

**A meeting of the Budget Committee was held on Monday, January 21, 2013 at 5:15 p.m. in the Scoop Lewry Room, 2<sup>nd</sup> Floor, City Hall.**

PRESENT: Mayor Higgins  
Coun. Boyle  
Coun. Eby  
Coun. Luhning  
Coun. Kirkpatrick  
Coun. Mitchell

ADMIN: Garry McKay, City Manager  
Myron Gulka-Tiechko, City Clerk/Solicitor  
Jody Hauta, Director of Parks and Recreation  
Brian Acker, Director of Financial Services  
Mahabub Zaman, Acting Director of Engineering Services  
Al Bromley, Director of Human Resource Services  
Garth Palmer, Fire Chief

MEDIA: Moose Jaw Times Herald  
CHAB

The meeting of the Budget Committee was called to deal with the following items:

1. Report dated January 2, 2013 from the Financial Services Department, **re: Operating Budget Approval Process.**
  - a) Presentations of Department Business Plans.

**Referred Matters:**

2. Report (Communication #134) dated December 10, 2012 from the City Manager, re: **2013 Operating Budget Estimates.**  
Res. #795 from the December 17, 2012 City Council Meeting:  
*“THAT the 2013 Operating Budget estimates be referred to the Budget Committee for a detailed review.” (Please bring your 2013 Preliminary Operating Budget binder distributed with the December 17, 2012 City Council agenda package)*
3. Report (Communication #133) dated December 12, 2012 from Mayor Deb Higgins, Chair, Moose Jaw Board of Police Commissioners, re: **Police Service Operating Budget Submission for the Year 2013.**  
Res. #794 from the December 17, 2012 City Council Meeting:  
*“THAT the 2013 Police Service Operating Budget, along with accompanying documentation, be referred to the Budget Committee for deliberations.”*
4. Letter (Communication #124) dated November 9, 2012 from Karon Selzer, Head Librarian, Moose Jaw Public Library, re: **2013 Operating Budget Estimates for the Public Library**  
Res. #694 from the October 17, 2011 City Council Meeting:  
*“THAT Communication #124 being a letter dated November 9, 2012 from Karon Selzer, Head Librarian, presenting the estimates for the 2013 Public Library*

*Operating Budget be referred to City Council's Budget Committee for consideration during Operating Budget deliberations."*

**5. Moose Jaw-South Central RIC**

Res. #817 from the December 17, 2012 City Council Meeting:

*"THAT letter dated December 4, 2012 from Christine Boyczuk, Coordinator, Moose Jaw-South Central RIC be referred to the Parks and Recreation Advisory Committee as information; and*

*THAT the request from the Moose Jaw-South Central RIC be referred to Budget Committee."*

**6. Parking Ban During Snow Events**

Res. #215a from the March 19, 2012 City Council Meeting:

"THAT the following motion:

*"THAT Administration be directed to provide a report to Executive Committee or Committee of the Whole to discuss the options of a systematic parking ban during snow events in order that City streets can be plowed with more efficiency."*

be referred to 2013 Operating Budget discussions."

**7. Communication #72 – 2011 Audited Financial Statements**

Res. #535a from the August 7, 2012 City Council Meeting:

"THAT the following motion:

*"THAT a contribution of \$393,000 be made from the Accumulated Surplus to establish an Infrastructure Reserve Fund."*

be referred to a Budget Committee meeting where Council determines the definition and policy parameters of this Infrastructure Reserve Fund."

**Call to Order**

Mayor Higgins, Chairperson called the meeting to order at 5:15 p.m.

**Re: Operating Budget Approval Process**

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Considered was a report dated January 2, 2013 from the Financial Services Department to provide Budget Committee with an outline of the budget approval process and the motions necessary for budget approval.

The following Department Business Plan presentations were made: City Clerk's Office, City Manager's Office, Engineering Department, Department of Financial Services, Fire Services, Human Resource Services, Parks and Recreation Department, and Performance Management.

44 Moved by Coun. Mitchell  
THAT report dated January 2, 2013 from the Financial Services Department, be tabled pending further deliberations.

Carried.

**Re: Procedural Matter**

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45 Moved by Coun. Eby  
WHEREAS Section 12 (6) of The Procedure Bylaw No. 5176 requires that minutes of standing committees be directed to the next regular meeting of City Council for review; and

WHEREAS City Council is desirous of dealing with all Operating Budget related motions at a single meeting; and

WHEREAS Section 53 of The Procedure Bylaw No. 5176 enables the suspension of any rule of procedure on passage by a two-thirds majority of members present.

THEREFORE BE IT RESOLVED that City Council direct the City Clerk to hold the minutes of all Budget Committee meetings and place them on a Regular City Council agenda after Council has completed its detailed review of the 2013 Operating Budget.

Carried.

46 Moved by Coun. Boyle  
THAT the meeting now adjourn.

Carried.

The meeting adjourned at 7:15 p.m.

Respectfully submitted,

(Sgd.) Mayor Higgins  
Chairperson