Victoor, Director, Financial and Strategic Services

Moved by Councillor Hughes
That Council move out of Committee of the Whole
CARRIED UNANIMOUSLY

Moved by Councillor Hughes
That Administration prepare the 2025 proposed Municipal and Utility Operating Budgets, the proposed Municipal & Utility Capital Budgets and any associated bylaws, in accordance with the direction provided in the November/December Committee of the Whole deliberations and previous Repair, Maintenance & Replacement (RMR) decisions and Fees & Charges decisions, all for consideration by Council on December 17, 2024.
CARRIED UNANIMOUSLY

8. Adjournment

The Mayor adjourned the meeting at 5:48 p.m.

MAYOR

CHIEF LEGISLATIVE OFFICER