



CITY OF PRINCE ALBERT

EXECUTIVE COMMITTEE REGULAR MEETING

AGENDA

**MONDAY, SEPTEMBER 12, 2022, 4:00 PM
COUNCIL CHAMBER, CITY HALL**

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

- 4.1 August 15, 2022 Executive Committee Meeting Minutes for Approval (MIN 22-62)

5. DELEGATIONS

- 5.1 Request to Implement Wastewater Energy Recovery Solutions (CORR 22-85)

Virtual Presentation: Dimitri Kourles, Chief Executive Officer, Saskatchewan Renewable Energy Solutions Inc.

- 5.2 Concerns regarding Procedure & Communications (CORR 22-86)

Verbal Presentation: Evert Botha

6. CONSENT AGENDA

- 6.1 Prince Albert Golf & Curling Centre - Request for City to Pay Utility Costs (CORR 22-89)

- 6.2 Sisters of the Presentation of Mary - Notice of Sale for 1405 Bishop Pascal Place (CORR 22-90)
- 6.3 Follow-up on Alternate Location for The Mustard Seed's Emergency Shelter & Support Centre (CORR 22-91)
- 6.4 Landfill Gas Collection Feasibility (RPT 22-351)
- 6.5 School Zone and Area Review (RPT 22-353)
- 6.6 Response to May 2022 Account Payable Payments Inquiries (RPT 22-332)
- 6.7 June 2022 Accounts Payable Payments (RPT 22-349)
- 6.8 August 2022 Updated Status on Capital Projects (RPT 22-356)
- 6.9 August 22, 2022 Management Committee Meeting Minutes (MIN 22-63)
- 6.10 September 7, 2022 Community Services Advisory Committee Meeting Minutes (MIN 22-68)

7. REPORTS OF ADMINISTRATION & COMMITTEES

- 7.1 City Hall Main Boardroom Renovation (RPT 22-315)
Verbal Presentation: Renee Horn, Executive Assistant, Mayor's Office
- 7.2 2022 Roofing Report (RPT 22-329)
Verbal Presentation: Don Cheeseman, Facilities Project Coordinator
- 7.3 Culture Plan (MCAP) Update (RPT 22-360)
PowerPoint Presentation: Judy MacLeod Campbell, Arts & Culture Coordinator
- 7.4 Public Art Update (RPT 22-361)
PowerPoint Presentation: Judy MacLeod Campbell, Arts & Culture Coordinator
- 7.5 State of the Playgrounds Update 2022 (RPT 22-362)
PowerPoint Presentation: Timothy Yeaman, Parks & Open Spaces Manager
- 7.6 Rates & Fees - Community Services Department (RPT 22-363)
PowerPoint Presentation: Curtis Olsen, Sport & Recreation Manager

7.7 2023 Rates & Fees - Cooke Municipal Golf Course (RPT 22-358)

Verbal Presentation: Jody Boulet, Director of Community Services

7.8 2021 Property Taxes for 3600 - Highway 55 East (RPT 22-339)

Verbal Presentation: Vanessa Vaughan, City Assessor

7.9 Bylaw No. 20 of 2022 – District Official Community Plan Amendment (RPT 22-336)

Verbal Presentation: Craig Guidinger, Director of Planning & Development Services

8. UNFINISHED BUSINESS

9. ADJOURNMENT



City of
Prince Albert

MIN 22-62

MOTION:

That the Minutes for the Executive Committee Regular and Incamera Meetings held August 15, 2022, be taken as read and adopted.

ATTACHMENTS:

1. Regular Minutes
2. Incamera Minutes



CITY OF PRINCE ALBERT

EXECUTIVE COMMITTEE REGULAR MEETING

MINUTES

**MONDAY, AUGUST 15, 2022, 2:05 P.M.
COUNCIL CHAMBER, CITY HALL**

PRESENT:

Mayor Greg Dionne
Councillor Charlene Miller
Councillor Terra Lennox-Zepp
Councillor Dennis Ogradnick
Councillor Blake Edwards
Councillor Dawn Kilmer
Councillor Ted Zurakowski

Terri Mercier, City Clerk
Sherry Person, City Manager
Kris Olsen, Fire Chief
Mitchell J. Holash, Q.C., City Solicitor
Kiley Bear, Director of Corporate Services
Jody Boulet, Director of Community Services
Ramona Fauchoux, Director of Financial Services
Mohammad Kraishan, Acting Director of Public Works
Craig Guidinger, Director of Planning and Development Services

1. CALL TO ORDER

Councillor Kilmer, Chairperson, called the meeting to order.

2. APPROVAL OF AGENDA

0189. **Moved by:** Mayor Dionne

That the Agenda for this meeting be approved, with the following amendments, and, that the presentations, delegations and speakers listed on the Agenda be heard when called forward by the Chair:

1. That Item No. 5.4 with respect to CORR 22-85 Request to Implement Wastewater Energy Recovery Solutions, be postponed for consideration at the September 12, 2022 Executive Committee meeting; and,
2. That Item No. 5.5 with respect to CORR 22-86 Concerns regarding Procedure & Communications, be postponed for consideration at the September 12, 2022 Executive Committee meeting.

Absent: Councillors Cody and Head

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

0190. **Moved by:** Councillor Miller

That the Minutes for the Executive Committee Public and Incamera Meetings held July 18, 2022, be taken as read and adopted.

Absent: Councillors Cody and Head

CARRIED

5. DELEGATIONS

5.1 Community Social Action Plan - Prince Albert Community Networking Coalition (CORR 22-81)

Verbal and PowerPoint Presentations were provided by Craig Guidinger, Director of Planning and Development Services, Delphine Melchert, Coordinator, Prince Albert Community Networking Coalition and Bill Powlinsky.

0191. **Moved by:** Councillor Zurakowski

That CORR 22-81 be received as information and filed.

Absent: Councillors Cody and Head

CARRIED

5.2 Community Social Action Plan - Prince Albert Urban Indigenous Coalition (CORR 22-82)

Verbal Presentations were provided by Dawn Robins and Samantha Mark.

0192. **Moved by:** Mayor Dionne

That CORR 22-82 be received as information and filed.

Absent: Councillors Cody and Head

CARRIED

5.3 Community Social Action Plan - Community Building Youth Futures of Prince Albert (CORR 22-83)

PowerPoint Presentation was provided by Nicole Matheis, Community Engagement Coordinator and Ananda Nelson, Community Building Youth Futures of Prince Albert.

0193. **Moved by:** Councillor Edwards

That CORR 22-83 be received as information and filed.

Absent: Councillors Cody and Head

CARRIED

6. CONSENT AGENDA

- 6.2 Request for Tax Exemption or Reduction of 2021 Property Taxes for 67 - 13th Street East (CORR 22-87)

That CORR 22-87 be received and referred to the Financial Services Department.

- 6.3 April 2022 Account Payable Payments (RPT 22-285)

That RPT 22-285 be received as information and filed.

- 6.7 Renovations to the Court of Queen's Bench (RPT 22-287)

That RPT 22-287 be received as information and filed.

- 6.8 Update on the Review of Alternate Locations for the Mustard Seed's Support Centre and Emergency Shelter (RPT 22-304)

That RPT 22-304 be received as information and filed.

- 6.9 July 2022 Updated Status on Capital Projects (RPT 22-314)

That RPT 22-314 be received as information and filed.

0194. **Moved by:** Councillor Ogradnick

That the Consent Agenda Item Nos. 6.2, 6.3 and 6.7 to 6.9 be received as information and referred, as indicated.

Absent: Councillors Cody, Head and Mayor Dionne

CARRIED

- 6.1 Request to Reimburse Portion of 2021 Property Taxes for 3600 - Highway 55 East (CORR 22-84)

0195. **Moved by:** Councillor Lennox-Zepp

That CORR 22-84 be received and referred to the Financial Services Department for review and report.

Absent: Councillors Cody and Head

CARRIED

Councillor Ogradnick assumed the Chair.

6.4 May 2022 Account Payable Payments (RPT 22-286)

0196. **Moved by:** Councillor Kilmer

That the Financial Services Department forward a report providing details of payables for the following Vendors for consideration by members of Council at an upcoming Executive Committee meeting:

1. Vendor No. 130 – Chartered Professional Accountants of Alberta – \$2,919;
2. Vendor No. 192 – Honda Canada Finance Inc. – \$1,451.96; and,
3. Vendor No. 466 – Dairy Queen – \$15.74.

Absent: Councillors Cody and Head

CARRIED

Councillor Kilmer resumed the Chair.

6.5 2022 Q2 Financial Reporting - Miscellaneous Funds (RPT 22-310)

0197. **Moved by:** Councillor Lennox-Zepp

That RPT 22-310 be received as information and filed.

Absent: Councillors Cody and Head

CARRIED

6.6 2022 Q2 Financial Reporting - General Fund (RPT 22-311)

0198. **Moved by:** Councillor Lennox-Zepp

That RPT 22-311 be received as information and filed.

Absent: Councillors Cody and Head

CARRIED

7. REPORTS OF ADMINISTRATION & COMMITTEES

7.1 15th Street Parking Removal (Update) (RPT 22-318)

Verbal Presentation was provided by Evan Hastings, Transportation and Traffic Manager.

0199. **Moved by:** Councillor Zurakowski

That the following be forwarded to an upcoming City Council meeting for consideration:

That the removal of all On-Street Parking, including fourteen (14) metered Parking Stalls and an Unloading Zone on 15th Street between 1st Avenue West and 1st Avenue East, be approved.

Absent: Councillors Cody and Head

CARRIED

7.2 Naming of City Park Spaces (RPT 22-317)

Verbal Presentation was provided by Jody Boulet, Director of Community Services.

0200. **Moved by:** Mayor Dionne

That the following be forwarded to an upcoming City Council meeting for consideration:

That the Naming of City Park Spaces, as identified on the Map attached to RPT 22-317, be approved.

Absent: Councillors Cody and Head

CARRIED

8. UNFINISHED BUSINESS

9. ADJOURNMENT – 4:04 P.M.

0201. **Moved by:** Councillor Zurakowski

That this Committee do now adjourn.

Absent: Councillors Cody and Head

CARRIED

COUNCILLOR TERRA LENNOX-ZEPP
CHAIRPERSON

CITY CLERK

MINUTES ADOPTED THIS 12TH DAY OF SEPTEMBER, A.D. 2022.



City of
Prince Albert

CORR 22-85

TITLE: Request to Implement Wastewater Energy Recovery Solutions

DATE: August 9, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

That the Correspondence be received as information and filed.

PRESENTATION: Virtual by Dimitri Kourles, Founder/Chief Executive Officer, Saskatchewan Renewable Energy Solutions Inc.

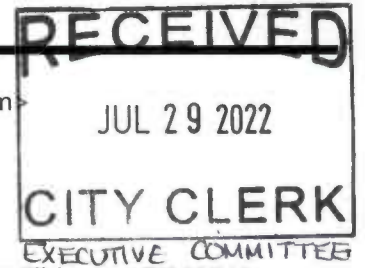
ATTACHMENTS:

1. Email received July 29, 2022
2. Email received August 9, 2022

Written by: Dimitri Kourles, Founder/Chief Executive officer, Saskatchewan Renewable Energy Solutions Inc.

Savannah Price

From: Dimitri Kourles <dimitri@saskrenewableenergysolutions.com>
Sent: Friday, July 29, 2022 11:50 AM
To: Mayor; City Clerk
Cc: Peter K; Lynn Mueller
Subject: SK x SHARC Wastewater Energy Recovery Presentation
Attachments: Seven35 Brochure.pdf; Lake Louise Brochure.pdf; Wall Centre Slide.png; PIRANHA Brochure.pdf; DC Water Brochure.pdf; SHARC Brochure.pdf



Some people who received this message don't often get email from dimitri@saskrenewableenergysolutions.com. [Learn why this is important](#)

Good afternoon, Mayor Dionne, and City Councillors of Prince Albert,

My name is Dimitri Kourles from Saskatchewan Renewable Energy Solutions Inc., representative firm for SHARC Energy Systems in the Province.

I wanted to reach out today regarding the opportunity to give a complete, in-depth presentation on SHARC's Wastewater Energy Recovery Solutions. These systems will be able to help the City of Prince Albert create low carbon retrofits/new construction, as well as lay the foundation for shared wastewater energy recovery districts/neighbourhoods. I am confident the Leadership Team at the City of Prince Albert will find this presentation very insightful, as the PIRANHA system will be able to assist the newly planned community centre reach net-zero, combining with other energy efficiency measures.

The PIRANHA system is for Individual Buildings, such as: community centers, hospitals, care homes, hotels, and mixed-use residential; providing up to 100% of hot water, as well as simultaneous heating or cooling to common areas. Whereas the larger SHARC wastewater energy recovery & filtration system helps service district/neighborhood energy systems with high wastewater flow rates, helping provide heating, cooling, and hot water to a network of residential, commercial, and industrial buildings with heat pumps.

The presentation will detail the process, function, and numerous environmental and economic benefits that can be supplied for the City of Prince Albert through wastewater energy recovery, in the form of: carbon reduction, validated carbon credits as a city revenue source, energy cost savings, and the ability to run/own a utility all-or-in-part; in the scenario where a district energy system provides heating, cooling and hot water to a network of buildings, as seen in Denver, CO and False Creek, BC.

PIRANHA Video (Individual Buildings): [PIRANHA wastewater heat pump - How it works](#)

SHARC Video (District Energy): [National Western Center - North America's Largest Wastewater Energy District](#)

Please see the attached digital brochures for more preliminary information.

We and SHARC look forward to having the chance to share this presentation with the City of Prince Albert.

Best regards,

**Recommended
Disposition:**

Receive as
info + file

Dimitri Kourles

Dimitri Kourles

Founder/CEO

Saskatchewan Renewable Energy Solutions Inc.



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Regina, SK S4S 7J4

dimitri@saskrenewableenergysolutions.com

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<http://www.saskrenewableenergysolutions.com>

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Seven35. North Vancouver B.C.

Multi-Award Winning Sustainable Townhomes

The Seven35 building on the North shores of Vancouver is a multi-award winning development and is the first installation of the PIRANHA wastewater heat recovery system.

At the forefront of sustainable building, Seven35 has aggressively adopted several SHARC beta installations and became a key proving ground of SHARC and PIRANHA efficiency to the world (see EPRI Incubate Energy Challenge.)

In March 2020 the 60 sustainable, two-story townhomes installed a PIRANHA T10 HC which uses wastewater to recover and save homeowners up to 75% in energy costs.



SITE INFO

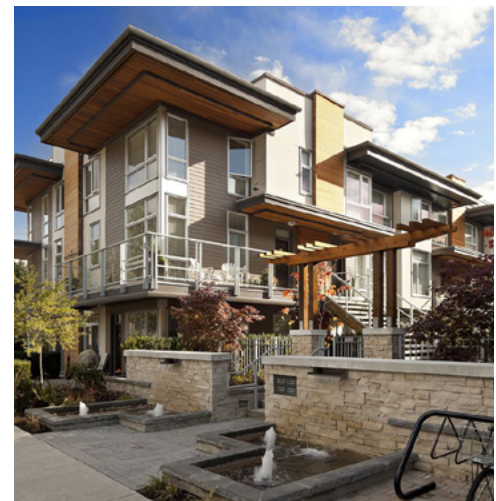
PIRANHA T10 HC

MULTI-FAMILY RESIDENTIAL
60 TOWNHOMES
JUNE 2012 · SHARC 660
APRIL 2016 · PIRANHA T10
MARCH 2020 · PIRANHA T10 HC

PRODUCT INSTALLED
PROJECT TYPE
PROJECT SIZE
COMMISSIONED

ADERA
STANTEC CONSULTING LTD.
INTEGRA ARCHITECTURE

DEVELOPER
ENGINEER
ARCHITECT



QUICK FACTS

Built Green Gold



LEED Platinum

Canadian Home Builders' Association



Most energy efficient and sustainable community

Installed heat capacity of 120,000 Btu/h

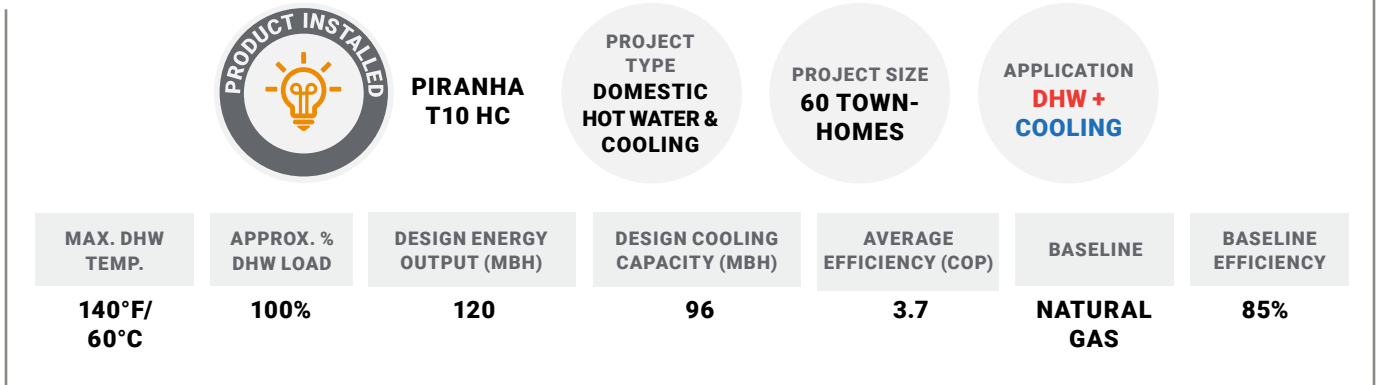
Energy savings of 75%

GHG production reduced by 90%

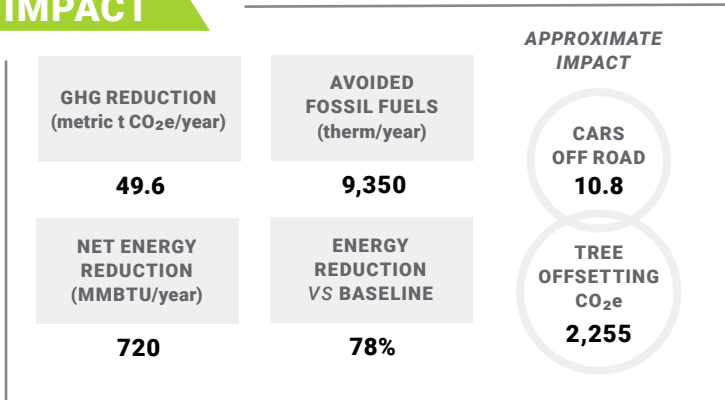
The average water usage per town home is 250 gallons per day at an average exiting temperature of 20°C (68°F).

Seven35.

SPECS & PERFORMANCE



IMPACT



GLOSSARY

DHW • DOMESTIC HOT WATER
COP • COEFFICIENT OF PERFORMANCE
 AVERAGE EFFICIENCY (i.e. 3.7=370%)

HEATING ASSUMPTIONS
 BOILER AT OPTIMUM CONDENSING

SITE OF
EPRI INCUBATENERGY CHALLENGE PILOT



Check out the pilot results at:
sharcenergy.com/incubatenergy/



Lake Louise Inn. Alberta



SITE INFO

PIRANHA T10

HOSPITALITY & LAUNDRY
247 ROOMS
SEPTEMBER 2018

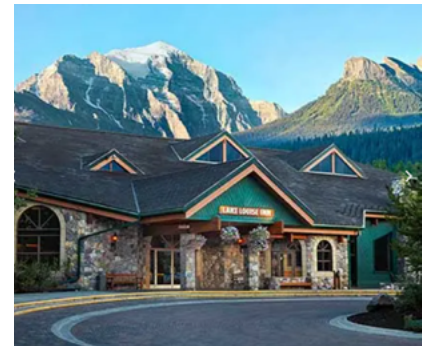
PRODUCT
INSTALLED
PROJECT TYPE
PROJECT SIZE
COMMISSIONED

Commercial Laundry in Beautiful Banff

Lake Louise Inn (LLI) is a 247 room resort nestled within the breathtaking Rocky Mountains in Banff National Park, part of a UNESCO World Heritage Site.

Utilizing a **PIRANHA T10** to collect the hot wastewater discharge from their laundry systems, Lake Louise reduced their laundry water heating energy demand by as much as 45%.

Their **PIRANHA T10** wastewater heat recovery system intercepts laundry room wastewater, extracts heat from it and uses that heat to offset the energy required by the hotel to heat water for the laundry.



QUICK FACTS

137 MWh/year
heat output

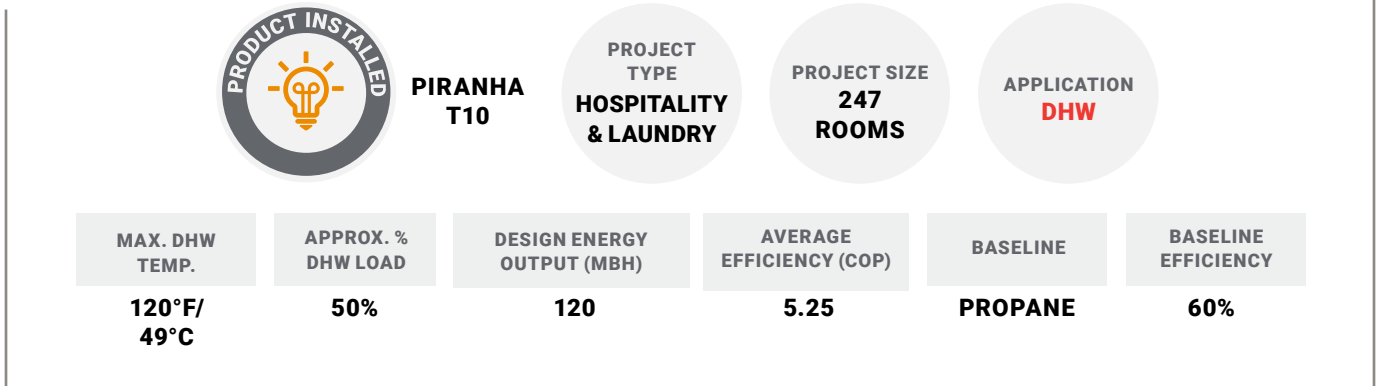
PIRANHA
significantly reduced
load and runtime
of boilers

32,000 litres
of propane
saved per year

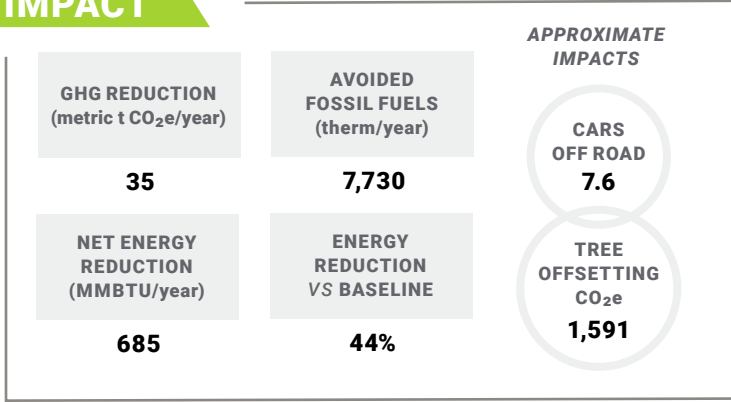
Lake Louise Inn's
laundry room
hot water
is propane heated

Lake Louise Inn.

SPECS & PERFORMANCE



IMPACT



GLOSSARY

DHW • DOMESTIC HOT WATER
COP • COEFFICIENT OF PERFORMANCE
 AVERAGE EFFICIENCY (i.e. 3.7=370%)

HEATING ASSUMPTIONS
 BOILER AT OPTIMUM CONDENSING

RESULTS

FROM 2 WEEK AUDITED TRIAL (2018)

- ✓ Ran an average of **10.7 hours per day**
- ✓ PIRANHA **output 375 kWh of heat per day** (1.28 million BTU) the equivalent of heating nearly 6,500 litres (1,700 US gallons) of water from 10 to 60°C (50 – 140°F)
- ✓ PIRANHA **reduced propane requirement** by 1,240 litres (327 gallons) the equivalent of 1.93 tonnes of CO₂e



Contact SHARC to find out more!

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Wall Center Central Park

Vancouver, BC



SHARC

CASE STUDY

- Two-Phase Development by Wall Financial in Vancouver
- Phase 1 – 700 Residential Units,
 - **SHARC 660 system**
 - Commissioned Summer 2017
- Phase 2 – 350 Residential Units,
 - **2-qty PIRANHA T10 units** running in parallel
 - Commissioned Summer 2018

Wall
FINANCIAL
CORPORATION



- **Approximately 69,000 Therms Total Natural Gas Reduction**
- **GHG emission reductions of approximately 375 t CO₂e/year across both phases**

- Both systems provide domestic hot water preheating
- SHARC and PIRANHAs contributed to LEED® Gold certification of the building



PIRANHA™ series

All-In-One Heat Pump for Wastewater Heat Recovery and Cooling

The PIRANHA is a specialized water-to-water heat pump that recovers energy directly from wastewater and uses this source energy to produce hot water. The hot water produced through the unit is typically used for potable domestic hot water (DHW) purposes, however it can also be used for hydronic heating or alternate hot water demand purposes.

The PIRANHA features a specially designed evaporator to recover and transfer energy directly from wastewater into a refrigeration circuit, paired with an NSF-372 rated double-wall vented brazed plate heat exchanger (condenser) to transfer the energy directly into potable water.



INTERESTED IN REBATES?
CONTACT US!



★ KEY FEATURES

- All-in-one unit, includes custom heat exchanger inside
- Odor-free
- Simple maintenance & service
- Simultaneous Heating and Cooling (HC model)
- Long life span
- Remotely monitored and managed
- Quiet operation
- Multiple units can be installed in parallel
- Optimized for multi-family residential & light commercial applications
- Does not require macerator or pre-filtration
- Designed to utilize black and grey water
- Programmable to use energy off peak hours
- Fits through double doors to support retrofitting

BEST SUITED FOR

MEDIUM-SIZED HEAT TRANSFER APPLICATIONS



COMMERCIAL HOSPITALS, MICRO-BREWERIES & DISTILLERIES, COMMERCIAL LAUNDRY, COMMUNITY ACTIVITY CENTERS



MULTI-FAMILY 50-350 UNIT APARTMENTS/CONDOS, STUDENT HOUSING, SENIOR/ ASSISTED LIVING, COMMUNITY HOUSING



WHY PIRANHA?

- ✓ **Intelligently recover heat energy** using wastewater to greatly reduce new energy consumption and CO₂ emissions
- ✓ **Reduce cooling costs** with **fully automated, consistent** year-round performance
- ✓ **Compact, small footprint** heat pump powerhouse

PIRANHA MODEL	PIRANHA T5	PIRANHA T10	PIRANHA T15	PIRANHA T5 HC	PIRANHA T10 HC	PIRANHA T15 HC
TYPE OF PROCESS	BATCH FLOW					
WATER HEATING	YES					
SPACE COOLING	NO			YES		
DESIGN WASTEWATER FLOWRATE	100 GPM					
	6.3 L/s					
MINIMUM WASTEWATER STORAGE*	750 gal	1,500 gal	2,250 gal	750 gal	1,500 gal	2,250 gal
DESIGN DOMESTIC WATER FLOWRATE	12 GPM	24 GPM	36 GPM	12 GPM	24 GPM	36 GPM
	0.76 L/s	1.5 L/s	2.3 L/s	0.76 L/s	1.5 L/s	2.3 L/s
DESIGN SPACE COOLING SOURCE FLOWRATE	N/A	N/A	N/A	9.6 GPM	19.2 GPM	28.8 GPM
				0.6 L/s	1.21 L/s	1.82 L/s
DESIGN HEATING CAPACITY	60,000 BTU/h	120,000 BTU/h	180,000 BTU/h	60,000 BTU/h	120,000 BTU/h	180,000 BTU/h
	17.5 kW	35 kW	52.5 kW	17.5 kW	35 kW	52.5 kW
DESIGN COOLING CAPACITY	N/A	N/A	N/A	48,000 BTU/h	96,000 BTU/h	144,000 BTU/h
				14 kW	28 kW	42 kW
APPROX. CABINET WEIGHT (EMPTY)	1,190 lbs	1,950 lbs	2,400 lbs	1,290 lbs	2,050 lbs	2,550 lbs
	540 kg	885 kg	1,088 kg	585 kg	930 kg	1,156 kg
APPROX. CABINET WEIGHT (FULL)	2,525 lbs	4,929 lbs	7,700 lbs	2,625 lbs	5,029 lbs	7,850 lbs
	1,145 kg	2,236 kg	3,492 kg	1,190 kg	2,281 kg	3,560 kg
CONDENSER PRESSURE DROP	0.97 psi	1.54 psi	0.60 psi	0.97 psi	1.54 psi	0.60 psi
MAX CONDENSER OPERATING PRESSURE	435 psi					
HC EVAPORATOR PRESSURE DROP	N/A	N/A	N/A	2.12 psi	4.52 psi	4.36 psi
MAX EVAPORATOR OPERATING PRESSURE	435 psi					
REFRIGERANT TYPE	R-513a					
REFRIGERANT QUANTITY	7 lbs	20 lbs	26 lbs	9 lbs	26 lbs	31 lbs
AGITATOR	YES					
MAIN COMPONENT	PIRANHA UNIT- ABOVE-GRADE DRAIN VALVE, CONSTANT TEMPERATURE OUTPUT VALVE, METERING PACKAGE					
OPTIONAL FEATURES	MID-GRADE OR BELOW-GRADE PUMP PACKAGE					
AUXILIARY COMPONENTS (SUPPLIED BY OTHERS)	WASTEWATER HOLDING TANK • PRIMARY WASTEWATER SUPPLY PUMP CIRCULATION PUMPS • DHW PRE-HEAT TANK(S)					

PIRANHA MODEL	PIRANHA T5/T5 HC		PIRANHA T10 / T10 HC				PIRANHA T15 / T15 HC	
POWER	208/230 V, 60 Hz, 3 Phase		208/230 V, 60 Hz, 3 Phase		460 V, 60 Hz, 3 Phase		460 V, 60 Hz, 3 Phase	
COMPONENTS	RLA/FLA (A)	FLA (A)	RLA/FLA (A)	FLA (A)	RLA/FLA (A)	FLA (A)	RLA/FLA (A)	FLA (A)
COMPRESSOR	34.0	155.0	57.0	255.0	29.0	145.0	47.0	215.0
LIFT PUMP - 3 HP**	8.8	44.0	8.8	44.0	4.0	20.0	4.0	20.0
EXTERNAL PUMP - 3 HP	8.8	44.0	8.8	44.0	4.0	20.0	4.0	20.0
CONTROLS	5.0		5.0		2.0		2.0	
NOMINAL LOAD (A)	56.6		79.6		39.0		57.0	
MCA (A)	65.0		94.0		47.0		69.0	
MOCP (A)	90.0		150.0		70.0		110.0	

*MINIMUM RECOMMENDED WASTEWATER STORAGE VOLUME DETERMINED BY PROJECT

** STANDARD DESIGN HORSEPOWER

BASE MODULE VALUES ONLY – DOES NOT INCLUDE AUXILIARY EQUIPMENT SUCH AS SLUDGE PUMP, LOAD SIDE CIRCULATION PUMP(S), COOLING APPLICATION CIRCULATION PUMP(S), ETC.



Contact SHARC to find out more!

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DC Water Administrative Building.

Washington D.C.

SITE INFO



SHARC 660 SYSTEM

COMMERCIAL

151,300 ft²

AUGUST 2018

DC WATER

SMITHGROUP

SMITHGROUP

PRODUCT
INSTALLED

PROJECT TYPE

PROJECT SIZE

COMMISSIONED

DEVELOPER

ENGINEER

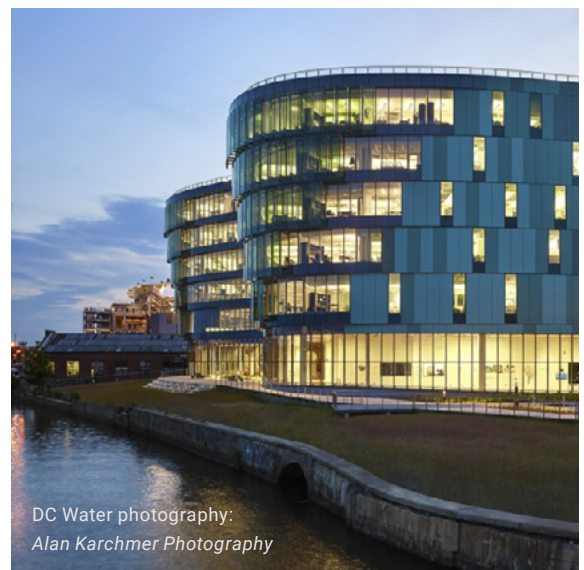
ARCHITECT

The Greenest Building in North America

District of Columbia Water and Sewer Authority (DC Water) provides drinking water, sewage collection and sewage treatment in Washington, D.C.

The building is designed to **LEED® Platinum Class A** standards and is the greenest building in North America.

This SHARC system provides the 151,300 ft² building with source energy for a combination of heating, air conditioning and water heating.



DC Water photography:
Alan Karchmer Photography

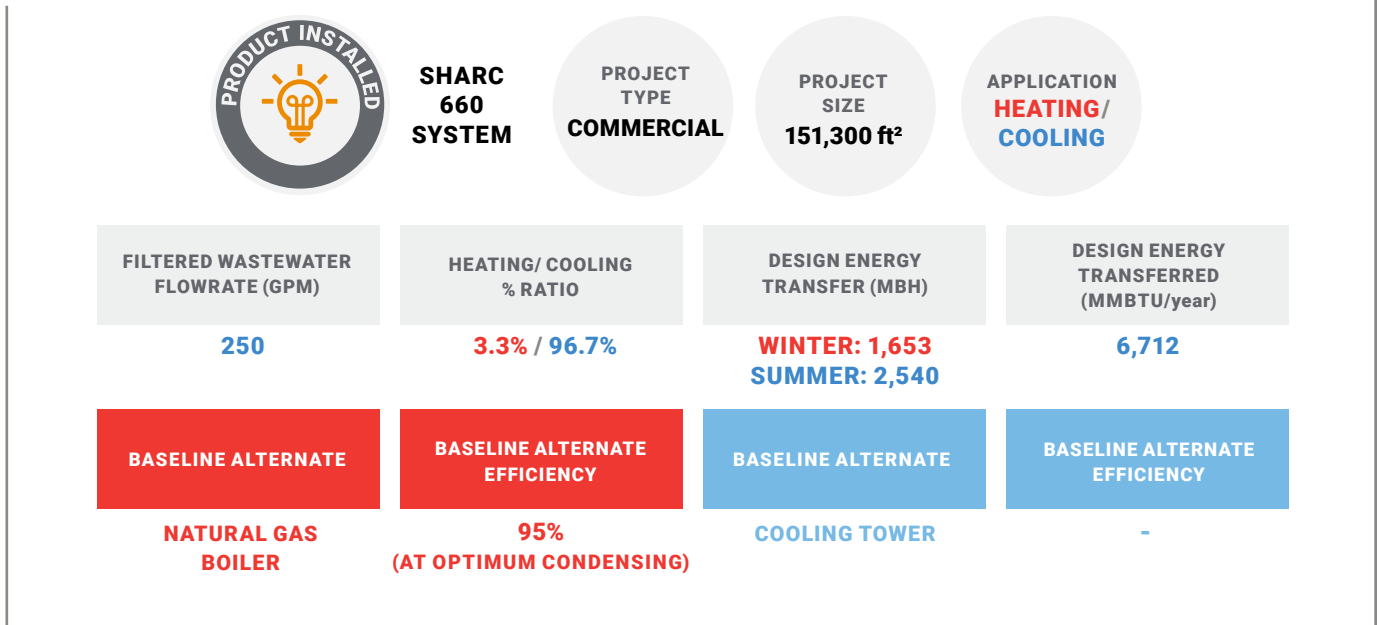
QUICK FACTS

Feb 2021
Awarded
LEED Platinum

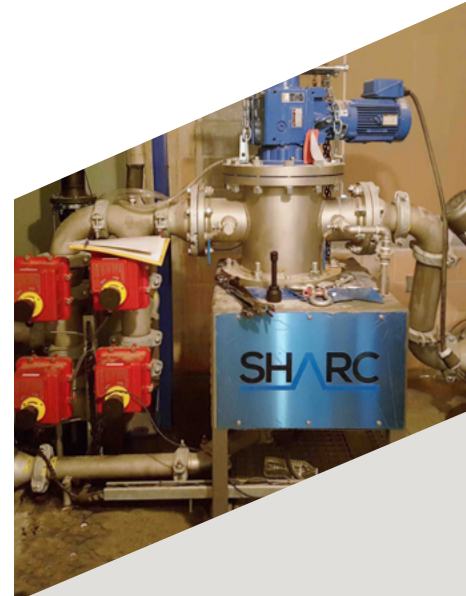
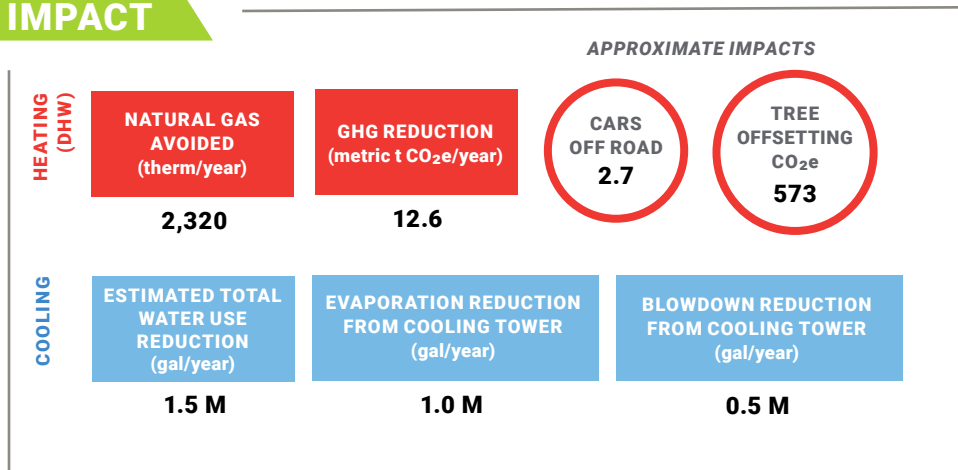


DC Water.

SPECS & PERFORMANCE



IMPACT



SHARC™ series

Patented Filtration for Industrial-Sized Wastewater Heat Energy Transfer

SHARC's patented filtration allows it to easily meet the large capacity requirements of energy districts, large multifamily residential, and industrial applications. It can seamlessly fit into just about any condenser water system and provides a more optimal temperature range for increased system efficiency.



INTERESTED IN REBATES?
CONTACT US!



★ KEY FEATURES

- Expected lifespan of 25 years
- Pressure sensors and flow meters included
- Sizes range from 4 to 12 inch piping (100 to 2500 GPM)
- Automated reversing valves control back flush, keeping the heat exchanger operating at design parameters
- DDC control system with touch screen control, remote monitoring, data trending, and email alerts (Modbus standard and BACnet integration available)

BEST SUITED FOR

LARGE FILTRATION & HEAT TRANSFER APPLICATIONS:



INDUSTRIAL

DISTRICT & CAMPUS ENERGY, COMMERCIAL FOOD PRODUCTION, MANUFACTURING, LARGE BREWERIES, DAIRIES/ CHEESE, AGRICULTURAL



COMMERCIAL

HOSPITALS, BREWERIES & DISTILLERIES, COMMERCIAL LAUNDRY, COMMUNITY ACTIVITY CENTERS



MULTI-FAMILY

350+ UNIT APARTMENTS/ CONDOS, STUDENT HOUSING, SENIOR/ ASSISTED LIVING, COMMUNITY HOUSING



WHY SHARC?

- ✓ **Patented, high efficiency** filtration system – pre-screening NOT required
- ✓ **Scalable** to accommodate larger flow rates
- ✓ **Can be paired with all types** of water-source condensers and heat pumps
- ✓ **Designed inside foundation**, leaving rooftops available for greenspace and PV, extending lifespan & ease of service
- ✓ **Replaces/ reduces** cooling tower use, saving potable water

SHARC MODEL	SHARC 660		SHARC 880		SHARC 1212 (COMING SOON)	
TYPE OF PROCESS	CONTINUOUS FLOW					
WATER HEATING	YES					
WATER COOLING	YES					
SPACE HEATING/COOLING	YES					
DESIGN WASTEWATER FLOWRATE	100–550 GPM		500-1,200 GPM		1,100–2,500 GPM	
	6–35 L/s		31 – 75 L/s		70–157 L/s	
DESIGN CONDENSER WATER FLOW RATE	VARIES					
	VARIES					
STANDARD DESIGN HEAT OUTPUT, AT MAX FLOW	2,474 MBH		5,399 MBH		11,248 MBH	
	0.725 MW		1.6 MW		3.3 MW	
FILTER SIZE	1/8"					
	3 mm					
SHARC MODULE INLET/ OUTLET CONNECTION DIAMETER	4" or 6"		8"		12"	
	100 mm or 152 mm		203 mm		305 mm	
MAX. OPERATING PRESSURE	45 psi					
MAX. OPERATING PRESSURE DIFFERENTIAL	20 psi					
COMPONENTS INCLUDED ON SKID	MACERATOR UNIT • SHARC UNIT • AUTOMATED VALVE ASSEMBLY HEAT EXCHANGER • CONTROL PANEL					

SHARC MODEL	SHARC 660					SHARC 880					SHARC 1212 (COMING SOON)				
	POWER		208/230 V, 60 Hz, 3 Phase	460 V, 60 Hz, 3 Phase	575 V, 60 Hz, 3 Phase			208/230 V, 60 Hz, 3 Phase	460 V, 60 Hz, 3 Phase	575 V, 60 Hz, 3 Phase			208/230 V, 60 Hz, 3 Phase	460 V, 60 Hz, 3 Phase	575 V, 60 Hz, 3 Phase
COMPONENTS	HP	KW	FLA (A)	FLA (A)	FLA (A)	HP	KW	FLA (A)	FLA (A)	FLA (A)	HP	KW	FLA (A)	FLA (A)	FLA (A)
MACERATOR	5	3.7	13.9	6.7	5.3	5	3.7	13.9	6.7	5.3	10	7.5	25.4	12.0	9.6
AUGER MOTOR	0.75	0.6	3.3	1.7	1.3	1.5	1.1	4.6	2.1	1.7	1.5	1.1	4.6	2.1	1.7
SOLIDS PUMP MOTOR	1	0.75	3.3	1.5	1.4	3	2.2	8.5	3.8	3.0	5	3.7	13.6	6.2	4.9
CONTROLS	-	-	5.0	2.0	2.0	-	-	5.0	2.0	2.0	-	-	5.0	2.0	2.0
NOMINAL LOAD			25.5	11.9	10.0			32	14.6	12.0			48.6	22.3	18.2
MCA (A)			29.0	13.6	11.3			35.5	16.3	13.3			55.0	25.3	20.6
MOCP (A)			40.0	20.0	20.0			50.0	25.0	20.0			80.0	35.0	30.0
S.C.R (kA)			5.0	5.0	5.0			5.0	5.0	5.0			5.0	5.0	5.0

BASE MODULE VALUES ONLY – DOES NOT INCLUDE AUXILIARY EQUIPMENT SUCH AS WASTEWATER SUPPLY PUMP(S), SLUDGE PUMP(S), LOAD SIDE CIRCULATION PUMP(S), ETC. THAT MAY OPTIONALLY BE INCLUDED IN THE SHARC MODULE CONTROL PACKAGE.



Contact SHARC to find out more!

+1 (604) 475-7710 | SHARC.sharcenergy.com

Lucy Phan

From: Dimitri Kourles <dimitri@saskrenewableenergysolutions.com>
Sent: Tuesday, August 9, 2022 1:15 PM
To: Lucy Phan; City Clerk
Subject: Re: Submission to Council - Request to Present: Wastewater Energy Recovery Solutions
Attachments: City of PA - SHARC x SK Renewables Presentation.pdf

Hello Lucy,

Here is the informative presentation PDF for SHARC Energy Wastewater Energy Recovery Systems presented by Saskatchewan Renewable Energy Solutions, prior to the deadline at 4:45pm today -- in preparation for next week's City Council meeting.

We are just in the midst of moving to a larger office, therefore for the moment you can use the address
→ 3052 Birch Crescent, Regina, SK, S4S 7J4

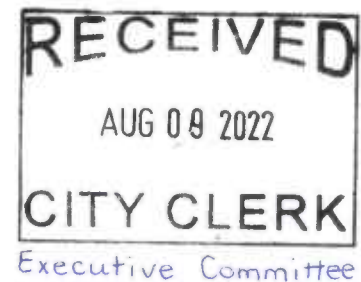
Thanks for checking in!

Dimitri

Dimitri Kourles
Founder/CEO
Saskatchewan Renewable Energy Solutions Inc.



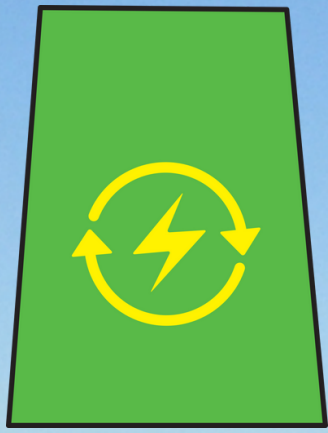
dimitri@saskrenewableenergysolutions.com
+1-306-552-5274
<http://www.saskrenewableenergysolutions.com>





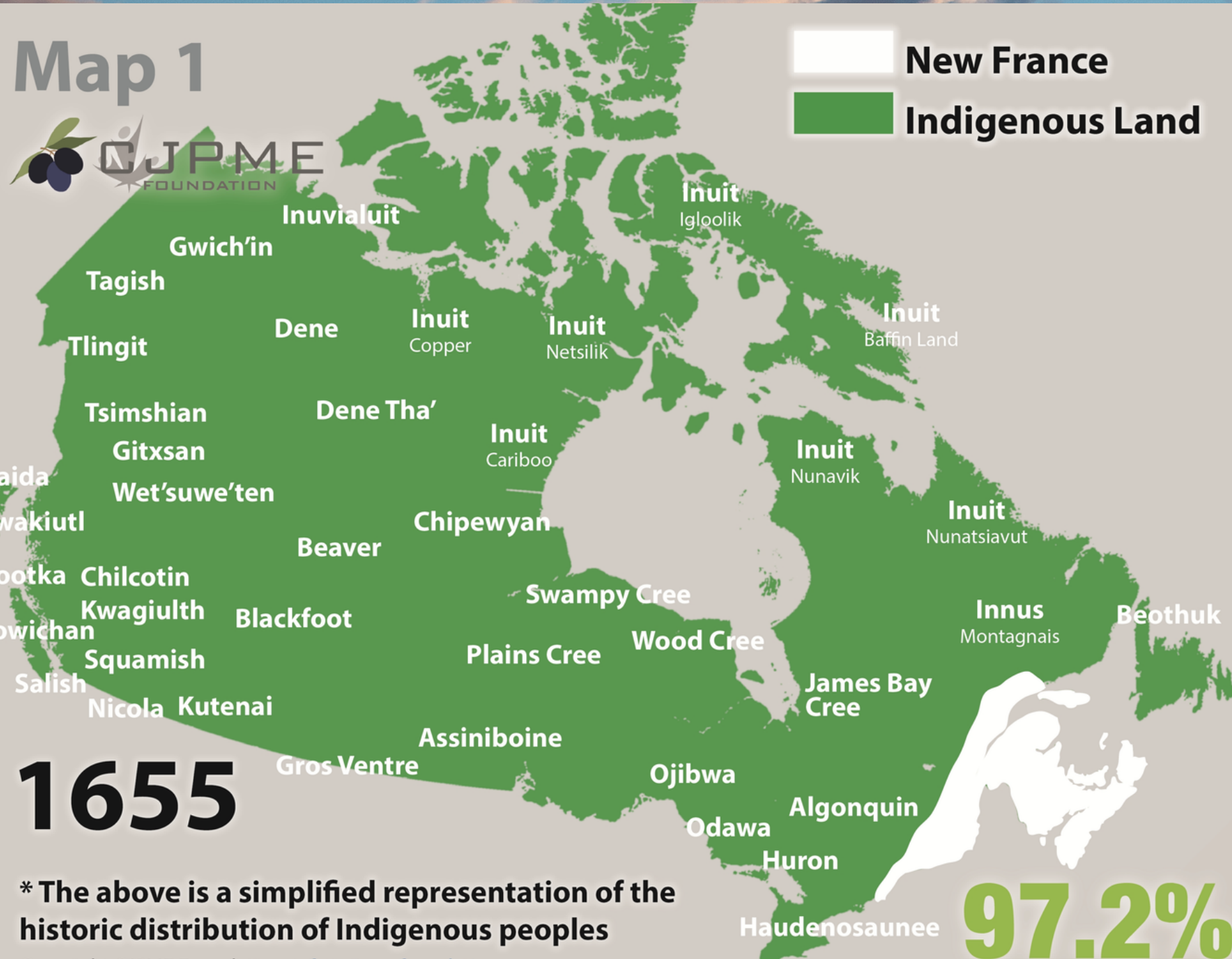
WASTEWATER ENERGY RECOVERY

THE FOUNDATION OF LOW-CARBON BUILDINGS

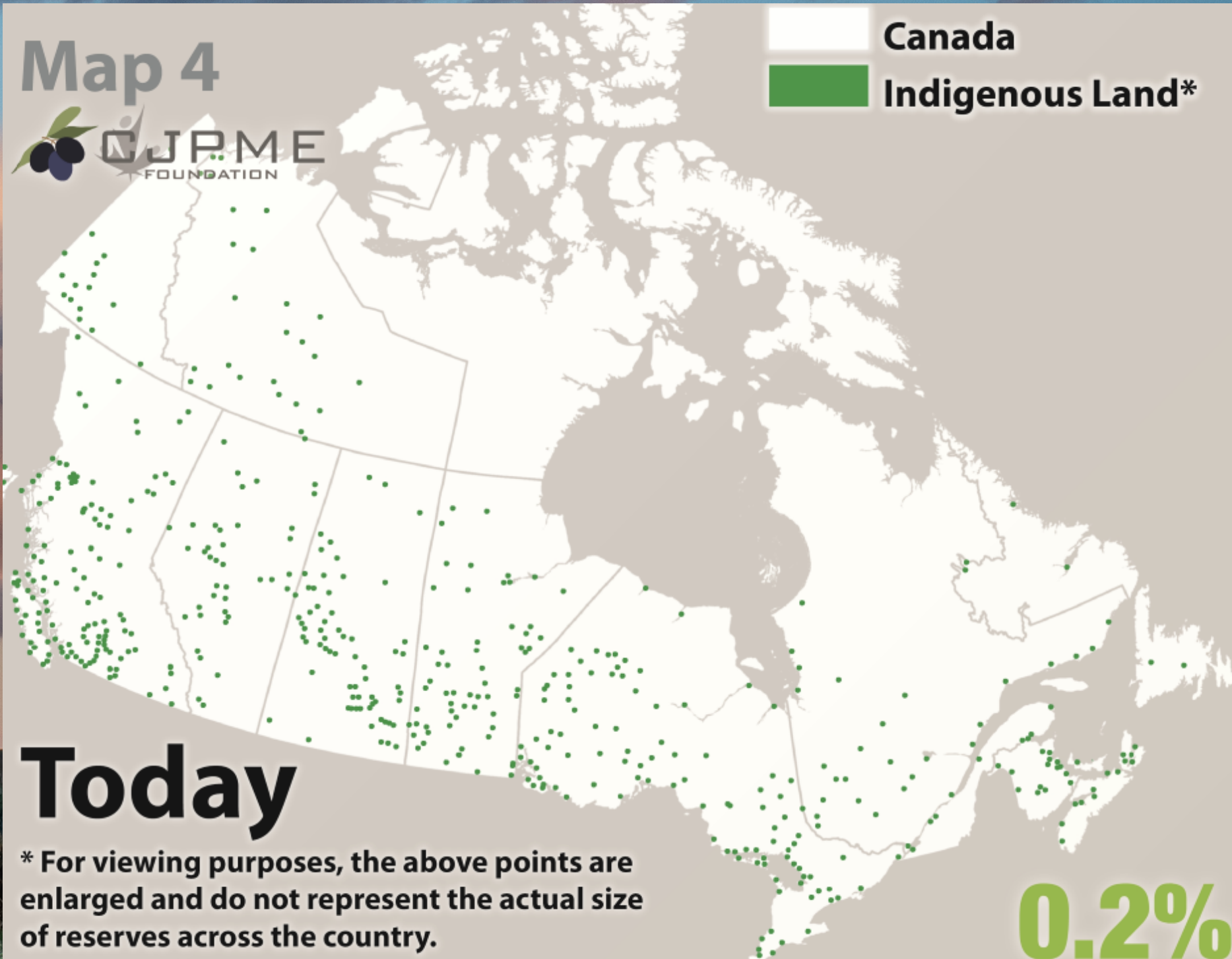


LAND ACKNOWLEDGEMENT

Map 1



Map 4



SHARC Energy Systems is the World Leader in energy recovery from the wastewater we send down the drain everyday.

Innovators of the Premier, Canadian-made Wastewater Energy Recovery Systems, the most energy efficient systems for heating, cooling, and hot water production; for residential, commercial, and industrial applications.



**SASKATCHEWAN
RENEWABLE ENERGY
SOLUTIONS**

Saskatchewan Renewable Energy Solutions is a social enterprise created with the purpose of investing into the future of the province and Canada, connecting renewable energy solutions to help achieve the national goal of net-zero carbon emissions by 2050.

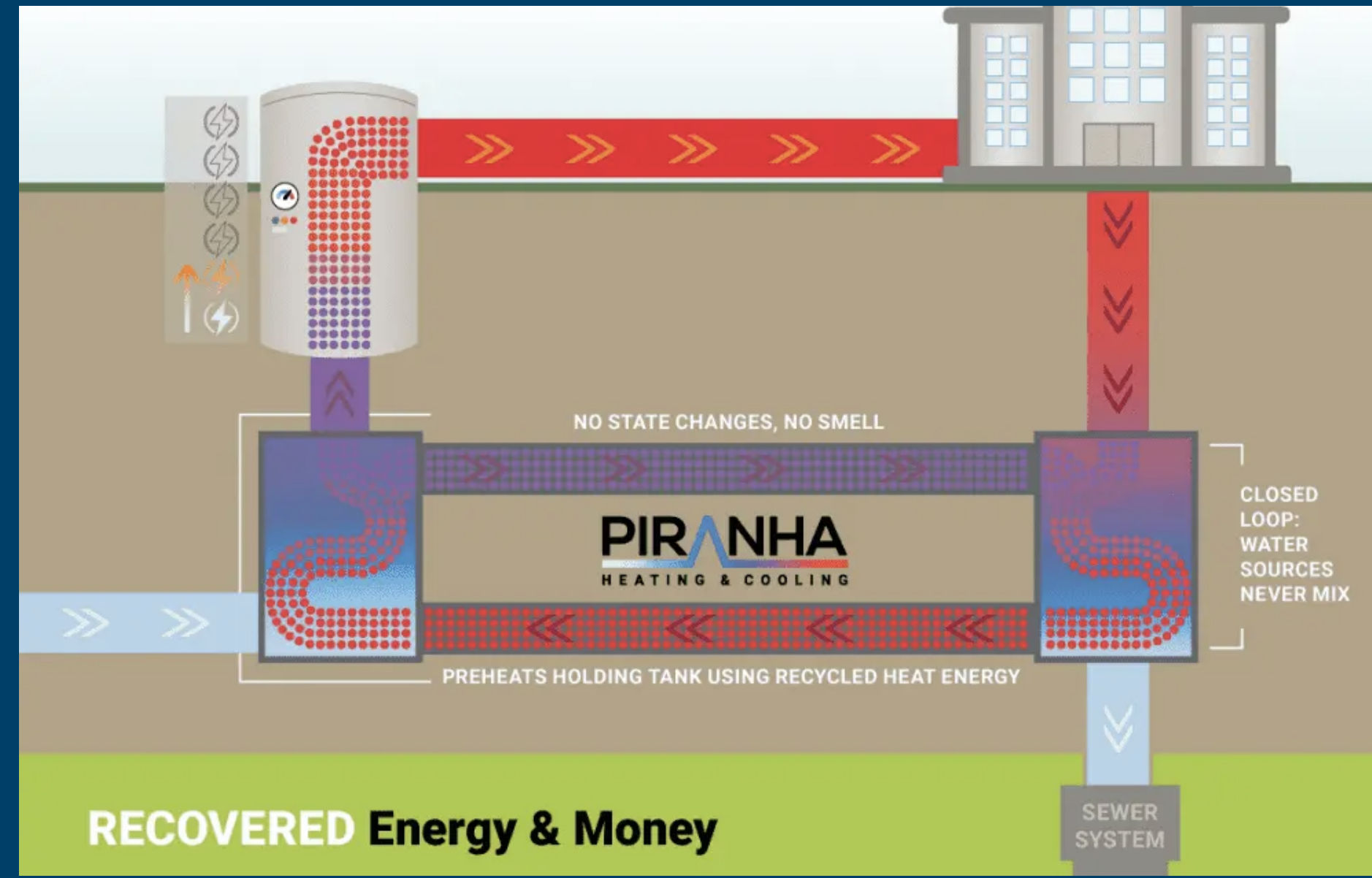
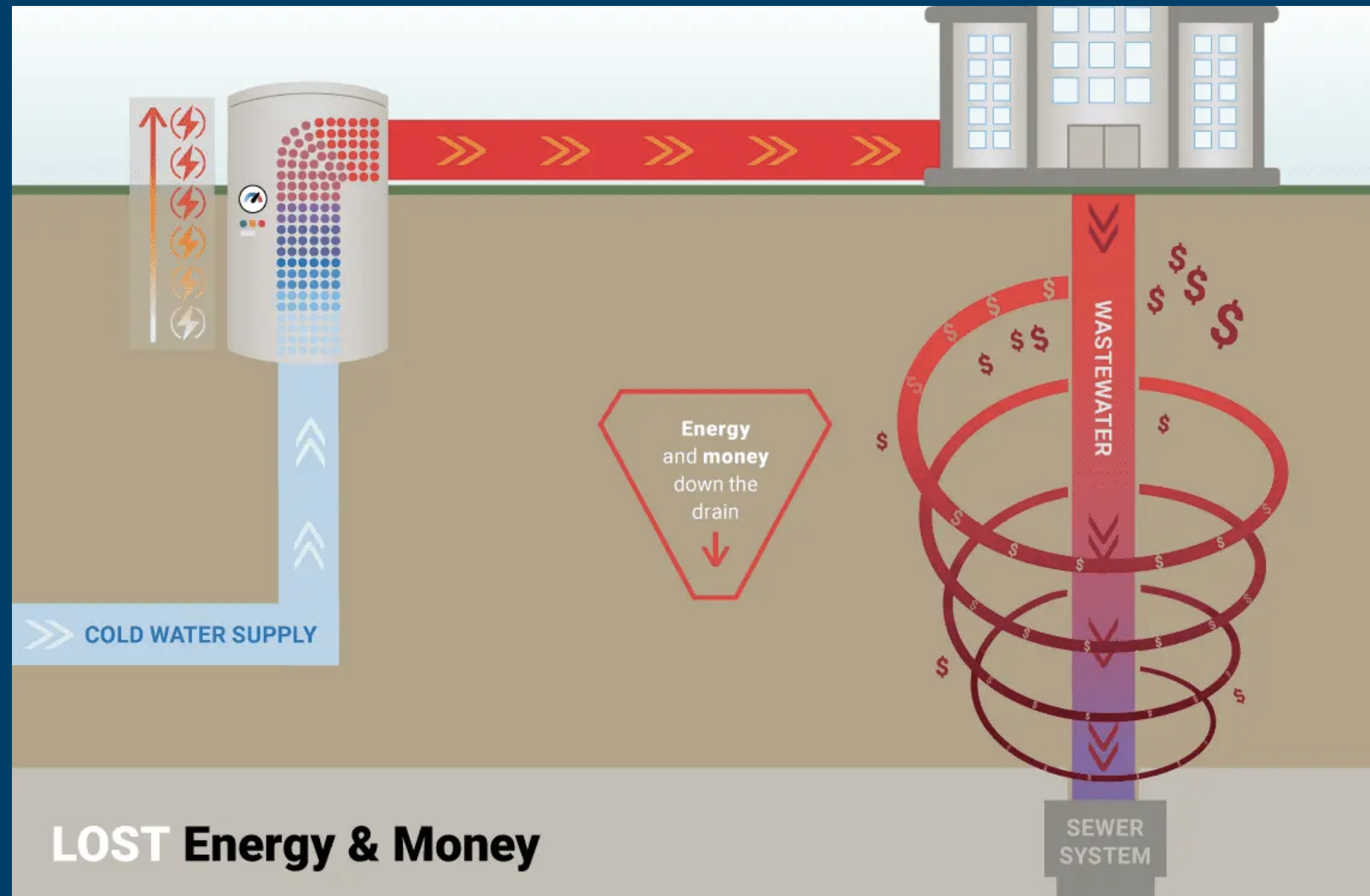
Our vision is to help create a sustainable, renewable future, by incorporating all 3 aspects of the triple-bottom-line into our operations.

People - Economy - Planet

WASTED THERMAL ENERGY

LOST VALUE \$

THE VALUE IN THE WATER WE WASTE



- SHARC's systems can help provide **heating**, **cooling**, and **hot water** to the associated building(s) by recovering regularly wasted thermal energy.

- Offsetting the usage of fossil-fuel combusting HVAC equipment.



WHY SHARC?

10 R'S = 10 REASONS

1. **RECOVER** energy from a natural resource that is consistently wasted.



2. **REDUCE** greenhouse gas emissions and energy costs.



3. **REALIZE** annual carbon tax savings that will grow exponentially from \$50 / ton to \$170 / ton by 2030, etc.



4. **RESOURCEFUL** system technical support & a specialized knowledge.



5. **rock solid RELIABILITY** and longevity, taking up very little physical space.



6. **REPUTABLE**, Canadian - Made, Clean Energy Solutions & Company.



7. **RECEIVE** commercialized carbon credits as an annual revenue source.



8. **REMOTE** monitoring and preventative maintenance notifications, 24/7/365.

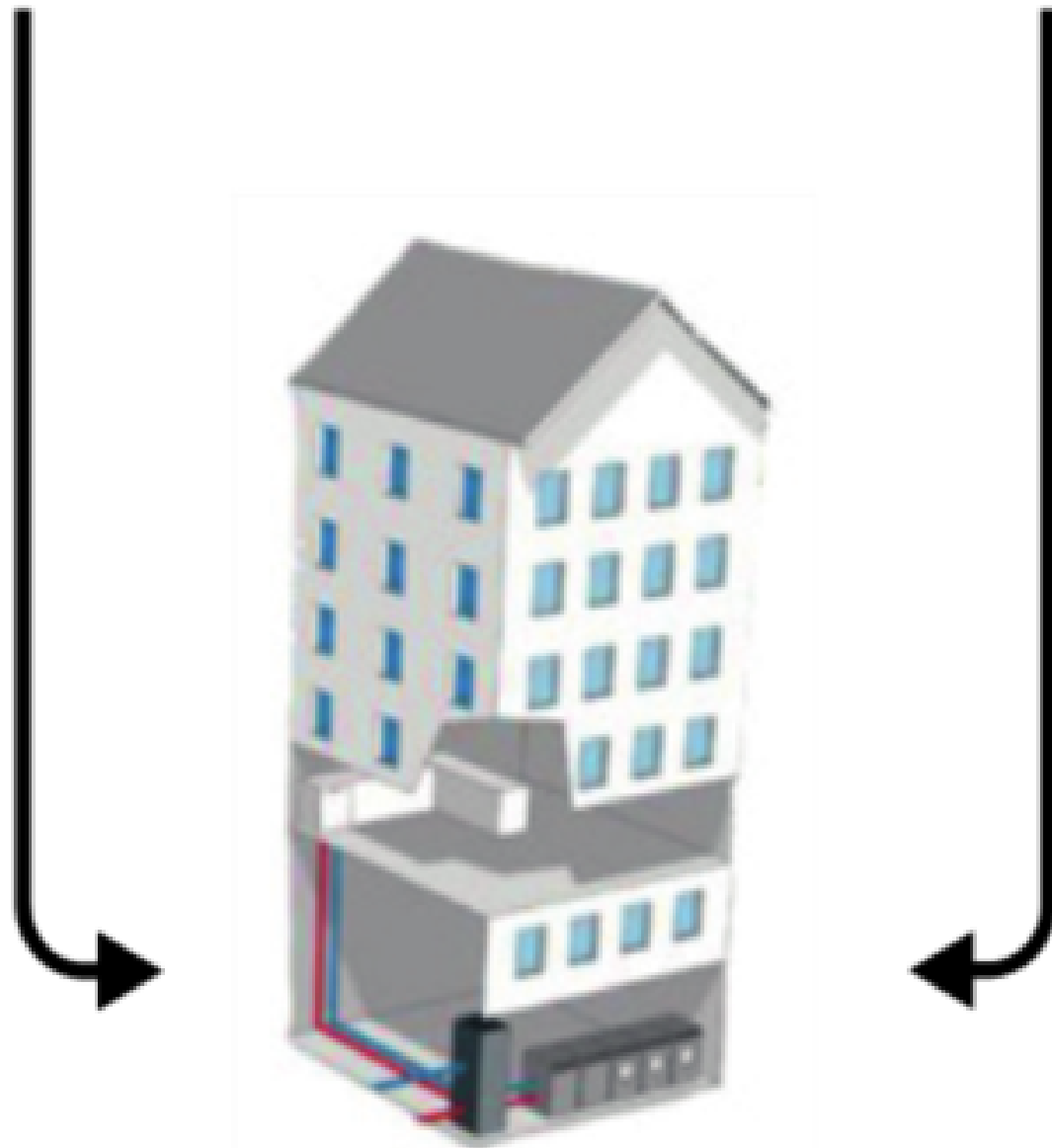
9. **REPORTS** and analytics based off 25 Data-Points for measurable results.



10. **RENDER** inexpensive annual maintenance costs, and installation costs.

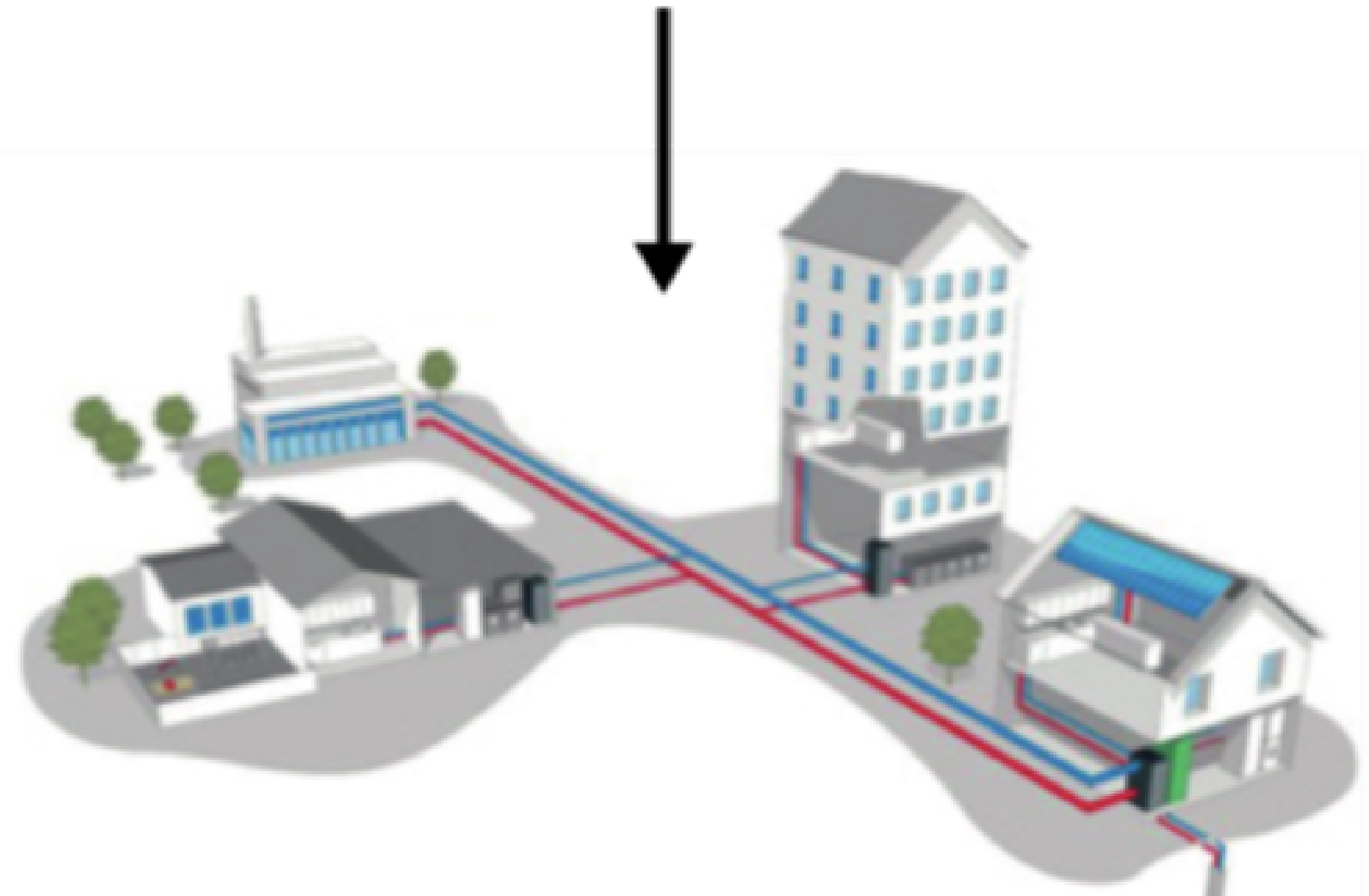


PIRANHHA



- **INDIVIDUAL BUILDING**
- **SMALL-MEDIUM MULTI-FAMILY RESIDENTIAL**
- **SMALL-MEDIUM COMMERCIAL & INDUSTRIAL**

SHARC



- **MEDIUM-LARGE MULTI-FAMILY RESIDENTIAL**
- **MEDIUM-LARGE COMMERCIAL & INDUSTRIAL**
- **DISTRICT HEATING AND COOLING NETWORKS**
District Energy Centers

PIRANHA

- **MULTI-FAMILY RESIDENTIAL**
- **HOSPITALS**
- **COMMUNITY REC CENTRES & ARENAS**
- **EVENT-PLEXES**
- **STUDENT HOUSING**
- **CARE HOMES**
- **HOTELS**
- **BREWERIES**
- **CORRECTIONAL CENTRES**
- **AGRICULTURAL**
- **INDUSTRIAL**



- **SMALL & MEDIUM-SCALE RETROFITS & NEW BUILDS**
- **ABILITY FOR UP TO 100% OF HOT WATER**
- **PIRANHA HC SUPPLIES COMMON AREA COOLING**
 - **TIE-IN W/ OTHER PROCESSES (GEO, HYDRONIC)**
- **REDUCE GAS BOILER USAGE CONSISTENTLY**
- **METERING ABILITY IN MULTI-FAMILY BUILDINGS**
- **QUIET, SANITARY, ODOURLESS, OPERATION**
- **SYSTEM LIFESPAN OF UP TO 25 YEARS**

Seven35

North Vancouver, BC



Most energy
efficient and
sustainable
community



SHARC

CASE STUDY



- The first multi-family LEED® for Homes Platinum building in Canada
- Certified BuiltGreen Gold
- 60 Residential Units
 - **PIRANHA T10** Commissioned Spring 2016
 - **9,350 Therms Natural Gas reduction**
 - **GHG Emission reductions of approximately 49.6 t CO₂e/year**
- PIRANHA system provides domestic hot water preheating
- Piranha contributed to LEED® Platinum certification of the building
- **Currently PIRANHA HC EPRI Challenge Site**



EPRI
ELECTRIC POWER
RESEARCH INSTITUTE

SHARC

- **DISTRICT ENERGY SYSTEMS**
- **NEW DEVELOPMENTS**
- **SMALL COMMUNITIES**
- **MUNICIPALITIES & NEIGHBOURHOODS**
- **LARGE COMMERCIAL BUILDINGS**
- **DOWNTOWNS & BUSINESS DISTRICTS**
- **CAMPUSES**
- **WASTEWATER TREATMENT PLANTS**
- **INDUSTRIAL & AGRICULTURAL**



- **LARGE-SCALE NEW BUILDS, EXPANSIONS**
- **HIGH WASTEWATER FLOW-RATES**
- **HELPS W/ HEATING, COOLING & HOT WATER**
 - **PAIRING WITH HEAT PUMP(S)**
- **REDUCES GAS BOILER & COOLING TOWER USE**
- **POTABLE WATER USAGE REDUCTION**
- **QUIET, SANITARY, ODOURLESS, OPERATION**
- **REMOTE MONITORING, DATA-TRENDS, ALERTS**
- **SYSTEM LIFESPAN OF 25 + YEARS**

Wall Center Central Park

Vancouver, BC



SHARC

CASE STUDY

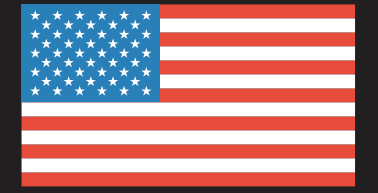
- Two-Phase Development by Wall Financial in Vancouver
- Phase 1 – 700 Residential Units,
 - **SHARC 660 system**
 - Commissioned Summer 2017
- Phase 2 – 350 Residential Units,
 - **2-qty PIRANHA T10 units** running in parallel
 - Commissioned Summer 2018
- **Approximately 69,000 Therms Total Natural Gas Reduction**
- **GHG emission reductions of approximately 375 t CO₂e/year across both phases**
- Both systems provide domestic hot water preheating
- SHARC and PIRANHAs contributed to LEED® Gold certification of the building

Wall
FINANCIAL
CORPORATION



DC Water Headquarters

Washington, DC



SHARC

CASE STUDY



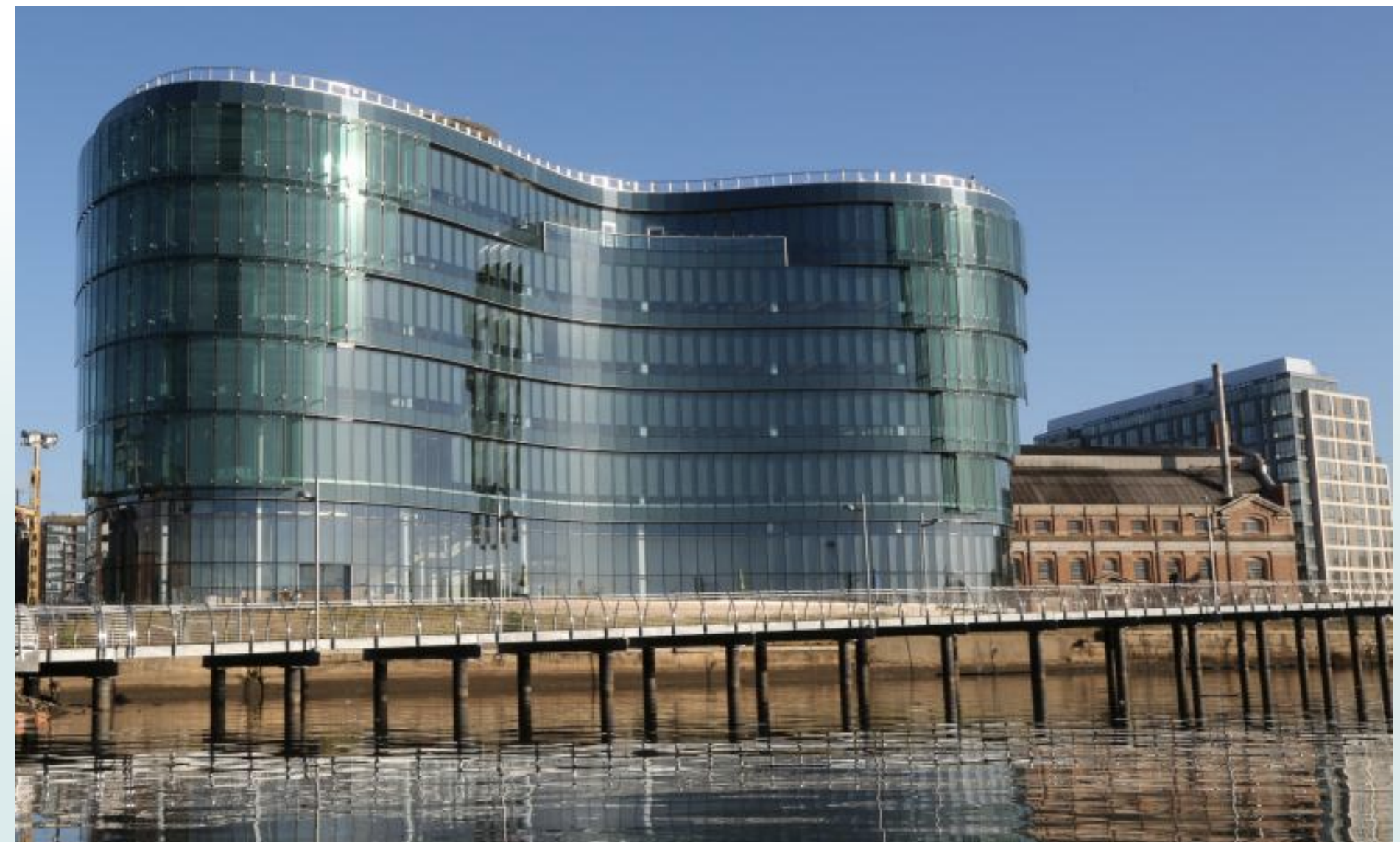
- Commissioned Summer 2018
- **SHARC 660 System**
- **250 Gallons Per Minute (GPM) flow**
- **Design heat transfer of 1.25 MMBH**
- **Estimated 30+ MMBtu/day transfer**

- Wastewater lift station sees 5M gallon per day average sanitary flow

- Heat Demand – **3.3%**
- Natural gas boiler offset – **est. 12.6 t eCO₂/year reduction**

- Cooling Demand – **96.7%**
 - Cooling tower offset - **est. 1.5M gallons of water saved**
(evaporation & blowdown)

- LEED® Platinum

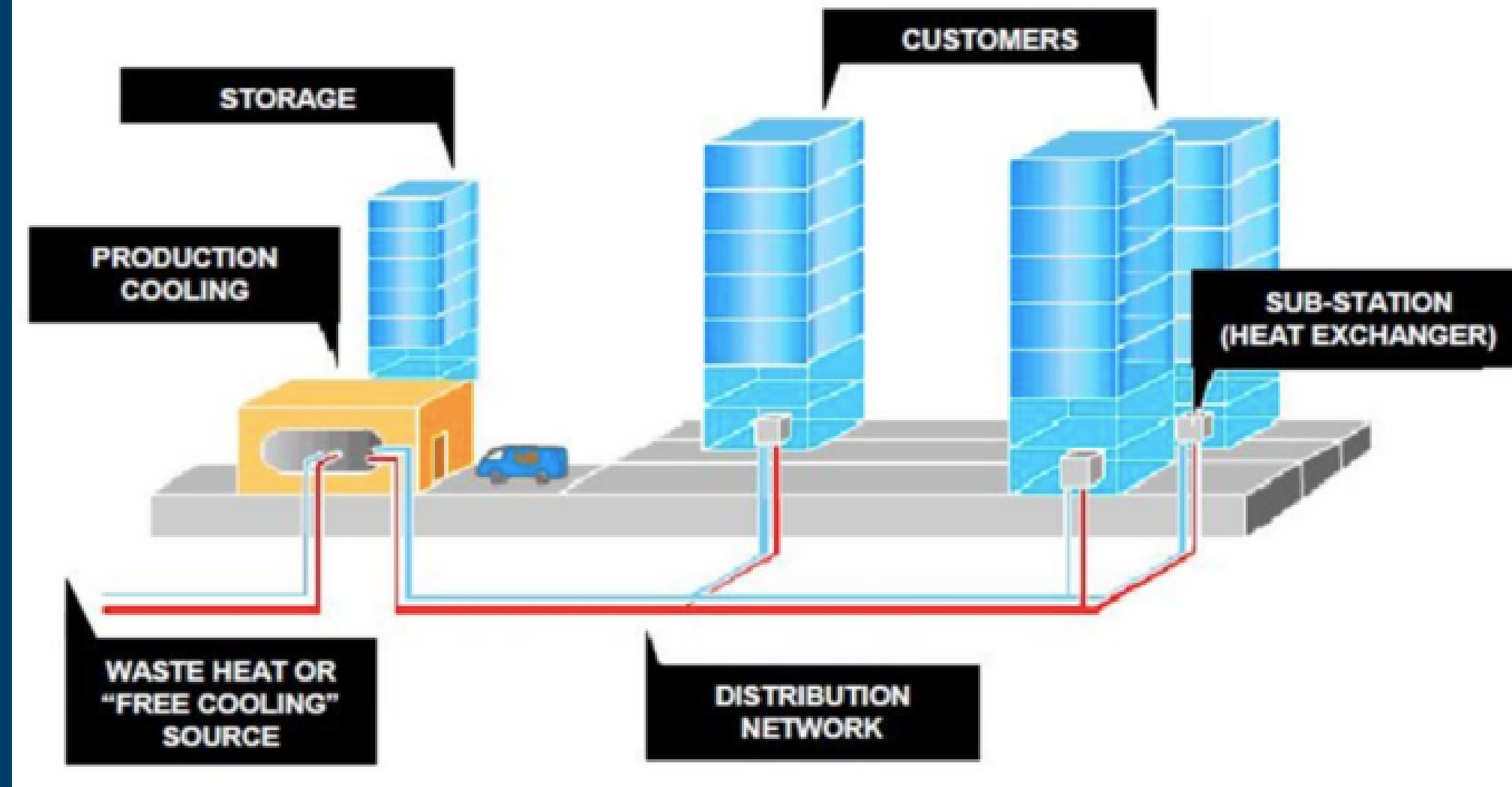


DISTRICT ENERGY

District Energy Systems entail the use of a central energy plant to distribute efficiently produced heating, cooling, and hot water to a networked group of residential, commercial, and industrial buildings.

MUNICIPALITIES CAN:

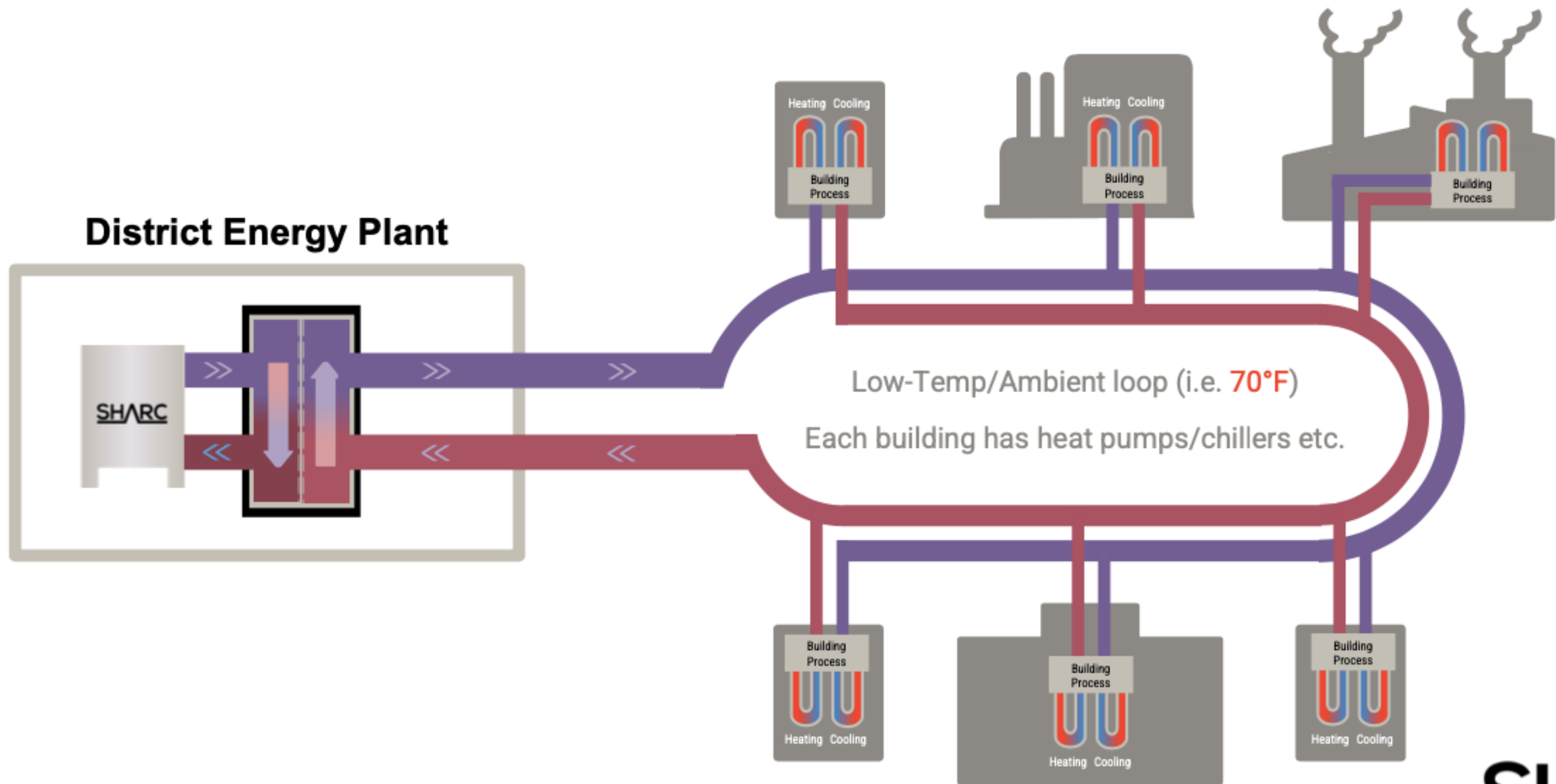
- Implement Wastewater Energy Recovery into future community masterplans, at District and Individual-building Levels.
- Generate monetized/commercialized carbon credits to sell as an additional source of revenue.
- Sell the District Energy System to an energy service company, to own, operate, and sell clean energy



- Scalable, Expandable, and Flexible
- High-Efficient Heating, Cooling, and Hot Water
- Reduce Energy, Operational, and Maintenance Costs
- Decrease the Burning of Polluting Fossil-Fuels
- Recover Large Amounts of Wasted Energy
- Reduce Potable Water Consumption

District Energy

Heating OR Cooling for Mixed Commercial & Large Residential



Southeast False Creek Neighbourhood Energy Utility (NEU)

Vancouver, BC



SHARC

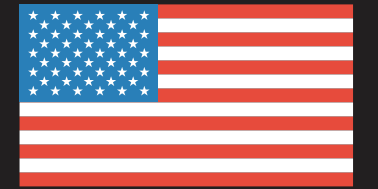
CASE STUDY

- SEFC NEU operation began in 2010
- SHARC Energy Retrofit Pilot Project - Commissioned Spring 2017
- Uses waste thermal energy recovered from sewage to provide space heating and hot water to buildings in Southeast False Creek
- NEU currently serves 6 Million ft² of residential, commercial, and institutional space, planned expansion to 20 Million ft²
- 3.2 MW direct wastewater source heat pump capacity output, planned expansion to 10 MW.
 - Additional capacity with backup boilers
- 2-qty SHARC 880 units provide an average 1800 GPM filtration of raw, untreated wastewater which is then used as a direct source for the onsite heat pump
 - 7.5 MMBH heat recovery through existing Heat Pump



National Western Center

Denver, CO



SHARC

CASE STUDY

- **North America's largest District Energy wastewater recovery system (Jan '22)**
- 3.8 MW district energy system
- 2-qty SHARC 880 units provide an average 3,000 GPM filtration of raw, untreated wastewater which is then used as a direct source for the onsite heat pump
- Hailed as showing leadership & commitment to Denver's Climate Action Plan



NATIONAL
WESTERN
CENTER

"The National Western Center system will prevent 2,600 metric tons of carbon dioxide from being emitted into the atmosphere each year by circumventing the need to burn fossil fuels."

THE DENVER POST



City of
Prince Albert

CORR 22-86

TITLE: Concerns regarding Procedure & Communications

DATE: **August 9, 2022**

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

That the Correspondence be received as information and filed.

PRESENTATION: Verbal by Evert Botha

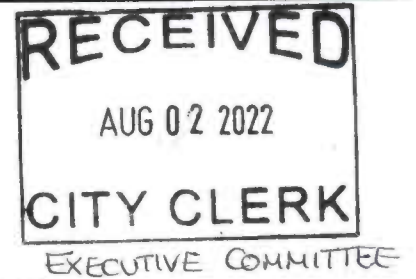
ATTACHMENTS:

1. Letter dated August 2, 2022

Written by: Evert Botha

Savannah Price

From: Evert P Baker-Botha <evert@bakerbotha.ca>
Sent: Tuesday, August 2, 2022 12:38 PM
To: City Clerk
Cc: Northern Elite Firearms
Subject: PAMBA Signage



[You don't often get email from evert@bakerbotha.ca. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Good afternoon,

Please find attached correspondence related to this item which will be on next week's City Council Agenda. I would like the opportunity to speak to City Council as part of the Northern Elite Firearms delegation.

eB

***Caution: This email originated from outside the City of Prince Albert email system. Do not click links or open attachments unless you recognize the sender and know the content is safe. If in doubt contact IT Support (support@citypa.com<mailto:support@citypa.com>). ***

**Recommended
Disposition:**

Receive as
information +
file

Mayor Dionne & City Council
City of Prince Albert
1084 Central Avenue
Prince Albert SK
S6V 7P3

2 August 2022

RE: Procedure & Communications

Dear Mayor Dionne and City Council,

It was with great interest that I followed the continued discussions around the City of Prince Albert and Prince Albert Minor Baseball Association signage debacle. I believe that this matter will be before City Council at your next meeting on April 8th and would like an opportunity to discuss the City of Prince Albert's Procedure Bylaw and Council Enquiry Process.

The City of Prince Albert allows for any person wishing to appear before City Council regarding these matters to provide their submission to the City Clerk by 4:45pm on the Tuesday prior, August 2nd (which is today).

Unlike other items that are fast-tracked to City Council or a Special City Council meeting, fortunately in this instance this is one item where we're reasonably certain that it is on the next agenda (which will be posted on your website on Thursday afternoon).

The City of Prince Albert's current Procedure Bylaw Public does not allow for any proper public consultation as any item on the addenda is always posted after the deadline stipulated. If the City of Prince Albert is serious about public consultation and transparency in governance- this is something that needs to be remedied.

Any correspondence related to items on the Agenda received after it is posted are required to be voted on during City Council's approval of the agenda- which means if anything is challenged, or any valid questions are asked- it can be denied being heard. This is censorship of residents and business owners. How many letters and emails never make it onto the agenda...ever?

More importantly- a procedure needs to be established to ensure all matters are discussed at Executive Committee- before being advanced to a City Council- thus allowing time for public consultation.

I feel for any member of City Council, who are required to submit all their enquiries to the Mayor's office, and according to the Council Enquiry Process are discouraged from contacting members of Administration directly.

Based on this policy, Councillor Edwards would have had to send his enquiry about the signage to the Mayor's office, and the Mayor would (upon review) decide whether to proceed with the enquiry and would have informed Councillor Edwards of his decision (if he's lucky) or responded with information or answers labeled as confidential and not be shared with the individual who made the enquiry.

If Councillor Edwards had contacted members of Administration directly, he would have received a strong-worded email from the Mayor's office advising him to follow the Council Enquiry Process.

Which was it?

Councillors are prevented from serving their residents through this process as all enquires are controlled by the Mayor's office. Information deemed sensitive are not provided to residents, who are required to request this information through the Local Authority Access to Information Request process.

This has been carrying on for years now and it's likely never going to change.

It needs to change.

Yours truly,

Evert P Botha

207 18th St E
Prince Albert, SK S6V 1H4



City of
Prince Albert

CORR 22-89

TITLE: Prince Albert Golf & Curling Centre - Request for City to Pay Utility Costs

DATE: September 6, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

That the Correspondence be received and referred to the Community Services Department.

PRESENTATION: NONE

ATTACHMENTS:

1. Letter received August 30, 2022

Written by: Mel Kelley, President, Prince Albert Golf & Curling Centre

PRINCE ALBERT

GOLF AND CURLING CENTRE

RECEIVED
AUG 30 2022
CITY CLERK
Executive Committee

Dear Mayor & City Council,

As indicated in our Mission Statement the Prince Albert Golf and Curling Centre provides a welcoming, accessible, year-round environment for people of all ages and abilities to build friendships, sportsmanship and skill development through sports, social and leisure opportunities. PAGCC has a successful working relationship with the City of Prince Albert, and we value their support. Aging infrastructure, increased utility costs, cheaper curling fees at community rinks are making it difficult to attract new curlers and thus balance the budget.

PAGCC is asking the City of Prince Albert to include Utility costs for our building as it does for the Prince Albert Community Clubs.

This past year's actual costs:

	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July	Aug	averag
Energy	3,329	1,417	1,426	1,240	1,326	1,366	1,364	1,454	1,526	4,149	4,153	2068
Power	6,345	8,482	7,474	8,175	7,091	7,658	5,200	5,578	3,341	3,945	4,103	6121
Water	666	403	671	652	429	634	634	8.59	616	-72	738	489
TOTAL	10,340	10,302	9,573	10,077	8,848	9,670	7,198	7,040	5483	8,032	8,994	8,687

Our average monthly utility costs for the past 11 months is about \$ 8,700. Our ice plant is typically started up first of October and shut down end of March. Our present lease agreement with the city re: Pro shop does not have the city paying any utility costs. We feel it is only fair that PAGCC is entitled to the same support (utility fees paid) as other curling facilities are presently receiving.

As we try to get back to new "normal" the past years have been very difficult financially for PAGCC. In 2019 the Centre lost \$44,917, which increased in 2020 to \$168,838. We are getting back on track however, as our July statement indicates, still \$ 87,095 down.

PAGCC has increased our curling fees for most leagues by 5% with an additional 6% (PST) being added by the province this October. League fees this year for one night per week are set at \$420 dollars plus \$40 membership and \$15 Provincial and National curling fees. In comparison East End Curlers paid \$100 for one night per week of curling last season.

PAGCC is recognized as the City of Prince Albert's curling facility. Over the past years we have hosted many major curling events including but not limited to, the 2019 Junior Nationals, last year Provincial Mixed, and this November the National Mixed. These events bring recognition and financial spin offs to the Centre and our City.

We thank you in advance for your support and consideration of this proposal and look forward to continued discussion and an opportunity to present at city council.

Yours truly,

Mel Kelley
Mel Kelley
President PAGCC
900-22nd Street East
Prince Albert, SK
S6V-1P1

**Recommended
Disposition:**

*Refer to
Community Services*



City of
Prince Albert

CORR 22-90

TITLE: Sisters of the Presentation of Mary - Notice of Sale for 1405 Bishop Pascal Place

DATE: September 8, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

That the Correspondence be received as information and filed.

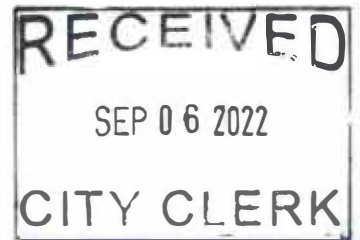
PRESENTATION: NONE

ATTACHMENTS:

1. Letter dated August 30, 2022

Written by: Sister Lise Paquette, Provincial Superior, Sisters of the Presentation of Mary

ALL FOR GOD! ALL THROUGH HOLY LOVE!



Executive Committee

I leave you in the arms of God

And under the mantle of the Holy Virgin:

You risk nothing in there.

Marie Rivier

August 30, 2022

City Clerk
City of Prince Albert
1084 Central Avenue
Prince Albert, SK

ATTENTION: Mayor Dionne and
City Council

**Recommended
Disposition:**

Receive as
Information
to File.

Dear Mayor Greg Dionne and Council Members,

The Sisters of the Presentation wish to respectfully and formally advise the Council and Administration of the City of Prince Albert that as of August 26th, 2022 we have closed the sale to new ownership of all of our buildings and properties located at 1405 Bishop Pascal Place. With mixed emotion, we have bid good-bye to a loving home that has served our community and our Sisters for seven decades.

Our Sisters in Prince Albert have now completed our relocation to residential properties elsewhere in Prince Albert, a process that has been underway for the past several years. As our Mission in Prince Albert and Saskatchewan communities have transitioned, we have acquired and developed properties more appropriate to our current situation, from which we will continue our service to a community we love and have been an active part of for more than a century.

The work and effort to transition from our Bishop Pascal Place property has been complex and challenging. Since 2010, I have been asked by the Congregation to serve as the Provincial Superior for the Religious Province of The Sisters Presentation of Mary of Western Canada. I have committed myself to be "A woman of The Gospel, courageous in the face of great decisions, who gives the best of myself with great love and compassion for my Sisters, Employees and the people of the city of Prince Albert." **This has been my mission!**

It has been a joy to serve for 12 years and a few months ending on September 1, 2022. It is with heart-filled gratitude that I leave this service during which I was blessed with many excellent relationships.

August 30, 2022

Page 2

The people of the Prince Albert community have been friends to the Sisters as they worked with us during different stages of our Mission of Education in this city.

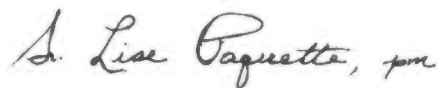
I want to take this opportunity to say "Thank You" to our Mayor, Mr. Greg Dionne for his unwavering support during the many years of endeavors in selling our building at 1405 Bishop Pascal Place. As of August 26th, 2022, the building is sold to the Canadian Revival Center Corporation.

My gratitude extends to the Council Members and the Administration of this city. There have been many good projects for 1405 Bishop Pascal Place. Thank you for your invaluable input and for standing by the Sisters in searching for what is best for the City of Prince Albert.

It is with a heavy, grateful heart that we leave for the next generations, years of beautiful history lived by the Sisters of the Presentation of Mary on this piece of land at 1405 Bishop Pascal Place since 1951. We embrace the years ahead for our continued Mission in Prince Albert and Saskatchewan.

Sister Lise Paquette

Provincial Superior



#4 – 2805 Lakeview Drive
Prince Albert, SK S6W 0A4



CORR 22-91

TITLE: Follow-up on Alternate Location for The Mustard Seed's Emergency Shelter & Support Centre

DATE: September 8, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

That the Correspondence be received and referred to the Planning and Development Services Department.

PRESENTATION: NONE

ATTACHMENTS:

1. E-mail received September 6, 2022

Written by: Taylor Kawaguchi, Senior Project & Administrative Manager, The Mustard Seed

RECEIVED
SEP 06 2022
CITY CLERK

Executive Committee

Terri Mercier

From: Taylor Kawaguchi <TaylorKawaguchi@theseed.ca>
Sent: Tuesday, September 6, 2022 4:47 PM
To: City Clerk
Cc: Jordan Olmstead; Bill Nixon; Aaron Badger; Haneefat Kasali; Kim Maier
Subject: Executive Committee Agenda Item Request - The Mustard Seed Emergency Shelter and Support Centre Proposal
Attachments: The Mustard Seed Prince Albert Emergency Shelter Proposal - 100 10 Street E.pdf

Good afternoon,

Please find attached The Mustard Seed's submission for Executive Committee review regarding the exploration of an emergency shelter and support centre located at 100 10 Street E. This agenda item is a follow-up to the July 18th Executive Committee meeting, in which Executive Committee requested a proposal for a new viable location.

The attached submission includes several information items as requested by the City of Prince Albert's Planning Department to prepare the Committee for further discussion. If there are any additional information items required, please do not hesitate to reach out directly to me using the contact information in my signature below.

Thank you in advance,

Taylor

Recommended Disposition:
Refer to Planning Dept.

Taylor Kawaguchi
Senior Project and Administrative Manager
Cell: 403.650.4324
Direct: 403.650.4324

The Mustard Seed
102 11 Avenue SE Calgary, AB T2G 0X5
TheSeed.ca



The Mustard Seed acknowledges that the land on which we serve is the traditional territories of Indigenous Peoples. Our value of treating all with respect guides us as we strive for reconciliation.

*****Caution:** This email originated from outside the City of Prince Albert email system.

Do not click links or open attachments unless you recognize the sender and know the content is safe. If in doubt contact IT Support (support@citypa.com). ***



PROPOSAL:

The Mustard Seed Prince Albert Emergency Shelter

100 10 Street E, Prince Albert SK

1. Who are we?

The Mustard Seed has been serving people experiencing poverty and homelessness since the 1980s. It has become a haven for those needing help, which is offered through open hands with unconditional love.

The initial idea for a street ministry for the homeless grew out of the Burning Bush Coffeehouse in Calgary, Alberta, which was run by the First Baptist Church in the '70s and early '80s. It became a reality in 1984 when founder Pat Nixon planted The Mustard Seed in an old house downtown, which later grew into a larger building on 11 Avenue SE.

The Mustard Seed has been an agent of change for more than three decades, thanks to our donors, volunteers, and support from the community.

Today, The Mustard Seed has expanded across Western Canada with multiple locations in Alberta and British Columbia including Calgary, Edmonton, Red Deer, Medicine Hat, and Kamloops. We offer an expansive range of programs and services to our most vulnerable community members by providing basic needs (food, clothing, and hygiene items), education, employment programs, health and wellness services, spiritual care, affordable housing, and emergency shelter.

The Mustard Seed meets the immediate needs of those experiencing homelessness and poverty by providing emergency shelter, food, clothing, hot showers, and hygiene supplies.

- In Calgary, our Foothills Shelter has a capacity for 370 adults every night. We offer transportation to and from the Downtown Support Centre, personal locker storage, meal service, bagged lunches, and wrap-around support services for those who are employed. The Downtown Support Centre offers services such as employment support, spiritual care, and access to mail, food, clothing, and hygiene products.
- In Edmonton, we offer various community hub locations throughout the city with daytime programming, food hamper programming, and access to clothing and hygiene products. During COVID-19, our Edmonton location offered several temporary emergency shelters, supporting over 570 shelter beds at their peak. Additionally, The Mustard Seed will be opening a new permanent 50-bed emergency shelter in September 2022.
- In Kamloops, our Outreach Centre has been providing outreach, advocacy, and poverty relief services for the community since 1980. Our Kamloops location has previously



offered emergency winter response beds, but is currently in the process of developing a 20-mat women's shelter, opening September 2022.

- In Red Deer, our Community Support Centre provides nutritious meals, clothing, hygiene products, and a School Lunch Program that provides approximately 450 daily lunches to low-income students in 6 Central Alberta communities. Our shelter in Red Deer provides a safe and sober environment for up to 46 community members in the winter and 35 in the summer months.
- In Medicine Hat, we provide meal programming, food hampers, and access to clothing and hygiene products at our main drop-in location. The Mustard Seed also provides basic services to those experiencing homelessness by operating a 30-bed overnight emergency shelter, the only shelter available in Medicine Hat.

2. Prince Albert Emergency Shelter and Support Centre

On July 18th, The Mustard Seed presented a proposal to Executive Committee to provide an emergency shelter and community support centre at the address of 1306 Central Avenue. While this proposal was not approved as presented, the Executive Committee tasked the Department of Planning, Development Services, and The Mustard Seed to work together to find an alternative location for consideration. On August 15th, Planning and Development Services provided an update report to Executive Committee to outline the ongoing correspondence.

Since the July 18th Executive Committee meeting, The Mustard Seed has reviewed an additional five locations. Based on our viability assessments of the additional locations, The Mustard Seed is proposing its new location at 100 10 Street E. This location is not available on the open market at this time, but the owner of the property has discussed selling this location to The Mustard Seed for the purposes of this program proposal.

1 Services Provided

The Mustard Seed Prince Albert emergency shelter will provide overnight emergency shelter and basic services to community members in Prince Albert experiencing poverty and homelessness. The shelter will provide mats for up to 50 individuals per night.

Guests at the emergency shelter will receive the following services:

- Emergency shelter
- Meal services
- Access to showers and hygiene products
- Access to clothing
- Access to wrap-around support services to support diversion from the shelter
- Support from frontline team

In addition to overnight shelter services, The Mustard Seed will offer a support centre that will be available both to overnight shelter guests and community members in need. The Support



Centre will provide community members access to basic services such as hygiene products and clothing, and will facilitate a daily meal program.

While support services and daily programming will be determined based on the unique needs presented by community members, onsite staff and volunteers will be trained in multiple disciplines including housing, advocacy, employment, and chaplaincy.

2 Hours of Operation

While The Mustard Seed is in the preliminary stages of program development, the proposed hours of operation for the support centre and emergency shelter are as follows:

Support Centre:

Monday – Friday

9:00AM – 5:30PM

Emergency Shelter:

Monday – Sunday

7:00PM – 7:00AM

3 Staffing Model

The Emergency Shelter will have 3-4 staff onsite Monday through Sunday.

The Support Centre will have 3-4 staff onsite Monday through Friday.

4 Community Partners

The Mustard Seed will focus on developing collaborative programming and referral partnerships with other like-minded agencies and organizations. Partnerships are critical to the success not only of our programs but for the community members accessing support and services.

While community engagement opportunities are limited without a confirmed program location, The Mustard Seed has consulted with several community leaders, agencies, and businesses, including but not limited to:

- River Bank Development Corp.
- Prince Albert Grand Council
- Metis Nation Saskatchewan
- Prince Albert Food Bank
- YWCA
- Miller Construction
- City Council
- Planning and Development Services
- Prince Albert Downtown Business Improvement District
- Aodbt Architecture



5 Timeline

Recognizing the weather-sensitive nature of emergency shelter programming, The Mustard Seed is targeting opening for emergency shelter services in winter 2022. This timeline will be dependent on City Council's approval of this introductory letter and a Discretionary Development Permit on the proposed site. In order to accommodate extreme weather, The Mustard Seed would also consider temporary services options on the proposed site while renovations are being completed in order to avoid delays to individuals accessing services.

3. Relationship-Building with Community

a) The Mustard Seed is committed to engaging the surrounding neighbourhood and responding to feedback in all stages of the development process. We will always do our best to facilitate open communication with our neighbours, and prioritize quick turn-around times for any community member inquiries. As part of our community engagement plan with our neighbours, communications will be facilitated in several different ways depending on the status of the development, including but not limited to:

- Mailed or delivered newsletters and pamphlets
- Virtual and/or in-person open house events (subject to COVID-19 safety considerations)
- Email notifications and correspondence
- One-on-one phone and in-person meetings
- Access to program information on a dedicated landing page on The Mustard Seed's website

b) The Mustard Seed is committed to keeping communication lines with the neighbourhood open on an ongoing basis during operations. In all cities that we operate, our best practice is to engage with the local community and execute a Good Neighbour Agreement. In our program development in Prince Albert, The Mustard Seed is willing to continue this best practice of open communication.

c) As part of the relationship with our neighbours, The Mustard Seed is committed to appropriately notifying the community of any significant changes in service provision. Should some significant aspect of operations change, neighbours will be notified of the changes by letter or alternative forms of communication as applicable.

d) In order to engage and educate the neighbourhood on the services we provide to the greater community, The Mustard Seed is committed to an "open door" policy as appropriate. Our team will be available to host tours for any neighbour who wishes to learn more about those we serve.

e) The Mustard Seed works very hard at maintaining a no loitering policy on and around our properties for our shelter guests to ensure the impact of The Mustard Seed is positive to nearby



businesses. Our team will establish a regular neighbourhood cleanup program facilitated by volunteers and community members.

4. Contact Information

a) The Mustard Seed recognizes that City Council and the greater community will have additional questions about the provision of the proposed services. For more information, please find our contact below:

Bill Nixon

Senior Managing Director, Calgary
403.461.9641
billnixon@theseed.ca

Kim Maier

Consultant
kimmaier@theseed.ca

Taylor Kawaguchi

Senior Project and Administrative Manager
403.650.4324
taylorkawaguchi@theseed.ca

TITLE: Landfill Gas Collection Feasibility

DATE: August 31, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That this report be received as information and filed.

TOPIC & PURPOSE:

The purpose of this report is to review the feasibility of a landfill gas collection project at the City of Prince Albert Landfill.

BACKGROUND:

During the March 28, 2022 City Council Regular Meeting, Motion 0134 was carried and requested a report regarding the costs and benefit of performing collection and combustion of landfill gasses, as described in RPT 22-15.

Landfill gases are created as organic waste decomposes under anaerobic (without oxygen) conditions. The majority of gas produced at a landfill is made of almost equal parts methane and carbon dioxide. A collection process would generally involve covering or "capping" a section of the landfill with clay, then drilling a number of vertical wells into the waste and connecting them with underground piping. Vacuum pumps are then used to capture the gas and pipe it to a gas collection facility where it is either piped to a power generation facility or simply combusted by flaring. In either case, the combustion process converts methane into carbon dioxide. Methane is approximately 25 times more effective at trapping heat compared to carbon dioxide.

While flaring is effective at reducing methane gas emissions, it does not use the heat energy produced and provides no economic opportunities. Because of this, after the gas is collected it

is often piped to a power generation facility and combusted in a generator to create electricity as is done in the City of Saskatoon.

The City of Saskatoon's Landfill Gas (LFG) collection project cost was \$13.5 million. The collection system was commissioned in 2013, followed by the power generation system in 2014. The power generation system was commissioned by Saskatoon Light and Power, the City's municipal power company. The project has generated lower than expected revenues and higher than expected expenses. Originally the project was expected to repay all loans in nine years (i.e. 2023). However it is currently projected that there will be over \$500,000 still owing on the original project loans in 2034 when the current contract to purchase electricity with SaskPower expires.

The Prince Albert Landfill reviews projected greenhouse gas emissions annually and has projected the landfill gas production to the year 2070. It is estimated that the Prince Albert Landfill presently produces an average LFG flow of 272 cubic feet per minute (CFM). With current technologies 50% of the LFG produced is typically captured. As such, it is estimated that 136 CFM of LFG could potentially be captured at the Prince Albert Landfill.

Commercially viable LFG electricity generation projects have historically had a threshold of one to two megawatts. To generate this amount of electricity 350 to 700 CFM of landfill gas is required to be collected. The current projection of LFG to 2070 indicates that over this period the amount of LFG that could be collected is not expected to exceed 242 CFM.

PROPOSED APPROACH AND RATIONALE:

After review, it is recommended that a LFG project not be considered at this time.

The Prince Albert Landfill is estimated to produce 272 CFM of LFG. Of the gas produced, approximately 136 CFM may be able to be captured. A commercially viable LFG electricity generation project is expected to require capture of at least 350 CFM of LFG, which is approximately 2.5 times more than can be captured at present. Given the current technology the Prince Albert landfill is not expected to produce a supply of LFG capable of supporting an economically viable project over the next 48 years.

CONSULTATIONS:

N/A

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

No communications or announcement plans are required.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no policy, financial or privacy implications, alternative options, or Official Community Plan considerations.

STRATEGIC PLAN:

The recommendation supports the strategic goals of “Fiscal Management and Accountability” and “Sustainable Growth”.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

Written by: Todd Olexson, Sanitation Manager

Approved by: Director, Public Works & City Manager

TITLE: School Zone and Area Review

DATE: September 2, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the report be taken as information and filed.

TOPIC & PURPOSE:

The purpose of this report is to review the set speed limit in Elementary School Areas within the City of Prince Albert.

BACKGROUND:

The City of Prince Albert contains 17 Elementary Schools within its limits. Roadways adjacent to these schools are comprised of School Zones and School Areas in order to enhance safety for children. A School Area is denoted by School Area signing only, whereas a School Zone is denoted by School Area signing and a reduced speed limit of 30km/hr.

Eight of these Elementary Schools are adjacent to a collector or arterial roadway on one side with a School Area designation and a set speed limit of 50km/hr. Each School Zone and Area is shown in Attachment 1 – Bylaw No. 35 of 2022 Schedule 64 (b).

The 8 Elementary Schools are:

1. Arthur Pechey School (28th Street West)
2. Holy Cross School (15th Avenue East)
3. St. Anne's School (6th Avenue West)

4. Queen Mary School (15th Street West)
5. Riverside School (River Street)
6. Princess Margaret School (4th Street East)
7. Vincent Massey School (28th Street East)
8. St. John's School (15th Avenue East)

The City of Prince Albert's current approach follows national guidelines set by the Transportation Association of Canada (TAC) in the School and Playground Areas and Zones: Guidelines for Application and Implementation Manual. These guidelines were used to determine which streets require a School Area or School Zone designation. The Guide utilizes data such as fencing, road type, sidewalk locations, property lines and more to determine if a speed reduction is warranted along each road segment. It should be noted that all eight school areas listed above are fenced to prevent children from running onto the road.

SGL Crash Statistics were reviewed from 2012-2022 as shown in Table 1 below. It was found that there have been no pedestrian/vehicle collisions in any of the listed School Areas in the last 10 years. However, two recorded incidents of a pedestrian running into the roadway which contributed to vehicular accidents were noted. These incidents occurred in 2012 and 2014.

Table 1: SGL Crash Data 2012 – 2022 in Elementary School Areas

School Zone	Pedestrian Collisions	Corridor	Fenced?
Arthur Pechey	0	28th St E	Yes
St. Anne's	0	6th Ave W	Yes
Queen Mary	0	15th St W	Yes
Riverside	0	River Street E	Yes
Holy Cross	0	15th Ave E	Yes
Princess Margaret	0	4th St E	Yes
Vincent Massey	0	28th St E	Yes
St. John's	0	15th Ave E	Yes
Sum	0		

The Department of Public Works reviewed service calls dating back to 2019 regarding speeding in school zones. There have been 0 documented concerns in this timeframe.

PROPOSED APPROACH AND RATIONALE:

The most effective measure to keep children safe near school areas and zones is to prevent them from running onto the roadway in unexpected locations. Full fencing between busy roadways and having school entrances on less busy streets are two of the factors considered when determining if roads classify as requiring a School Zone or School Area. Table 2 below shows the Transportation Association of Canada School Zone or Area Study Results Matrix. Completed study results of each School Area are shown below in Table 3.

Table 2: TAC School Zone Results Matrix

Total Score	Area or Zone?
0-40	Nothing
41-64	School Area
65-80	School Area or School Zone
81-100	School Zone

Table 3: School Zone Results

School	Arthur Pechey	Vincent Massey	Holy Cross	St. John's	Queen Mary	Princess Margaret	St. Anne's	Riverside
Total Score	57	57	60	62	62	65	70	73

Based on the TAC matrix it was found that 5 of the roadways classify as School Area and 3 classify as School Area or School Zone. This study was considered along with 0 pedestrian collisions in the last 10 years and 0 speeding complaints in the last 3 years, and has led to the recommendation to keep the locations as School Areas.

It is important to consider that the combined Average Daily Traffic near these 8 school zones is 60,810. Reducing these locations from 50km/hr to 30km/hr would add an estimated 180 hours of travel time to motorists each day. This is equivalent to an estimated \$600,000 in additional yearly travel time for Prince Albert residents (*\$15/hr used for time/value estimate*).

CONSULTATIONS:

A letter was received by the Prince Albert Board of Police Commissioners on June 29, 2022 that expressed concern of vehicle-pedestrian collisions in School Areas. Shown in Attachment 2 – Board of Police Commissioners Letter.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no Financial, Privacy or Policy Implications. There are also no Official Community or Communication Plans. There are no Options to the Recommendation.

STRATEGIC PLAN:

This report supports the long-term strategy to provide safe school zones and areas within the City of Prince Albert. This report also supports the long-term strategy to provide safe and effective traffic flow throughout the City of Prince Albert.

PUBLIC NOTICE:

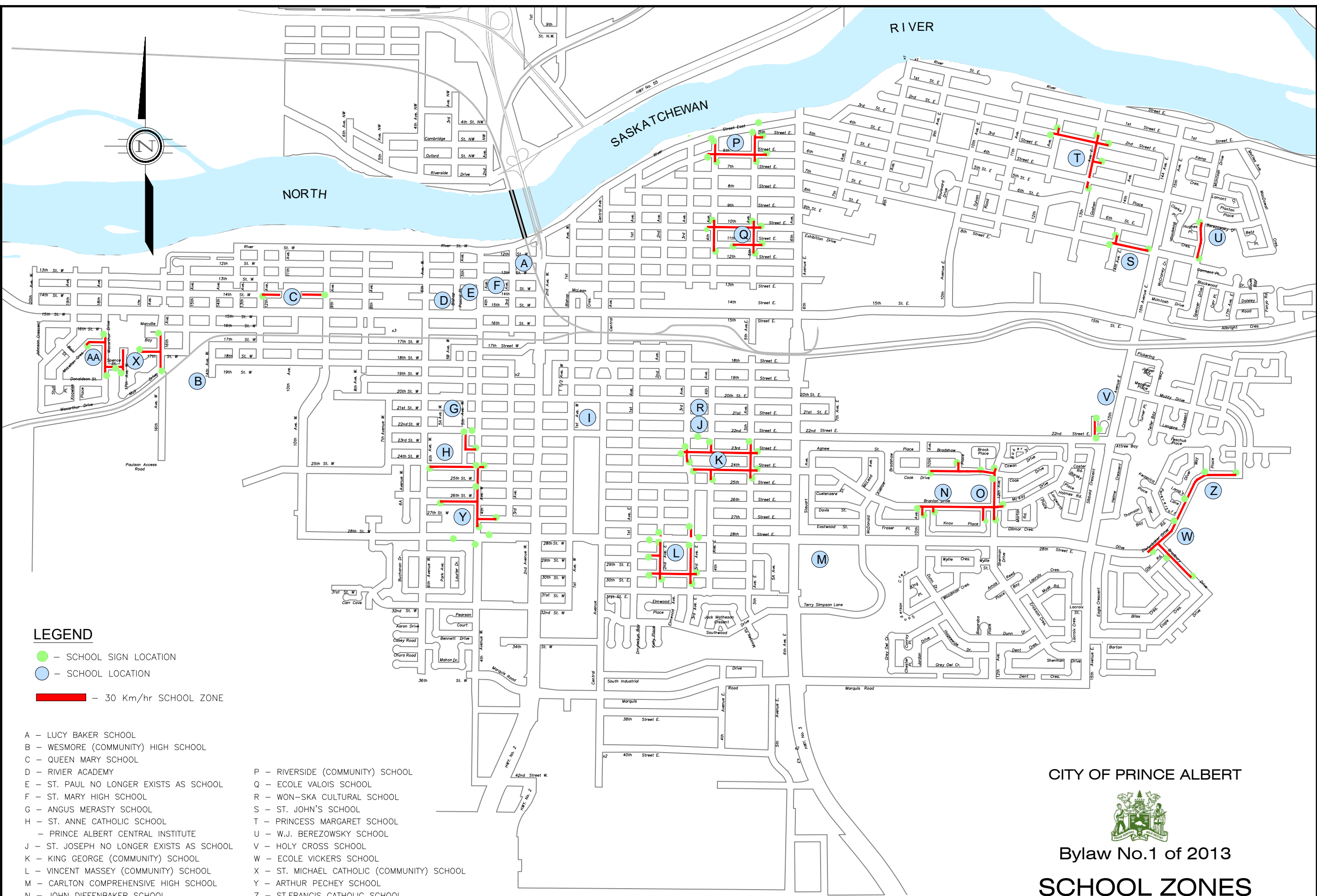
Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

ATTACHMENTS:

1. Attachment 1 - Bylaw No. 35 of 2020 Schedule 64 (b)
2. Attachment 2 - Board of Police Commissioners Letter

Written by: Evan Hastings, Transportation and Traffic Manager

Approved by: Director of Public Works & City Manager




LEGEND

- - SCHOOL SIGN LOCATION
- - SCHOOL LOCATION
- - 30 Km/hr SCHOOL ZONE

- | | |
|--|---|
| <ul style="list-style-type: none"> A - LUCY BAKER SCHOOL B - WESMORE (COMMUNITY) HIGH SCHOOL C - QUEEN MARY SCHOOL D - RIVIER ACADEMY E - ST. PAUL NO LONGER EXISTS AS SCHOOL F - ST. MARY HIGH SCHOOL G - ANGUS MERASTY SCHOOL H - ST. ANNE CATHOLIC SCHOOL I - PRINCE ALBERT CENTRAL INSTITUTE J - ST. JOSEPH NO LONGER EXISTS AS SCHOOL K - KING GEORGE (COMMUNITY) SCHOOL L - VINCENT MASSEY (COMMUNITY) SCHOOL M - CARLTON COMPREHENSIVE HIGH SCHOOL N - JOHN DIEFENBAKER SCHOOL O - TURGEON CATHOLIC SCHOOL | <ul style="list-style-type: none"> P - RIVERSIDE (COMMUNITY) SCHOOL Q - ECOLE VALOIS SCHOOL R - WON-SKA CULTURAL SCHOOL S - ST. JOHN'S SCHOOL T - PRINCESS MARGARET SCHOOL U - W.J. BEREZOWSKY SCHOOL V - HOLY CROSS SCHOOL W - ECOLE VICKERS SCHOOL X - ST. MICHAEL CATHOLIC (COMMUNITY) SCHOOL Y - ARTHUR PECHEY SCHOOL Z - ST.FRANCIS CATHOLIC SCHOOL AA - WESTVIEW (COMMUNITY) SCHOOL |
|--|---|

CITY OF PRINCE ALBERT



Bylaw No.1 of 2013
SCHOOL ZONES

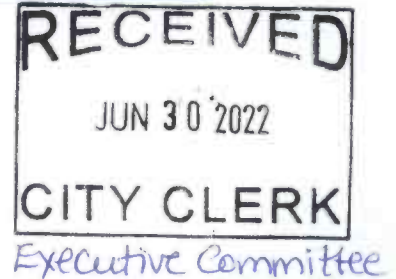
**Prince Albert Board of Police
Commissioners**

1084 Central Avenue
Prince Albert, SK S6V 7P3
PHONE: (306) 953-4303 FAX: (306) 953-4396
WEB: www.papolice.ca



June 29, 2022

Mayor and City Council
2nd Floor, City Clerk's Office
1084 Central Avenue
Prince Albert, SK S6V 7P3



Dear Mayor and Council,

RE: Amendment to Traffic Bylaw No. 35 of 2020

At the June 22, 2022 Board of Police Commissioners meeting, the Board discussed the speed limits currently established for different school zones throughout the City. The Board is deeply concerned with the potential of vehicle-pedestrian accidents especially in areas where speed limits of up to 50 km/hour are permitted. Restricting the maximum allowable speed to 30 km/hour during the school year provides motorists and pedestrians more time to react and can help prevent serious injury.

Accordingly, the Board respectfully requests that City Council consider amending the current Traffic Bylaw No. 35 of 2020 to have all school zones restricted to 30 km/hour for the months of September to June.

Thank you for taking the Board's request into consideration.

Regards,

A handwritten signature in blue ink, appearing to read "Rena Noble".

Rena Noble
Acting Board Secretary
Prince Albert Board of Police Commissioners

**Recommended
Disposition:**

Refer to
Public Works

Cc: *Prince Albert Board of Police Commissioners*
Jonathan Bergen, Chief of Police



RPT 22-332

TITLE: Response to May 2022 Account Payable Payments Inquiries

DATE: August 24, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

To receive as information and file.

TOPIC & PURPOSE:

To provide details for vendor No. 130, 192, and 466

PROPOSED APPROACH AND RATIONALE:

At the August 15, 2022 Executive Committee meeting, administration provided Council RPT 22-286 "May 2022 Account Payable Payments".

Council made Motion 0196:

"That the Financial Services Department forward a report providing details of payables for the following Vendors for consideration by members of Council at an upcoming Executive Committee meeting:"

The following are the details of payments made to the vendor in the month of May 2022 in response to the Council Motion.

No.	Vendor Name	From 05/01/2022 to 05/31/2022	From Start of Year to 05/31/2022	Purpose of Payment
130	Chartered Professional Accountants of Alberta	\$2,919.00	\$5,355.00	Reimbursement of CPA courses for Finance Manager, as per Section 4.02 of the "City of Prince Albert Training and Development Policy". \$2,919.00 is fees for the CPA PEP Capstone 2, and the CPA CFE Final Exam.
192	Honda Canada Finance Inc.	\$1,451.96	\$4,355.88	2021 Honda CRV leased by the Prince Albert Police Services for \$725.98 per month.
466	Dairy Queen	\$15.74	\$15.74	Food and drink purchased for temporary youth worker in distress, due to heat, while working at "Heart of the Youth Pow Yow"

PUBLIC NOTICE:

Public Notice pursuant to Public Notice Bylaw No. 24 of 2015 is not required.

Written by: Ramona Fauchoux, Director of Financial Services

Approved by: City Manager



RPT 22-349

TITLE: June 2022 Accounts Payable Payments

DATE: August 30, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the June 2022 accounts payable payments report be received as information and filed.

TOPIC & PURPOSE:

To provide a year to date list of all payments made by the City to vendors and contractors.

PROPOSED APPROACH AND RATIONALE:

Administration committed to provide Council with a list of accounts payable payments on a monthly basis (RPT# 19-42), therefore the following information is being reported to Council:

1. A list of payments made to vendors and contractors from June 1 – 30, 2022.
2. A list of payments made to vendors and contractors from January 1 – June 30, 2022.

PUBLIC NOTICE:

Public Notice pursuant to Public Notice Bylaw No. 24 of 2015 is not required.

ATTACHMENTS:

1. June 2022 Accounts Payable Payments

Written by: Disha Joshi, Finance Manager

Approved by: Director of Financial Services & City Manager

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
1	Signal Electric Ltd	\$807,056.36	\$807,056.36
2	Municipal Employees Pension Plan	\$666,796.12	\$3,866,850.68
3	PCL Construction Management Inc.	\$402,154.98	\$4,517,077.02
4	JM Cuelenaere Library	\$367,062.60	\$1,273,008.50
5	Bank of Montreal - Mastercard	\$265,671.73	\$1,408,612.25
6	Saskatchewan Public Safety Agency	\$253,325.00	\$847,052.24
7	SaskPower	\$251,732.17	\$1,378,841.58
8	PA Separate School Board	\$188,347.94	\$1,121,773.38
9	BBB Architects Toronto Inc	\$179,228.89	\$1,122,879.37
10	Anderson Motors Ltd.	\$164,189.59	\$284,237.48
11	FirstCanada ULC	\$138,491.87	\$597,836.70
12	Federated Co-Operatives Ltd.	\$137,602.22	\$738,270.04
13	Community Service Centre	\$108,011.68	\$371,830.88
14	Canadian Recreation Solutions Inc.	\$78,972.34	\$78,972.34
15	Superior Infrastructure Restoration	\$76,038.90	\$76,038.90
16	Novus Law Group	\$72,142.14	\$295,103.69
17	Klearwater Equip & Technologies	\$70,850.82	\$246,185.77
18	Avia NG Inc.	\$65,737.98	\$97,872.60
19	SPCA	\$65,496.66	\$228,604.04
20	Mequipco Ltd.	\$64,193.91	\$68,557.32
21	Metalman Art & Design	\$64,035.20	\$67,475.09
22	Prince Albert Regional Economic Dev Alliance	\$61,250.00	\$190,418.03
23	B & B Construction Group Inc.	\$57,477.98	\$572,379.96
24	Mary Longman	\$50,000.00	\$95,000.00
25	ESRI Canada	\$44,814.18	\$108,561.61
26	Engineered Pipe Group	\$43,640.21	\$43,640.21
27	WestVac Industrial Ltd	\$43,420.95	\$535,807.96
28	Darcy's Golf Shop Ltd.	\$42,786.00	\$125,094.98
29	DMM Energy	\$35,696.31	\$143,144.41
30	NCSWM Corporation	\$35,525.00	\$106,575.00
31	AECOM Canada Ltd.	\$34,214.63	\$555,467.28
32	SportFactor	\$33,961.72	\$33,961.72
33	AAA Striping & Seal Coating Service	\$33,944.78	\$33,944.78
34	Flocor	\$32,547.78	\$384,473.09
35	Mann Art Gallery	\$32,000.00	\$82,000.00
36	Delco Automation Inc.	\$30,281.97	\$174,082.37
37	Sask Energy Inc.	\$29,365.89	\$502,904.44

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
38	Cornerstone Insurance	\$28,806.06	\$1,072,134.80
39	Group2 Architecture Engineering Inc	\$27,727.13	\$594,521.59
40	Aquifer Group of Companies	\$26,051.17	\$63,393.20
41	Clear Tech Industries Inc.	\$23,700.35	\$80,643.17
42	Strategic Steps Inc.	\$22,080.67	\$22,080.67
43	Tom Beal	\$21,789.30	\$21,789.30
44	Sysco Food Services	\$20,768.26	\$96,587.80
45	MNP LLP	\$20,256.56	\$62,711.06
46	Evolution AV Ltd.	\$20,041.21	\$30,234.30
47	Early's Farm & Garden Centre	\$19,855.23	\$35,345.62
48	Econolite Canada Inc.	\$19,562.64	\$24,744.98
49	Dmyterko Enterprises Ltd.	\$19,328.40	\$26,003.25
50	Shananigans Coffee & Desert Bar	\$19,224.09	\$19,224.09
51	SaskTel	\$19,146.96	\$113,010.87
52	RNF Ventures Ltd.	\$18,663.92	\$266,656.08
53	Prince Albert Historical Society	\$17,770.00	\$54,310.00
54	Canadian Corps of Commissionaires (North Saskatchewan) Inc.	\$17,727.58	\$142,203.84
55	Danger Sandblasting & Painting 2009 Ltd.	\$17,043.98	\$17,043.98
56	WaterTrax o/a Aquatic Informatics Inc.	\$16,697.18	\$16,697.18
57	Can Union of Public Employees Assoc Local 882	\$16,659.03	\$49,135.04
58	Can Union of Public Employees Assoc Local 160	\$16,524.58	\$86,943.36
59	GL Mobile Communications	\$16,117.93	\$105,646.29
60	HBI Brennan Office Plus Inc.	\$16,093.07	\$85,436.50
61	Crescent Heights Community Club	\$15,500.00	\$37,755.40
62	East End Community Club	\$15,500.00	\$22,429.23
63	East Hill Community Club	\$15,500.00	\$34,141.20
64	West Hill Community Club	\$15,500.00	\$18,819.80
65	Sigma Safety Corp.	\$15,266.54	\$33,924.31
66	Trans-Care Rescue	\$14,989.43	\$15,413.08
67	Brick N Block Masonry Construction Ltd	\$14,707.50	\$34,022.00
68	Prince Albert Policemen's Association	\$14,467.80	\$88,256.23
69	Prairie Oasis Landscaping Inc	\$14,374.50	\$14,374.50
70	NexGen Mechanical Inc.	\$13,557.72	\$34,175.00
71	Sherwin Williams	\$13,443.41	\$27,227.30
72	Bold Dance Productions	\$13,407.43	\$13,922.17
73	Pitney Bowes	\$13,199.61	\$13,199.61
74	Carlton Park Community Club	\$12,750.00	\$16,540.00
75	Crescent Acres Community Club	\$12,750.00	\$16,518.40

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
76	Nordale Community Club	\$12,750.00	\$16,318.86
77	Tash's Flooring Outlet/Window Coverings	\$12,719.96	\$20,162.10
78	United Chemical Limited	\$12,646.52	\$26,173.55
79	Brenntag Canada Inc	\$12,474.00	\$47,433.29
80	Kleen-Bee (P.A.)	\$12,460.16	\$64,305.33
81	101100203 Saskatchewan Ltd.o/a TLS Lawn	\$12,403.16	\$115,605.19
82	Halliday's Trucking	\$12,138.00	\$42,637.88
83	Fer-Marc Equipment Ltd.	\$11,918.85	\$45,632.99
84	Pineland Metal Products Inc.	\$11,862.31	\$13,917.81
85	Greenland Waste Disposal Ltd.	\$11,581.49	\$23,401.98
86	Prince Albert Police Association	\$11,206.21	\$55,704.43
87	A Cut Above Tree Removal	\$11,100.00	\$11,100.00
88	Basler Construction Ltd.	\$10,961.25	\$10,961.25
89	Prince Albert Mobile Crisis Unit	\$10,900.00	\$32,700.00
90	CTOMS	\$10,854.76	\$15,672.72
91	Prince Albert Golf & Curling Club	\$10,833.34	\$37,916.69
92	Raymax Equipment Sales Ltd.	\$10,796.72	\$19,254.58
93	Consortech Solutions Inc	\$10,794.00	\$10,794.00
94	Highline Electric P.A. Ltd	\$10,780.63	\$62,384.46
95	AquaCoustic Remote Technologies Inc	\$10,614.86	\$61,374.46
96	Ballet "N" All That Jazz Dance Centre Inc.	\$10,513.82	\$10,513.82
97	SaskTel CMR	\$10,112.53	\$63,093.52
98	Brent Pillipow	\$9,984.25	\$38,230.72
99	Emco Corporation	\$9,951.15	\$112,818.28
100	Borysiuk Contracting Inc.	\$9,780.00	\$21,125.25
101	Dr. Lindsay Robertson	\$9,754.73	\$11,284.73
102	Cimco Refrigeration	\$9,712.50	\$9,712.50
103	PA Arts Board	\$9,626.84	\$22,126.84
104	Full Line Electric and General Contracting	\$9,610.38	\$22,190.28
105	Eecol Electric (Sask) Ltd.	\$9,451.20	\$78,895.02
106	Christopherson's Industrial Supplies	\$9,138.53	\$42,606.57
107	Prince Albert Firefighter's Association Local 510	\$8,790.30	\$50,367.44
108	Industrial Machine Inc	\$8,661.27	\$8,661.27
109	Nicola Sherwin- Roller M.A.,C.C.C.	\$8,540.76	\$68,024.60
110	Auto Rescue Towing	\$8,504.49	\$51,309.81
111	Bluebear LES	\$8,400.00	\$8,400.00
112	Consolidated Supply Ltd.	\$8,344.98	\$13,351.97
113	PA Markit Signs Ltd.	\$8,179.32	\$18,817.99

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
114	i2 Inc.	\$8,120.01	\$8,120.01
115	Iconix Waterworks LP	\$8,026.24	\$8,180.53
116	Cummins Western Canada	\$7,651.65	\$7,651.65
117	Redhead Equipment Ltd.	\$7,550.56	\$204,502.63
118	WJF Instrumentation (1990) Ltd.	\$7,428.75	\$7,932.75
119	Knotty Pine Bistro	\$7,400.00	\$42,798.33
120	The Feldman Agency Inc.	\$7,325.00	\$13,575.00
121	Tetra Tech Canada Inc	\$7,251.87	\$69,543.21
122	Mr Plumber	\$7,203.19	\$111,738.60
123	Prince Albert Pikes Synchronized Swimming Club	\$7,200.00	\$7,200.00
124	High Q Greenhouses Inc.	\$6,771.21	\$6,771.21
125	Automated Aquatics Canada Ltd.	\$6,765.68	\$26,307.23
126	Vallen Canada Inc.	\$6,582.67	\$6,582.67
127	Prince Albert Council for the Arts	\$6,500.00	\$6,500.00
128	Brett Young	\$6,434.51	\$6,434.51
129	Acklands Ltd.	\$6,420.07	\$37,077.96
130	CRL Engineering Ltd.	\$6,360.30	\$17,446.98
131	OK Tire & Auto Service	\$6,213.92	\$18,748.33
132	Canadian Ramp Company	\$6,182.03	\$12,364.08
133	Prince Albert Dance Company	\$6,118.53	\$6,118.53
134	Prince Albert Gymnastics Club	\$6,000.00	\$6,000.00
135	Richard Pytlak	\$5,938.50	\$32,634.00
136	P A Fast Print Inc.	\$5,895.84	\$19,508.43
137	Canadian Tire	\$5,474.26	\$15,949.11
138	Paulsen & Son Excavating Ltd.	\$5,398.76	\$17,894.90
139	Blue Moose Media Inc	\$5,373.00	\$9,010.50
140	K & D Equipment Services	\$5,315.63	\$25,767.03
141	Sign Universe	\$5,311.35	\$6,505.71
142	Capstone Community Marketing	\$5,208.24	\$19,447.66
143	Wolseley Waterworks	\$5,140.02	\$193,434.32
144	Turf Care Products Canada Ltd.	\$5,040.00	\$5,040.00
145	Nemco Resources Ltd.	\$4,967.23	\$18,823.31
146	Gregg Distributors	\$4,964.90	\$14,552.73
147	Napa Auto Parts	\$4,802.80	\$15,778.01
148	Lake Country Co-operative Ltd.	\$4,783.05	\$23,274.46
149	Madsen Fence Ltd.	\$4,717.16	\$10,474.27
150	Thorpe Bros. Ltd.	\$4,658.83	\$17,704.86
151	CDW Canada Inc	\$4,574.17	\$30,553.33
152	Air Canada	\$4,477.29	\$7,959.08

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
153	Econo Lumber	\$4,475.84	\$14,345.57
154	Maxim Transportation Services Inc.	\$4,460.77	\$57,426.17
155	Bandet Holdings Ltd.	\$4,344.38	\$7,480.46
156	Prince Albert Community Basketball Assoc Inc.	\$4,285.00	\$4,285.00
157	Fountain Tire Prince Albert Ltd	\$4,273.63	\$12,527.74
158	Halcro Metals Inc.	\$4,157.40	\$15,693.46
159	Loraas Disposal North Ltd	\$4,128.93	\$5,757.46
160	UniTech Office Solutions, Ltd.	\$4,124.89	\$43,348.16
161	Oak Creek Golf & Turf Inc.	\$4,117.62	\$14,442.66
162	Cypress Sales Partnership	\$3,946.05	\$4,906.42
163	Technical Safety Authority of Saskatchewan	\$3,925.00	\$5,806.00
164	Minto Rec Centre & Lounge	\$3,912.30	\$3,912.30
165	Share	\$3,910.00	\$8,039.60
166	Asiil Enterprises Ltd.	\$3,881.07	\$52,489.62
167	Thorpe Industries Ltd	\$3,718.50	\$44,462.16
168	Entandem Inc	\$3,713.78	\$5,490.05
169	ALS Environmental	\$3,625.11	\$15,422.04
170	TK Elevator (Canada) Ltd.	\$3,624.38	\$11,552.82
171	Lite-Way Electric Ltd.	\$3,599.38	\$9,965.10
172	Nozzle Forward LLC	\$3,530.00	\$3,530.00
173	Prince Albert Beverages	\$3,442.70	\$27,328.28
174	Lloyd Libke Law Enforcement Sales Inc.	\$3,360.00	\$3,360.00
175	Sutherland Automotive	\$3,266.21	\$30,570.37
176	Performing Arts Warehouse	\$3,187.59	\$6,187.59
177	OCR Canada	\$3,152.40	\$3,152.40
178	ATS Traffic Ltd	\$3,148.02	\$14,657.73
179	Rona Inc. - Prince Albert	\$3,125.94	\$16,113.73
180	Lynda Monahan	\$3,096.50	\$6,193.00
181	PR Septic Services 1997 Ltd.	\$3,078.90	\$12,236.76
182	Townfolio Inc o/a Munisight Ltd.	\$2,997.00	\$2,997.00
183	Transportation Association of Canada	\$2,992.50	\$3,889.20
184	B A Robinson Co. Ltd.	\$2,963.70	\$40,776.52
185	Amazon.ca	\$2,939.35	\$25,440.97
186	Nudawn Sparkle Cleaners & Laundry Ltd.	\$2,898.22	\$13,467.18
187	Purolator Courier Ltd.	\$2,757.51	\$16,645.58
188	Fastenal	\$2,724.98	\$22,889.80
189	Harlan Fairbanks	\$2,716.83	\$21,849.23
190	Ruszkowski Enterprises Ltd	\$2,701.13	\$95,897.79
191	Tri Sonic Sound	\$2,667.00	\$2,667.00
192	Stokes International	\$2,637.39	\$3,692.18

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
193	Robert Haakenson	\$2,625.00	\$2,625.00
194	D & J Smitty's Ice Cream Vending	\$2,620.80	\$3,158.40
195	Canadian Imperial Bank of Commerce	\$2,618.64	\$18,314.88
196	Davtech Analytical Services (Canada) Inc.	\$2,613.71	\$43,870.90
197	City of Saskatoon	\$2,604.00	\$58,328.43
198	Tyrone Enterprises Inc	\$2,559.39	\$9,431.67
199	Prince Albert Rent A Car	\$2,497.50	\$11,877.00
200	Heartland Kitchens Ltd.	\$2,486.40	\$2,486.40
201	Kal Tire Ltd.	\$2,483.43	\$9,718.88
202	Jesse Campbell	\$2,467.85	\$4,153.30
203	Rampart International Corp	\$2,408.66	\$3,348.62
204	Eaton Industries (Canada) Company	\$2,405.37	\$2,405.37
205	Certified Laboratories	\$2,373.90	\$13,712.49
206	Saskatchewan Assessment Appraisers Association	\$2,362.50	\$4,042.50
207	P A Battery & Truck Accessories	\$2,360.70	\$10,914.55
208	Express It More Promotional Products	\$2,351.14	\$2,351.14
209	United Rentals of Canada Inc	\$2,346.54	\$10,186.62
210	Frontline Outfitters Ltd	\$2,341.89	\$27,509.98
211	Westjet	\$2,323.45	\$9,650.36
212	Complete Distribution Services	\$2,227.65	\$16,327.54
213	Source For Sports	\$2,203.92	\$3,647.53
214	Millsap Fuel Distributors	\$2,190.90	\$4,976.03
215	The Bolt Supply House Ltd	\$2,181.05	\$25,953.16
216	Marcy Friesen	\$2,166.26	\$2,341.68
217	K-9 Dynamics	\$2,144.91	\$3,582.80
218	The Backyard and Compost Corner	\$2,121.75	\$2,121.75
219	Ace of Carts Ltd	\$2,109.00	\$2,109.00
220	Dove Holdings Inc	\$2,100.00	\$7,350.00
221	1215404 BC Ltd.	\$2,085.15	\$7,865.75
222	Frontline Truck & Trailer	\$2,022.43	\$9,732.23
223	Marriott Hotels & Resorts	\$2,000.78	\$4,327.23
224	Art Gordon	\$2,000.00	\$2,000.00
225	Heidi Munro	\$2,000.00	\$2,000.00
226	Triod Supply Ltd.	\$1,998.00	\$3,779.55
227	S & K Mechanical Ltd.	\$1,894.98	\$2,429.92
228	Princess Auto	\$1,858.22	\$12,911.66
229	Off The Cuff Improv & Interactive	\$1,840.00	\$2,240.00
230	CPKN Network Inc.	\$1,830.15	\$3,137.40
231	DMC Cleaning Inc.	\$1,820.40	\$5,481.72
232	Williams Scotsman Canada	\$1,789.32	\$5,367.96

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
233	Prince Albert Umpires Association	\$1,720.00	\$1,720.00
234	Peerless Engineering Sales Ltd.	\$1,718.48	\$13,829.43
235	Prince Albert Northern Bus Lines Ltd.	\$1,665.00	\$1,665.00
236	ABC Fire & Safety Equipment	\$1,628.37	\$1,880.17
237	Mr J's Maintenance Ltd.	\$1,603.95	\$4,717.51
238	Alex Powalinsky o/a All my Relations Photography	\$1,600.00	\$1,600.00
239	GardaWorld Cash Services Canada Corp	\$1,567.66	\$6,557.12
240	Aquam Inc	\$1,547.89	\$1,547.89
241	Joel Miedema	\$1,500.00	\$1,500.00
242	Costco.ca	\$1,491.78	\$6,407.52
243	Triple R Contracting Ltd	\$1,472.64	\$2,601.39
244	Prairie Meats	\$1,459.44	\$13,773.56
245	Honda Canada Finance Inc	\$1,451.96	\$5,807.84
246	Wholesale Club	\$1,447.25	\$5,510.86
247	G.E. Environmental Solutions Inc	\$1,446.89	\$23,212.61
248	Anthony Pederson	\$1,445.00	\$1,445.00
249	Bob Reed	\$1,420.81	\$1,420.81
250	Camions Carl Thibault Inc.	\$1,419.46	\$1,419.46
251	Toshiba Business Solutions	\$1,408.50	\$4,826.91
252	SOS Electrical Ltd.	\$1,396.39	\$2,916.95
253	Jump.ca	\$1,376.45	\$7,455.17
254	911 Supply and Adventure	\$1,362.35	\$2,347.19
255	MSC Industrial Supply ULC	\$1,360.84	\$9,989.26
256	Locke Electric	\$1,332.00	\$1,332.00
257	Green For Life Environmental	\$1,329.73	\$6,288.97
258	Percy H. Davis Limited	\$1,322.93	\$2,613.54
259	Old Dutch Foods Ltd.	\$1,317.88	\$4,236.21
260	Canada Ticket Inc	\$1,280.50	\$1,280.50
261	Folio Jumpline Publishing Inc.	\$1,280.49	\$5,209.71
262	Helgason Contracting	\$1,276.50	\$1,276.50
263	Harvey Anderson	\$1,250.00	\$2,750.00
264	Donna Strauss	\$1,250.00	\$3,950.00
265	Staples	\$1,243.47	\$7,591.34
266	Superior Truck Equipment Inc./North America	\$1,215.04	\$4,293.23
267	Best Buy	\$1,212.67	\$9,135.84
268	Mike Zaparaniuk	\$1,200.00	\$1,200.00
269	Sask Research Council	\$1,193.85	\$20,367.64
270	CentralSquare Canada Software Inc.	\$1,181.25	\$32,224.29
271	Impact Mechanical Service Ltd.	\$1,159.95	\$31,765.11

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
272	Clark's Supply & Service Ltd.	\$1,150.94	\$7,378.14
273	Glenmor Equipment LP	\$1,144.97	\$105,687.67
274	Paradigm Software	\$1,144.85	\$6,113.95
275	Mumby Manufacturing Ltd & Northland Rec Supply	\$1,135.53	\$1,135.53
276	Canadian Linen and Uniform Service	\$1,114.44	\$5,831.83
277	Business Furnishing (Sask) Ltd	\$1,105.56	\$1,105.56
278	Saskatoon Boiler Mfg. Co. Ltd.	\$1,058.75	\$12,123.25
279	Charles Repair & Service Co. Ltd.	\$1,051.38	\$6,047.28
280	Golf Saskatchewan	\$1,050.00	\$1,050.00
281	Slow Burn Recycling Services	\$1,027.32	\$1,027.32
282	Konica Minolta Business Solutions Canada Ltd.	\$1,022.75	\$5,313.56
283	CTV Television Inc.	\$1,018.50	\$4,253.55
284	Calvary United Church	\$1,000.00	\$1,000.00
285	C & C Accounting Services	\$1,000.00	\$6,000.00
286	Plaza 88 Event Centre Inc.	\$1,000.00	\$1,000.00
287	Red Wolf Boxing Club	\$1,000.00	\$1,000.00
288	U15 Astros	\$1,000.00	\$1,000.00
289	Ramada Hotel	\$994.09	\$994.09
290	Eventbrite	\$992.25	\$4,003.02
291	A1 Locksmithing	\$977.91	\$8,033.29
292	Receiver General of Canada	\$960.00	\$18,877.25
293	Zoho Canada Corporation	\$952.88	\$15,689.81
294	Shred-it International ULC	\$932.76	\$10,557.20
295	Best Western Hotels	\$930.57	\$3,474.23
296	Comfort Inn	\$924.00	\$1,390.64
297	Vermette Wood Preservers Ltd.	\$920.40	\$2,169.90
298	Brandt Tractor Ltd.	\$902.04	\$32,717.79
299	Saunders Electric Ltd.	\$901.18	\$26,561.23
300	Agence Station Bleue	\$900.00	\$4,800.00
301	Neighborhood Caterers	\$896.10	\$1,815.17
302	Jay's Transportation Group Ltd.	\$880.65	\$4,554.81
303	Van Houtte Coffee Services Inc	\$869.23	\$9,396.07
304	Overhead Door of Prince Albert Ltd.	\$867.48	\$7,097.59
305	Global Industrial Canada	\$858.91	\$1,067.36
306	City Hall Social Club	\$855.00	\$2,080.00
307	Information Services Corporation	\$847.78	\$4,393.44
308	Don's Photo Shop	\$845.77	\$1,212.06
309	Western Canada Water & Wastewater Association & Constituent Orga	\$845.25	\$845.25
310	Nicole A Sawchuk Barrister and Solicitor	\$842.61	\$11,388.14
311	Big Hill Services Ltd.	\$841.72	\$841.72

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
312	Applied Industrial Technologies	\$837.77	\$25,595.62
313	Trudel Auto Body Collision Centre Ltd	\$832.71	\$999.56
314	Shaw Cable	\$824.96	\$2,532.93
315	Riverview Mechanical Ltd.	\$811.84	\$1,094.12
316	Gary Ostafichuk	\$800.00	\$800.00
317	Sask Health Authority	\$800.00	\$800.00
318	The Fire Place Hut	\$800.00	\$800.00
319	Tree Pottery Supply Ltd	\$793.12	\$2,682.88
320	Sask Rivers School Div #119	\$787.50	\$174,237.22
321	International Association of Airport Executive Canada	\$777.00	\$4,660.94
322	Special Event Tents	\$777.00	\$777.00
323	Madelyn Ouellett	\$775.00	\$775.00
324	Scentiments Floral Ltd.	\$760.14	\$760.14
325	Hach Sales & Service Canada Ltd	\$757.83	\$4,243.65
326	Pet Planet	\$754.72	\$2,079.30
327	My Place Catering	\$750.59	\$6,774.94
328	Fire Fighters Entertainment Fund	\$750.00	\$4,440.00
329	Bethany Leachman	\$750.00	\$750.00
330	Katelyn Lehner	\$750.00	\$750.00
331	Ryan ULC	\$750.00	\$1,500.00
332	First General Services (PA) Ltd.	\$738.81	\$15,847.30
333	Saskatchewan Polytechnic-Prince Albert Campus	\$733.00	\$20,705.68
334	Vicki Gauthier	\$720.00	\$2,420.00
335	R & R Products Inc	\$717.82	\$4,948.70
336	AODBT Architects Ltd	\$715.56	\$15,135.90
337	Accra Lock & Safe Co. Ltd.	\$707.21	\$2,507.23
338	Colin Klassen	\$700.00	\$700.00
339	Lannie Muggleston	\$680.00	\$3,040.00
340	Berk Jodoin	\$675.00	\$675.00
341	102139847 Sask Ltd o/a Prince Albert Security Services	\$666.00	\$666.00
342	Finning International Inc.	\$663.02	\$421,849.54
343	B & P Water Shop Inc	\$638.40	\$2,903.80
344	Prince Albert Golf and Curling Club	\$636.94	\$699.54
345	Pattison Media Ltd	\$635.51	\$4,443.02
346	Gloria Bell	\$635.00	\$2,785.00
347	Saskatchewan Economic Developers Assoc.	\$630.00	\$630.00
348	Sport Tourism Canada	\$630.00	\$630.00
349	TNT Work & Rescue Inc	\$614.36	\$2,203.17
350	Jen's Book-Keeping Services	\$610.50	\$3,052.50
351	Extreme Technology	\$610.41	\$610.41

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
352	Grammarly Inc.	\$599.70	\$599.70
353	Postmedia Network Inc.	\$598.39	\$598.39
354	Fort Garry Industries Ltd.	\$592.58	\$2,806.60
355	Cindy Gallegos	\$590.00	\$3,120.00
356	Ben's Auto Glass	\$588.26	\$1,941.79
357	Adrian Vermette	\$586.40	\$4,302.70
358	Secur Tek	\$586.08	\$1,129.78
359	Delta Hotels	\$583.50	\$1,280.77
360	Neuman Thompson	\$583.15	\$583.15
361	Clunie Consulting Engineers Ltd.	\$577.50	\$924.00
362	Stapleton's Great Adventure Company	\$577.16	\$577.16
363	TMG Industrial	\$575.54	\$957.54
364	Royal Reporting Veritext Litigation Solutions Canada Inc.	\$567.00	\$567.00
365	Cole-Parmer Instrument Co.	\$563.06	\$2,522.99
366	Dakota Dunes Resort	\$556.79	\$556.79
367	Canoe Procurement Group of Canada	\$555.00	\$14,595.44
368	Clique Hotels	\$552.95	\$552.95
369	Tisdale Motor Rewinding (1984) Ltd.	\$539.46	\$1,535.13
370	Facebook Inc.	\$527.20	\$2,084.24
371	Cherise Arnesen	\$525.00	\$600.00
372	RCMP	\$525.00	\$3,687.55
373	The Brick	\$522.64	\$522.64
374	AlphaCard	\$520.22	\$2,977.49
375	Adnet Agency	\$519.75	\$1,039.50
376	Global Sign Inc.	\$517.92	\$1,221.15
377	Shelly Bird	\$510.00	\$1,200.00
378	MyZone Printing	\$509.67	\$509.67
379	Jamie Hutchinson	\$500.00	\$500.00
380	Yu Ling Li	\$500.00	\$500.00
381	Saskatchewan Association of Chiefs of Police	\$500.00	\$1,355.00
382	Spirit Strong Singers	\$500.00	\$500.00
383	West Flat Citizens Group Inc.	\$500.00	\$3,000.00
384	Cherlock & Safe	\$499.50	\$2,627.10
385	Exact Fencing Ltd.	\$499.50	\$499.50
386	P A Express Ltd.	\$496.92	\$1,155.38
387	Softchoice Corporation	\$488.98	\$75,785.12
388	North Star Trophies & Screen Printing	\$481.98	\$4,133.61
389	4 Horsemen Fitness	\$471.42	\$471.42
390	Superstore	\$462.62	\$1,045.11
391	Lawson Products Inc	\$452.08	\$2,936.03

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
392	Saskatchewan Water & Wastewater Association	\$441.00	\$501.50
393	American Water Works Assoc	\$438.05	\$438.05
394	Vibco Vibration Product	\$436.86	\$436.86
395	Canadian Golf Superintendents Association	\$431.55	\$798.80
396	Kassie Svendsen	\$420.00	\$420.00
397	Reed Security Group	\$418.42	\$2,514.90
398	Safeway Canada Ltd.	\$402.97	\$1,329.64
399	Dennis Adams	\$400.00	\$400.00
400	Mick Gratias	\$400.00	\$400.00
401	Dean Kushneryk	\$400.00	\$400.00
402	Cheryl Stevenson	\$400.00	\$400.00
403	Secure Choice Moving & Storage	\$396.50	\$987.50
404	Ruth Griffiths	\$385.00	\$1,795.00
405	Royal Hotel	\$384.75	\$384.75
406	Park Range Veterinary Services	\$382.95	\$1,274.14
407	IFIDS	\$374.34	\$1,263.19
408	Sask Polytechnic-Moose Jaw Campus	\$370.00	\$370.00
409	Puetz Enterprises Ltd.	\$367.17	\$10,511.44
410	Truck Outfitters Prince Albert Inc.	\$366.30	\$1,645.20
411	Bonnie Bailey	\$358.65	\$571.75
412	Site One Landscape Supplies	\$353.79	\$26,772.81
413	Reflections Auto & Window Glass	\$345.25	\$2,881.38
414	Johnson Controls Ltd.	\$343.15	\$13,645.43
415	Practica Ltd	\$339.19	\$675.28
416	Parkland Emergency Medical Services	\$336.00	\$1,344.00
417	Kushal P. Dave	\$333.00	\$416.21
418	Westburne	\$332.92	\$7,189.43
419	Party City	\$332.19	\$685.32
420	Igus Inc	\$328.99	\$328.99
421	Shelly Linger	\$325.00	\$1,015.00
422	Opening Doors to Tomorrow	\$325.00	\$325.00
423	Lindsay Urquhart	\$315.00	\$1,177.09
424	Ellen Grewcock	\$308.94	\$308.94
425	Crestline Coach Ltd.	\$308.47	\$776.57
426	Latent Forensic Services Inc.	\$305.20	\$1,194.80
427	Ben Myo	\$300.00	\$300.00
428	Pamela Nelson	\$300.00	\$800.00
429	Raylene Melnyk	\$290.00	\$1,460.00
430	Community Drug Alert Online	\$288.75	\$288.75
431	Earthworks Equipment	\$278.18	\$25,756.43

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
432	Cherry Insurance	\$277.50	\$1,665.00
433	Prince Albert Shopper	\$271.95	\$2,048.83
434	Peavey Mart	\$266.71	\$2,228.22
435	ALSCO Canada Corp - Saskatoon	\$261.90	\$1,702.35
436	Suzanne Stubbs	\$260.00	\$2,995.00
437	Town of Wakaw	\$260.00	\$260.00
438	Coronet Hotel	\$257.25	\$2,229.50
439	Avison Young ITF 1540709 Ontario Limited	\$250.00	\$250.00
440	Zirkia Grobler	\$250.00	\$2,060.00
441	Kirk Pilon	\$250.00	\$410.00
442	Wal-Mart Canada Corp.	\$246.61	\$2,333.11
443	Kerri MacLeod	\$245.00	\$1,220.00
444	Saskatchewan Safety Council	\$241.50	\$1,471.78
445	Shoppers Drug Mart - JASH RX Enterprises Ltd.	\$241.32	\$11,147.10
446	Willie Ermine	\$240.00	\$240.00
447	Esso	\$238.99	\$319.33
448	Allan Adam	\$235.20	\$235.20
449	Starlink	\$233.10	\$1,458.54
450	Dee-Jacks Custom Metal and Welding	\$232.87	\$6,017.85
451	Marlene Peterson	\$225.00	\$225.00
452	102139847 Sask Ltd	\$222.00	\$222.00
453	Donald Donayre	\$222.00	\$222.00
454	Prince Albert Photocopier Ltd.	\$220.89	\$2,348.54
455	High Purity Water Services	\$220.50	\$346.50
456	Tim Hortons	\$218.18	\$1,142.82
457	Roc Tan Corporation	\$215.45	\$215.45
458	SaskOutdoors	\$215.00	\$215.00
459	ISA - Prairie Chapter	\$214.58	\$1,015.16
460	Terri Lee Royea	\$210.00	\$210.00
461	Wurth Canada Ltd.	\$210.00	\$403.94
462	Saskatoon Airport Authority	\$208.00	\$505.00
463	Wood Environment & Infrastructure Solutions	\$203.68	\$2,932.54
464	Connor Daigneault	\$203.65	\$203.65
465	Ralph Boychuk	\$200.00	\$350.00
466	Leah M Dorion	\$200.00	\$200.00
467	Ted Peachy	\$200.00	\$200.00
468	Joe Rybinski	\$200.00	\$200.00
469	Mike Rybinski	\$200.00	\$200.00
470	Derek Sand	\$200.00	\$200.00
471	Telus Mobility	\$198.69	\$1,192.14

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
472	Dekalam Hire Learning Inc	\$197.00	\$197.00
473	Garry Edmison	\$188.70	\$188.70
474	Thor Security Ltd.	\$177.60	\$11,968.02
475	Tru North RV, Auto & Marine	\$176.81	\$1,780.15
476	Fundraising For A Cause	\$176.03	\$176.03
477	Doyle Ironstand	\$175.00	\$175.00
478	Mike Moog	\$175.00	\$175.00
479	Kim Villeneuve	\$175.00	\$175.00
480	Eriks Industrial Services	\$170.50	\$170.50
481	Precision Design & Manufacturing	\$166.92	\$199.37
482	Absolute Fire Protection	\$166.50	\$3,027.17
483	Dale Dubray	\$166.50	\$166.50
484	Dollarama	\$153.35	\$371.75
485	Samantha Bournof	\$150.00	\$150.00
486	Alex Chisholm	\$150.00	\$150.00
487	Donny Corrigan	\$150.00	\$150.00
488	Rotche Laserna	\$150.00	\$150.00
489	Relan Meeks	\$150.00	\$1,150.00
490	Operator Certification Board	\$150.00	\$1,950.00
491	Stephanie Turner	\$150.00	\$150.00
492	Felix Casavant	\$148.50	\$148.50
493	Direct Collect Inc.	\$145.61	\$637.88
494	Mann-Northway AutoSource	\$145.51	\$1,655.35
495	Prince Albert Raiders Hockey Club Inc.	\$144.00	\$564.00
496	Stanley Mission Store	\$142.85	\$142.85
497	Hillside Physical Health & Fitness	\$140.00	\$315.00
498	Kristy Hoornick	\$140.00	\$420.00
499	Kayanna Rae Wirtz	\$140.00	\$290.00
500	Melfort Campus	\$135.00	\$540.00
501	Save on Foods	\$130.44	\$251.45
502	Scott Roos	\$125.00	\$125.00
503	William Yannacoulis	\$125.00	\$125.00
504	Venice House	\$123.18	\$326.26
505	Cansel	\$121.88	\$85,283.37
506	Lana A Folden	\$121.67	\$121.67
507	Aida Petrovic	\$121.67	\$121.67
508	Action Printing Company Ltd.	\$120.99	\$11,319.69
509	Motion Industries Canada Inc.	\$110.44	\$836.54
510	East Hill Esso	\$105.34	\$558.78
511	Canadian Assoc of Police Governance	\$105.00	\$7,830.00

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
512	Shermco Industries Canada Inc.	\$105.00	\$1,199.63
513	Weir Canada Inc.	\$104.33	\$208.66
514	Connecting Strengths	\$104.00	\$104.00
515	Elite Medic	\$103.90	\$103.90
516	Success Office Systems Inc	\$103.69	\$192.62
517	Humanity Inc.	\$103.00	\$626.84
518	Dave Arsenault	\$100.00	\$100.00
519	Jerry Demeria	\$100.00	\$100.00
520	Nancy Hagen	\$100.00	\$100.00
521	Kelly Kawula	\$100.00	\$100.00
522	Saskatchewan Turfgrass Association	\$100.00	\$200.00
523	Gas Plus Station	\$97.20	\$97.20
524	Music Theatre International	\$96.56	\$20,314.82
525	Mail Chimp .com	\$96.27	\$573.08
526	Light in the Box .com	\$90.20	\$90.20
527	Infosat Communications Inc.	\$89.44	\$536.64
528	Zoom Canada	\$88.80	\$532.80
529	Adobe Systems	\$86.56	\$785.63
530	Ethan Waldner	\$84.94	\$827.44
531	Jordon Gabriel-Cannon	\$80.45	\$332.45
532	Shell Canada	\$80.00	\$1,235.51
533	P A Janitorial Services 1983	\$79.92	\$962.37
534	Lakeland Ford Sales (2009) Ltd.	\$79.88	\$3,715.17
535	Ray Littlechilds	\$78.75	\$78.75
536	Yewr Way Confectionary	\$77.96	\$77.96
537	Google	\$76.02	\$867.92
538	Central Security B.P.G	\$75.00	\$175.00
539	Dillon Gazandler	\$75.00	\$75.00
540	Lauren Lohneis	\$75.00	\$275.00
541	Dennis Jeffries	\$73.50	\$73.50
542	Margo Supplies Ltd	\$71.84	\$71.84
543	Institute of Transportation Engineers	\$66.56	\$66.56
544	Ron Poetker	\$65.37	\$65.37
545	Misc Mastercard Vendors	\$64.97	\$2,360.91
546	Fas Gas Oil Ltd.	\$63.60	\$219.18
547	Halloween Costumes.ca	\$62.96	\$62.96
548	Blueline Taxi	\$61.50	\$103.67
549	Elly Mitchell	\$60.00	\$210.00
550	Karstin Mitchell	\$60.00	\$240.00
551	Production Lighting Ltd	\$59.30	\$410.69

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
552	Shoppers Drug Mart a/o 102141239 Sask Ltd.	\$56.58	\$639.85
553	Samantha Burnouf	\$50.00	\$50.00
554	Maya Duffield	\$50.00	\$50.00
555	Mercy Glover	\$50.00	\$50.00
556	Taya Lebel	\$50.00	\$50.00
557	Joshua Stumpf	\$50.00	\$170.00
558	Warren's Parcel Express Inc.	\$49.25	\$227.89
559	Windsor Plywood	\$47.15	\$2,833.27
560	Lucid Software Inc.	\$44.03	\$259.70
561	Municipal World Inc	\$39.80	\$39.80
562	J2 Efax	\$37.47	\$224.82
563	Care Cabs	\$36.70	\$36.70
564	West Hill Medical Clinic	\$35.00	\$870.00
565	McDonald's Restaurants	\$34.33	\$34.33
566	The Star Phoenix	\$33.60	\$201.60
567	Minute Muffler	\$33.29	\$259.16
568	Zazzle	\$33.13	\$33.13
569	Bell Canada	\$32.82	\$98.46
570	PetSmart	\$31.06	\$215.27
571	Prince Albert Medical Clinic	\$30.00	\$30.00
572	Michael's Store	\$28.05	\$207.66
573	Canada Post Corporation	\$26.85	\$1,900.49
574	Manchur Pools & Spas (1989)	\$24.54	\$24.54
575	Harold's IGA	\$23.82	\$234.05
576	JYSK	\$22.19	\$549.34
577	Microsoftstore. Com	\$21.31	\$229.99
578	Wix.com	\$20.98	\$101.29
579	The Provincial Mediation Board	\$20.00	\$20.00
580	Saskatchewan Women In Policing	\$20.00	\$3,865.00
581	Creative Market	\$19.85	\$187.96
582	Steve's Auto Electric	\$17.41	\$1,241.87
583	Apple	\$15.52	\$97.41
584	Be Funky	\$13.33	\$26.51
585	Integromat LLC	\$12.01	\$70.80
586	Spotify	\$11.09	\$66.54
587	California State University	\$10.39	\$2,257.13
588	University of Regina	\$10.34	\$19,008.54
589	City of Prince Albert	\$10.00	\$35.00
590	McDonald's Restaurants of Canada Ltd.	\$9.04	\$85.50
591	ParkMobile	\$5.35	\$5.35

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
592	City of Regina	\$4.17	\$4.17
593	Torstar Group	\$1.05	\$1.05
594	Secure Energy Services Inc.		\$950,791.93
595	Acme Infrastructure Services Inc.		\$692,987.22
596	Saskatchewan Workers Compensation Board		\$346,801.50
597	Wheatland Builders & Concrete Ltd.		\$212,960.02
598	Versaterm Public Safety Inc		\$196,511.70
599	ULS Maintenance & Landscaping Inc.		\$144,361.59
600	ZIRCO (1989) Ltd		\$112,358.85
601	Investors Group Financial Service		\$91,051.10
602	SAKAMOTO PROMOTIONS, INC		\$82,308.71
603	M D Charlton Co. Ltd.		\$79,991.31
604	Regina Police Service		\$76,274.46
605	Earth Drilling		\$71,565.78
606	Arctic Refrigeration Inc.		\$59,054.78
607	Xylem Canada Company		\$56,423.03
608	Prism Holdings Ltd.		\$53,013.52
609	Playgrounds-R-Us		\$51,060.00
610	Ram Excavation		\$49,262.03
611	Pete's Mobile Mechanical Service		\$46,978.20
612	Aqua-Aerobic Systems, Inc.		\$44,362.50
613	Daytech Limited		\$43,835.01
614	Eda Environmental Ltd.		\$41,544.90
615	NSC Minerals Ltd.		\$37,423.58
616	Sask Urban Municipalities Assoc (SUMA)		\$33,139.29
617	Lenovo Canada Inc.		\$31,169.29
618	SRNet Inc.		\$26,775.00
619	Info Tech Research Group		\$26,180.00
620	Sheree MacDonald		\$23,292.69
621	Millbrook Tactical Inc		\$23,073.75
622	DCG Philanthropic Services Inc		\$22,711.50
623	Barricades and Signs Ltd.		\$22,205.99
624	R & W Custom Collision		\$21,139.95
625	Hazeldell Community Club		\$21,031.00
626	101290873 Saskatchewan Ltd.		\$20,410.05
627	AON Parizeau Inc.		\$20,207.84
628	Lafarge Canada Inc.		\$20,198.67
629	Midtown Community Club		\$19,950.00
630	Rocky Mountain Phoenix		\$17,782.24
631	Canadian Police College		\$16,841.94

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
632	ISL Engineering and Land Services Ltd.		\$16,668.32
633	Federation of Canadian Municipalities		\$16,128.52
634	Stantec Consulting Ltd.		\$15,462.11
635	Boulevard Real Estate Equities Ltd		\$14,986.33
636	Benjamin Schneider		\$14,341.24
637	Promotional Marketing		\$14,269.24
638	Concord Theatricals		\$14,072.40
639	Precision Electro Mechanical		\$13,915.54
640	DD West LLP		\$13,766.78
641	Grayshift LLC		\$13,412.93
642	Badger Meter		\$13,206.14
643	Brent E Kennedy		\$12,336.72
644	Ticket Tracer Corporation		\$12,243.00
645	Winterhalt Mechanical Ltd.		\$12,072.80
646	Imprivata		\$12,019.95
647	Superior Propane Ltd		\$11,954.92
648	Cellebrite Inc.		\$11,689.34
649	Brandon Mayer		\$11,473.00
650	D.F.G. Management Ltd.		\$11,401.42
651	Ministry of Corrections and Policing		\$11,275.56
652	FireHouse Training		\$11,250.00
653	Justice Institute of British Columbia		\$10,699.50
654	TD Canada Trust		\$11,589.94
655	Living Skies Centre for Social Inquiry		\$10,500.00
656	ADB Safegate Canada Inc		\$10,425.14
657	PAGC Sports & Recreation		\$9,900.00
658	Superion LLC, a CentralSquare Company		\$9,514.91
659	Univar Canada		\$9,353.05
660	Uline Canada Corporation		\$9,337.60
661	DBP Entertainment		\$8,925.00
662	Indoc Crane Services Ltd		\$8,688.19
663	Meridian Surveys Ltd.		\$8,557.50
664	Pictometry Intelligence Images		\$8,509.93
665	Coast Storage & Containers Ltd		\$8,491.50
666	Questica Software Inc.		\$8,400.00
667	Kova Engineering Saskatchewan Ltd		\$7,901.25
668	Anderson Pump House Ltd.		\$7,840.53
669	Satya Inc.		\$7,770.00
670	Lexcom Systems Group Inc.		\$7,527.20
671	Anixter Canada Inc.		\$7,394.25
672	Bluebeam, Inc.		\$7,303.61

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
673	Prince Albert Skating Club		\$7,200.00
674	VWR International Co		\$7,050.65
675	DMA Building Services Ltd.		\$7,021.72
676	Prince Albert Metis Nation Local 7 Inc.		\$7,000.00
677	eSolutions Group Limited		\$6,615.00
678	Arts Management Systems		\$6,609.75
679	MLT Aikins LLP in trust		\$6,472.50
680	Aaction Transmission Ltd.		\$6,437.59
681	Prince Albert Alarm Systems Ltd		\$6,371.40
682	CP Distributors Ltd.		\$6,221.55
683	E.B. Horsman & Son		\$6,206.88
684	YWCA		\$6,100.00
685	Birch Hills Dance		\$6,078.99
686	Favored Nations Touring Inc		\$6,050.00
687	Mikkelsen-Coward & Co Ltd.		\$6,010.29
688	Eagles Nest Youth Ranch		\$6,000.00
689	La Co-operative L'Ecole Des Petits		\$6,000.00
690	Paul Clemens		\$5,994.00
691	Prince Albert Winter Festival		\$5,978.48
692	Mera Development Corp.		\$5,952.38
693	Timberland Bow Benders		\$5,880.00
694	Compass Municipal Services Inc.		\$5,860.80
695	Innovation, Science and Economic Development Canada		\$5,858.94
696	Double Tree Hotel		\$5,846.21
697	Allen Ponak Consulting Ltd.		\$5,725.38
698	BCL Engineering Ltd.		\$5,620.39
699	Classic Albums Live Corporation		\$5,400.00
700	Snap on Tools		\$5,394.60
701	Chartered Professional Accountants of Saskatchewan		\$5,381.25
702	Chartered Professional Accountants of Alberta		\$5,355.00
703	GCL Diesel Injection Service		\$5,350.80
704	IBM Canada Ltd.		\$5,331.33
705	Holiday Inn Hotel		\$5,096.37
706	Aallcann Wood Suppliers Inc.		\$5,070.70
707	Riverbank Development Corporation		\$5,070.50
708	gtechna Mobile Enforcement Solutions		\$5,063.11
709	Shercom Industries Inc		\$4,992.51
710	KingFisher Boats Inc		\$4,984.99
711	Anthratech Western Inc.		\$4,937.50
712	Big A Contracting		\$4,884.00

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
713	Vipond Inc.		\$4,873.65
714	Concept 3 Business Interiors		\$4,854.32
715	102041427 Saskatchewan Ltd c/o The roxy Sk		\$4,782.25
716	Helen Sayazie		\$4,750.00
717	Ennis Sisters		\$4,725.00
718	Troy Life & Fire Safety Ltd		\$4,605.42
719	Elderhorst Bells Inc.		\$4,580.10
720	Paradise Pools		\$4,569.55
721	P.A. Auto Body (1983) Ltd.		\$4,562.47
722	Prakash Consulting Ltd.		\$4,509.75
723	Prince Albert Female Hockey Tournament		\$4,500.00
724	Northern Strands Co. Ltd.		\$4,495.70
725	Dresswell Dry Cleaners (2013) Ltd		\$4,431.94
726	Beth Gobeil		\$4,334.15
727	Snake Lake Construction Ltd		\$4,273.50
728	Saskatoon Cylinder Exchange Ltd		\$4,256.85
729	Comairco Equipment Ltd.		\$4,199.25
730	Veolia Water Solutions Canada		\$4,153.93
731	Clear Water Controls Inc		\$4,126.94
732	Charles Sturt University		\$4,099.12
733	Randy Hurd		\$4,091.02
734	Flying Colours International		\$4,074.21
735	Aqua Data Atlantic		\$4,034.85
736	Dan Plaquin		\$3,972.05
737	Integra Construction Ltd		\$3,827.28
738	Prince Albert Minor Softball Association		\$3,800.00
739	TG Graphics SM Inc.		\$3,680.33
740	CGI Information Systems & Mgt Consultants Inc		\$3,607.50
741	Prince Albert U14A Aces		\$3,600.00
742	BMR Mfg Inc		\$3,528.00
743	Margaret Morgan		\$3,522.60
744	Levitt Safety Limited		\$3,508.14
745	Paquin Entertainment		\$3,500.00
746	WD Industrial Group		\$3,442.95
747	Buffalo Inspection Services		\$3,311.18
748	Prince Albert Sharks Swim Club		\$3,300.00
749	Gallus Golf LLC		\$3,279.56
750	Lifesaving Society - SK Branch		\$3,275.86
751	Ina Holmen		\$3,106.31
752	Tee-on Golf Systems Inc.		\$3,051.73

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
753	Fresh Air Experience		\$3,046.84
754	Tenco Inc		\$3,022.90
755	Hard Drives Direct		\$2,974.89
756	Technology Professionals Saskatchewan		\$2,890.00
757	Guardian Equipment Limited		\$2,887.11
758	Canadian Association of Chiefs of Police		\$2,872.16
759	Rawlco Radio Ltd.		\$2,820.00
760	P.A. Radiator Shop		\$2,790.94
761	Marlon Labar		\$2,787.46
762	Aspen Films		\$2,784.38
763	Big Sisters/Big Brothers Prince Albert & District Inc.		\$2,750.00
764	AED Advantage		\$2,732.29
765	Stormwind Studios		\$2,687.93
766	ESI Elevator Solutions Inc		\$2,662.11
767	Heather GM Mercredi		\$2,627.50
768	Texcan Cable Ltd		\$2,583.28
769	Hotel Grand Pacific		\$2,564.65
770	BDI Canada Inc.		\$2,537.54
771	Ashly Cabinets & Windows		\$2,525.25
772	Select Classic Carriers		\$2,520.00
773	Canadian Institute of Planners		\$2,510.07
774	Firebird North Sistema Music Project		\$2,500.00
775	Hero Products Group		\$2,498.27
776	Prince Albert Men's Golf Club		\$2,400.00
777	Total Truck Training		\$2,400.00
778	Pro-Tech Alarm System Services		\$2,395.05
779	Landel Controls Ltd.		\$2,368.86
780	Adcom Solutions		\$2,347.65
781	WFR Wholesale Fire & Rescue		\$2,345.82
782	Comprehensive Chemical & Water Treatment Inc.		\$2,317.08
783	Matkowski Law Office		\$2,311.05
784	Homewood Health Inc.		\$2,310.00
785	Mark's Work Wearhouse		\$2,279.85
786	CTC Supplies		\$2,217.57
787	ESTI Consulting Services		\$2,214.45
788	Lajcon Distributors		\$2,164.50
789	Shellbrook Home Hardware		\$2,162.01
790	The Lawnmower Hospital		\$2,140.87
791	Westcrest Embroidery Corp		\$2,140.64
792	University of Saskatchewan		\$2,094.75

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
793	Custom Covers		\$2,052.88
794	Winn 911 Software		\$2,036.62
795	SOS Children's Safety Magazine		\$2,016.00
796	NLC/PAGC Golf Tournament		\$2,000.00
797	Team Power Solutions		\$1,995.00
798	Clear View Glass Ltd.		\$1,957.83
799	National Fire Codes		\$1,947.37
800	Mac Tools		\$1,906.58
801	Dana Strauss		\$1,901.10
802	Anton Stefanowich		\$1,862.58
803	Vermeer Equipment		\$1,842.37
804	Leon's Furniture		\$1,792.65
805	Genelle Amber Studios		\$1,765.79
806	Wingate by Wyndham		\$1,757.85
807	W. R. Meadows of Western Canada		\$1,757.21
808	Prairie Mobile Communications		\$1,745.96
809	J.A. Larue Inc.		\$1,708.40
810	Stephanie Lokinger		\$1,700.00
811	OTIS Canada Inc		\$1,697.84
812	Zogics		\$1,688.38
813	Sea Hawk		\$1,664.40
814	Carfinco Inc.		\$1,663.50
815	Canadian Trainers Collective		\$1,653.75
816	Weber Supply Distributors		\$1,646.57
817	Dafco Filtration Group		\$1,643.14
818	Magikist Ltd		\$1,642.55
819	Cabela's		\$1,598.33
820	Rideau Recognition Solutions Inc.		\$1,585.50
821	The Welding Shop		\$1,570.15
822	R.S. Management Services Inc.		\$1,562.88
823	Wounded Warriors Magazine		\$1,548.75
824	Select Entertainment		\$1,535.63
825	Karen Langlois		\$1,500.00
826	Mike Langlois		\$1,500.00
827	Brock White Canada		\$1,438.56
828	Lacey J Monias		\$1,400.50
829	PyroCom Fire and Safety Equipment		\$1,384.95
830	Marsollier Petroleum		\$1,382.75
831	E.T. Flooring Canada		\$1,379.60
832	Home Inn & Suites		\$1,375.66

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
833	Fox Signs		\$1,367.80
834	Vista Print. ca		\$1,352.51
835	The Floor Store of Prince Albert Ltd.		\$1,348.75
836	Emsco Equipment Maintenance & Supply Co.		\$1,307.25
837	SGI Canada		\$1,292.04
838	Speedy Auto Glass		\$1,289.89
839	Othram Inc		\$1,287.68
840	Needham Promotions Inc		\$1,276.50
841	The Diving Center		\$1,270.66
842	A.V.O. Systems Ltd.		\$1,265.30
843	Currentware		\$1,256.86
844	Jenna Strauss		\$1,250.00
845	Christie Lites Sales		\$1,248.96
846	Big Drum Media		\$1,239.43
847	Cludo Inc		\$1,220.00
848	BIOMED Recovery & Disposal		\$1,218.04
849	Intuiface		\$1,217.45
850	The Municipal Information Network		\$1,212.75
851	Mini Tune Lawn & Landscape Depot		\$1,210.93
852	Canadian Association of Fire Chiefs		\$1,195.00
853	Prince Albert Chamber of Commerce		\$1,191.75
854	Appliance Clinic		\$1,115.55
855	Linkedin		\$1,109.87
856	Total Service & Contracting Ltd.		\$1,108.04
857	John Crane Canada Inc		\$1,097.80
858	Markland Specialty Engineering Ltd		\$1,092.00
859	Enterprise Rent a car		\$1,089.01
860	Bureau Veritas Canada (2019) Inc.		\$1,071.00
861	YasTech Developments Inc.		\$1,065.60
862	Black Laser Learning Inc.		\$1,064.77
863	Invarion Inc.		\$1,063.42
864	Grant Hall Hotel		\$1,058.34
865	Spectrum Sound Systems		\$1,050.00
866	Lakeview Aquatic Consultants Ltd		\$1,039.50
867	Saskatchewan Liquor & Gaming Authority		\$1,038.36
868	Manitoulin Transport Inc.		\$1,025.19
869	Caseware International Inc.		\$1,023.75
870	Athens Technical Specialists Inc.		\$1,005.34
871	Ecole St. Mary High School		\$1,000.00
872	Moth Vintage		\$1,000.00

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
873	Saskatchewan Country Music Awards		\$1,000.00
874	The Backyard		\$1,000.00
875	Dr Java's Coffee House		\$981.44
876	Event Pro Software		\$964.98
877	Your Lifes Path		\$950.13
878	Western Recreation & Development Inc		\$950.02
879	AVSHop.ca		\$944.52
880	BH PhotoVideo.com		\$941.45
881	Everguard Fire Safety		\$938.91
882	Northern Elite Firearm		\$936.76
883	Joe Johnson Equipment Inc		\$935.71
884	CSIpix / iSYS - Intelligent System Solutions Corp		\$926.17
885	626963 Saskatchewan Ltd.		\$910.00
886	City of Calgary		\$890.00
887	ThreatTrack Security Inc dba VIPRE Security		\$863.67
888	Auto Details on 6th Ltd.		\$850.81
889	Yeti Canada Ltd		\$848.95
890	Garry Vermette		\$843.75
891	Petticoat Creek Press Inc.		\$840.00
892	Labour Law Online.ca		\$834.75
893	Murrays Appliance Service		\$833.61
894	Gabrielle Giroux		\$832.50
895	Les Entreprises Denis Ringuette Inc.		\$824.25
896	Constant Contact		\$818.97
897	Kindersley Transport Ltd.		\$815.95
898	Stacey Friesen		\$807.28
899	Camrose Police Association		\$800.00
900	High Risk Course		\$800.00
901	Crown Vacuum Sales & Service		\$794.51
902	Town of Rosthern		\$791.66
903	Town of Duck Lake		\$791.66
904	Town of Shellbrook		\$791.66
905	Portapay.com		\$788.09
907	Sask Auto Fund		\$775.83
908	K-Light Recycling		\$761.78
909	Denham Awning Makers		\$759.24
910	Guillevin International Inc.		\$752.85
911	Rebecca Strong		\$750.00
912	Bruce Gibson		\$749.25

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
913	JonLao Photography & Graphic Design		\$735.00
914	MVP Media Network, Inc.		\$722.69
915	Minister of Finance		\$721.50
916	Carpet World		\$710.40
917	Air Liquide		\$708.95
918	A2Z Safety & Training Ltd.		\$703.50
919	Funky Fresh Bistro		\$676.20
920	ATAP Infrastructure Management Ltd		\$672.00
921	Rogers Wireless Inc.		\$666.29
922	I.C.E. Marketing & Consulting		\$658.60
923	Jordair Compressors Inc.		\$647.85
924	Chad C Norris		\$643.00
925	Johnston Group		\$630.00
926	T.J.s Pizza		\$616.02
927	Merasty Media Services Inc.		\$603.75
928	Canadian Municipal Network on Crime Prevention		\$600.00
929	Regional Community Airports of Canada		\$600.00
930	Prairie West Cross Connection Control Training		\$595.00
931	Direct Dial. com		\$584.97
932	Sport Chek		\$579.37
933	Astro Towing P.A. Ltd.		\$568.53
934	Campbell Printing Ltd.		\$564.43
935	SAP Canada Inc.		\$549.45
936	Tiny Tot Daycare		\$544.46
937	101185387 Saskatchewan Ltd		\$543.50
938	Jeremy Lukan		\$542.72
939	Flaman Fitness		\$532.72
940	North Sask Victim Services Inc.		\$525.00
941	Trimble Inc		\$522.82
942	Future Print		\$521.70
943	National Golf Course Owners Association Canada		\$519.75
944	Culligan Water Conditioning		\$517.83
945	Carrie McCoshen		\$506.17
946	Economic Developers Association of Canada		\$503.29
947	Alberta Airports Management Association		\$500.00
948	Cole Assman		\$500.00
949	City of Red Deer		\$500.00
950	Leonard Ermine		\$500.00
951	J&L Jensen		\$500.00
952	Kelly Litzenberger		\$500.00

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
953	Randy Mihilewicz		\$500.00
954	Prince Albert Model Forest Association Inc		\$500.00
955	Elizabeth M. Settee		\$500.00
956	Fabricland		\$487.20
957	EcOzone Water Solutions		\$487.08
958	API Alarms Inc.		\$475.00
959	Jenson Publishing		\$472.50
960	Troy R Naytowhow		\$470.50
961	The Roof Top Bar & Grill		\$467.58
962	Covert Track Group, Inc		\$466.48
963	SIGMA Assessment Systems, Ltd		\$464.89
964	EaseUS		\$464.64
965	P A Outreach Program Inc.		\$463.59
966	Wainbee Ltd		\$459.78
967	Red Swan Pizza		\$458.29
968	Steel Craft Door		\$454.70
969	Air Unlimited Inc		\$454.55
970	Mid Continental Pump Supply		\$451.93
971	Allyson James-Loth		\$450.00
972	MLT Aikins LLP		\$448.88
973	Cenera		\$446.25
974	Garden of Dreams		\$435.81
975	Industrial Fluid Consultants		\$432.90
976	Bell Mobility Inc.		\$423.84
977	Food & Fuel c/o 101212525 Sk Ltd.		\$422.00
978	SPI Health and Safety Inc.		\$420.69
979	Saskatchewan Building Officials Association		\$420.00
980	Tenaquip Ltd.		\$419.90
981	Fisher Scientific Limited		\$400.47
982	Zachary Kerr		\$400.00
983	Josh Rohs		\$400.00
984	Brock Skomorowski		\$400.00
985	Stephen Williams		\$400.00
986	Survey Monkey		\$399.60
987	NASTT		\$399.53
988	Rod's Decorating Centre Ltd.		\$398.05
989	Hampton Inn		\$394.68
990	Karen Haubrich		\$393.75
991	TeamViewer GmbH		\$386.28
992	Turf & Soil Diagnostics		\$385.28

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
993	Lynette Natomagan		\$382.95
994	Carlton Honda		\$379.14
995	Sask Assoc of Fire Chiefs		\$378.00
996	ITS Occupational Health Services		\$375.90
997	Prince Albert Exhibition		\$370.13
998	Gayle Breiter		\$364.64
999	Great Northern Equipment		\$364.54
1000	Canadian Public Procurement Council		\$360.75
1001	UBU Photos		\$360.00
1002	Dale Carnegie and Associates		\$358.31
1003	4IMPRINT		\$354.96
1004	Andy Coulic		\$350.00
1005	Lillian Donahue		\$350.00
1006	VMware		\$349.00
1007	Wilna Furstenberg		\$346.12
1008	Charlene Bernard		\$343.57
1009	Bernice Milligan		\$338.33
1010	FS.Com Inc		\$336.20
1011	MX Toolbox		\$333.54
1012	Canadian Standards Association		\$330.75
1013	NordVPN		\$330.24
1014	Judy McNaughton		\$328.00
1015	Name Tag Wizard		\$323.28
1016	Prince Albert Diesel Injection (2004) Ltd.		\$319.45
1017	Entrust Ltd		\$317.59
1018	SSL.com		\$311.44
1019	Creative City Network of Canada		\$310.00
1020	Vitacore Industries		\$307.52
1021	Bocian Jewellers		\$305.25
1022	Saskatchewan Parks & Recreation Association		\$305.00
1023	Select Blinds Canada		\$300.94
1024	Jordan Balicki		\$300.00
1025	E. A. Rawlinson Centre for the Arts		\$300.00
1026	LJ Tyson		\$300.00
1027	Sturgeon Lake First Nation		\$300.00
1028	RPM Industrial Inc.		\$295.26
1029	Wendy Lloyd		\$292.94
1030	Ken Kuzniar		\$289.80
1031	Carissa Listrom		\$288.75
1032	Home Depot		\$288.53

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
1033	Grace Vedress		\$288.00
1034	Commercial Aquatic Supplies		\$281.51
1035	ClaimsPro Inc.		\$280.00
1036	Government Finance Officers Association		\$275.22
1037	Commercial Truck Equipment Corp		\$270.68
1038	Bell Media Inc		\$268.80
1039	Dulux Paints		\$265.56
1040	Bobby's Place		\$265.07
1041	Trane Canada ULC		\$259.73
1042	International Municipal Signal Assoc.		\$258.52
1043	Prince Albert Multicultural Council		\$255.00
1044	Jim Kocsis		\$252.00
1045	Silver Screen Canada		\$252.00
1046	Motis Fire Rescue		\$251.58
1047	Central Canadian Auto Theft Association		\$250.00
1048	Coldest Night of the Year		\$250.00
1049	Adin Dereniwski		\$250.00
1050	Mansoor Iqbal		\$250.00
1051	Kinsmen Telemiracle Foundation		\$250.00
1052	Make a Wish Canada		\$250.00
1053	Jackie Packet		\$250.00
1054	Prince Albert Music Festival Association		\$250.00
1055	Prince Albert Ukrainian Barveenok Dancers Inc.		\$250.00
1056	Petro Canada Inc.		\$243.98
1057	Safety Sign		\$229.56
1058	Project Management Institute, Inc.		\$227.65
1059	University of Calgary		\$225.92
1060	BulkSMS.com		\$221.79
1061	Flipsnack		\$220.01
1062	Dive Rescue International, Inc.		\$219.19
1063	T-R Spring & Align Ltd.		\$216.99
1064	Brycen Brule		\$216.00
1065	Morgan Burns		\$216.00
1066	Aiden Edwards		\$216.00
1067	Morris Petruniak		\$214.90
1068	Leo J. Omani		\$214.40
1069	Municipal Information Systems Assoc. Prairies Chapter		\$210.00
1070	Fitness Solutions		\$209.26
1071	QuillBot		\$208.48
1072	R.M. of Rosthern		\$204.75

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
1073	Industrial Scale Ltd		\$200.96
1074	Lorne Hradecki		\$200.00
1075	Mont St. Joseph Foundation		\$200.00
1076	Saskatchewan Forestry Association		\$200.00
1077	Saskatchewan Justice Corporation Branch		\$200.00
1078	Wahpeton Dakota Nation		\$200.00
1079	Media Made Simple		\$198.75
1080	SMTP2GO. Com		\$189.56
1081	Farmtronics Ltd.		\$189.53
1082	Ronald J Obrigavitch		\$188.70
1083	Click For Savings LLC		\$187.14
1084	Richard Curtis		\$183.15
1085	Kim Maier		\$183.15
1086	Saskatchewan Aviation Council		\$180.00
1087	One Stop Auto Care and Carpet Cleaning		\$175.00
1088	Magkist		\$168.45
1089	Metis Central Region 2 Council Inc		\$166.00
1090	Dropbox Inc.		\$165.23
1091	RCMP "K" Division F.S.S.B.		\$163.29
1092	Gordon Vancoughnett		\$162.50
1093	Rally Motors Ltd.		\$162.18
1094	Ian Dickson		\$160.00
1095	B & E Electronics		\$159.69
1096	Fedex		\$159.04
1097	Fast Stamps		\$155.40
1098	Selena 's Donair		\$150.96
1099	Don Bendig		\$150.00
1100	Dan Christakos		\$150.00
1101	Family Futures Inc.		\$150.00
1102	Tia Furstenberg		\$150.00
1103	Lorne Oliver		\$150.00
1104	Wanda Scissons		\$150.00
1105	Saskatchewan Association of City Clerks		\$150.00
1106	Alyssa Vandevord		\$150.00
1107	Rigat Melake Mebrahtu		\$149.85
1108	Inland Kenworth Partnership		\$147.21
1109	Moore's		\$146.98
1110	Mark Acorn		\$144.00
1111	Graffiti Boulevard		\$143.09
1112	Bendig & Klassen Law Firm		\$135.56

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
1113	Varial Technologies Inc.		\$135.40
1114	UPS Canada LTD.		\$133.41
1115	Colin O'Brian Mans Shop		\$130.98
1116	Canada Safety Council		\$130.59
1117	Fastspring		\$130.19
1118	Justin E Bell		\$129.15
1119	Bison Cafe		\$124.85
1120	Days Inn		\$124.62
1121	Wondershare Technology		\$123.80
1122	TBS Collision & Auto Glass Ltd.		\$121.62
1123	Reid Boden		\$120.00
1124	Chloe Lysitza		\$120.00
1125	Dominic Michaud		\$120.00
1126	Joel Mihilewicz		\$120.00
1127	Angelo Minier		\$117.81
1128	Vadootv Subscription		\$113.55
1129	GMEI Utility		\$109.18
1130	Part Select		\$100.68
1131	Great Canadian Oil Change		\$100.54
1132	Internet Infinity- Voice Me Up		\$100.00
1133	Parkland Ambulance Care Ltd.		\$100.00
1134	Quizno's Sub		\$100.00
1135	Telus Security		\$100.00
1136	Smitty's Restaurant & Lounge		\$99.75
1137	Buffer Inc.		\$98.26
1138	Boston Pizza		\$97.06
1139	Salvation Army		\$97.00
1140	National Boating Safety School		\$94.40
1141	Image Computer Services		\$94.35
1142	School Specialty Canada		\$91.72
1143	Lowe's		\$88.79
1144	Wolseley Mechanical Group-Midwest Region		\$85.85
1145	Prince Albert Cornerstone Medical Clinic		\$85.00
1146	Officekeys.ca		\$84.99
1147	Belinda Bratvold		\$84.00
1148	Arnie's Guns & Archery		\$83.95
1149	Cheryl Ring		\$80.00
1150	South Hill Medical Practice		\$80.00
1151	Montana's		\$78.04
1152	Paddle.com Market Ltd		\$76.98

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
1153	Schmalz Enterprises		\$76.00
1154	Sootsoap Supply Co.		\$75.60
1155	Jacks Small Engines		\$75.50
1156	Canadian Police Chaplain Association		\$75.00
1157	Ann- Marie Chokani		\$75.00
1158	Sask Emergency Planners Association		\$75.00
1159	Securitas Elect Security		\$75.00
1160	Strategic Alarms		\$75.00
1161	Pacific Northwest Division IAI		\$72.57
1162	Canva Pty Ltd		\$70.50
1163	Sask. Association of Rural Municipalities		\$70.00
1164	St. Johns Ambulance		\$68.82
1165	PizzaTime		\$68.78
1166	Yellow Cab		\$68.00
1167	Cervus Equipment		\$65.80
1168	PAYPAL		\$65.00
1169	Canadian Police Canine Association		\$60.00
1170	Fuddruckers		\$58.87
1171	EZ Selection.ca		\$58.66
1172	Nav Canada		\$58.28
1173	Walker's Auto & Body Supplies Ltd.		\$56.12
1174	Robert Atkinson		\$53.87
1175	Ninety Three Tools		\$53.07
1176	Tony's Appliance Repair		\$53.00
1177	Minister of Finance		\$52.50
1178	WCLP-SCS Prince Albert		\$51.14
1179	Association of Canadian Critical Incident Commanders		\$50.00
1180	Grey Cab		\$50.00
1181	Original Joes		\$49.96
1182	FlipBuilder		\$49.48
1183	Sweet Stells Cakes & More		\$45.00
1184	Starbucks		\$42.90
1185	RJ's Urban Garden Cafe		\$41.63
1186	Nicole Ferchuk		\$40.00
1187	Sherry LaFaver		\$40.00
1188	Paul Lecorre		\$40.00
1189	Veronica Lecorre		\$40.00
1190	John Uvery		\$40.00
1191	The Source		\$36.62
1192	Sherry Ouellette		\$35.00

Payables Payments

No.	Vendor Name	From 6/1/2022 to 6/30/2022	From Start of Year to 6/30/2022
1193	Professional Audio Visual Ltd.		\$35.00
1194	ABS Pressure & Equipment Safety		\$32.50
1195	Dollar Tree		\$26.37
1196	Subway		\$26.28
1197	High River Home Hardware		\$25.36
1198	Carlton Trail Hearing Clinic		\$25.00
1199	Counterforce		\$25.00
1200	Husky Oil		\$24.72
1201	Your Dollar Store With More		\$23.59
1202	EasyPPSA		\$22.66
1203	Midtown Plaza Inc.		\$20.00
1204	Burger King		\$19.91
1205	Roofmart Prairies Ltd.		\$18.44
1206	Ukreations		\$18.32
1207	A & W Restaurants		\$17.27
1208	Dairy Queen		\$15.74
1209	Kung Pao Wok		\$14.30
1210	Music Notes .com		\$7.56
1211	Impark		\$6.00
1212	Gerald N Hansen		\$5.09
1213	Precise ParkLink		\$5.00
1214	Value Village		\$4.19
	Total:	\$6,847,732.46	\$37,233,370.52



RPT 22-356

TITLE: August 2022 Updated Status on Capital Projects

DATE: September 6, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That this report be received as information and filed.

TOPIC & PURPOSE:

To provide an updated status to date on capital projects, the 2022 Roadways Paving Program, the 2022 Utility Replacement Program, and other capital fleet purchases.

BACKGROUND:

The Capital Projects attached to this Report for all funds have been approved by City Council.

REPORT:

The attachment illustrates the Capital Projects that were approved for the 2022 Funds, along with timelines for the completion of each project. The attachment also includes the listing of all fleet approved for each Fund for 2022. The listing also includes an update on the status of "Carry Forward Projects" from Year 2021.

This report includes the spending to date for all capital projects to the date of September 6, 2022. Please note that some projects may say "Project Completed", but invoices are to be processed for payment.

Administration is forwarding this report to provide timeline information to keep Council apprised on the status of Capital Projects.

Attached to this Report includes spreadsheets relating to Capital Projects for the General Fund, Airport Fund, Sanitation Fund and the Water and Sewer Utility Fund.

Below is an update on the two approved 2022 Land Fund Projects:

- Marquis Road West Extension – Landscaping ~ **Project will be completed in the 2022 Construction Season pending completion of SaskPower infrastructure work.** Approved Budget of \$330,000 to be funded by Debt Financing with Interest and Principle Payments to be funded by Development Levies Reserve.
- Marquis Road West Extension - Roadway Construction ~ **Project is substantially completed. Awaiting invoicing.** Spending Year to Date is \$507,768.12. Approved 2022 Budget of \$370,000 and 2021 C/F Amount of \$754,995.73 to be funded by Debt Financing with Interest and Principle Payments to be funded by Development Levies Reserve.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT:

The spreadsheets were circulated to all Management involved with Capital Projects. The Directors have approved the timeline information for each Capital Project.

COMMUNICATION PLAN:

The Paving Program for 2022 is updated regularly on the City's Website. Attached to the Report is the Map for the 2022 Roadways Program and the 2022 Utility Replacement Program.

Administration will be forwarding regular reports to Executive Committee during the capital project season to update members of Council on the timelines and projects completed to date.

STRATEGIC PLAN:

Fiscal Management and Accountability – provide continuous information to members of Council and to residents regarding the capital projects being undertaken and their timeline completion.

FINANCIAL IMPLICATIONS:

Each Fund is categorized by:

- 2022 Capital Projects approved through Budget Deliberations and City Council.
- 2021 Carry Forward Projects approved by Council.
- Capital Projects that were approved by a Council Motion or Agreement/Grant.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no other options to recommendations, official community plan, privacy or policy implications.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

ATTACHMENT:

1. August 2022 Update on Capital Projects

Written by: Melodie Boulet, Finance Manager

Approved By: City Manager

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
2022 GENERAL FUND CAPITAL PROJECTS					
Capital Funding					
Community Services					
Art Hauser Centre - Air Handling Unit	\$200,000.00	\$187,269.20	(\$12,730.80)	Capital Funding	This project is on track for completion by the end of September.
Playground Replacement Program	\$130,000.00	\$137,584.53	\$7,584.53	Capital Funding	Carlton Community Club – This project is 95% complete. The paving has been completed, basketball poles, backboards and hoops are up, we are waiting on the finishing touches with the chain link fence, netting to be placed around the rink and furniture to arrive.
Reconstruction of Park Pathways	\$50,000.00	\$8,653.86	(\$41,346.14)	Capital Funding	James Isbister Park Path is completed. Community Services is working with Public Works to deliver a much needed pathway extending from the Cook drive side to the new spray pad at Crescent Heights.
Roofing Replacements	\$100,000.00	\$0.00	(\$100,000.00)	Capital Funding	A report will be forwarded to City Council regarding approval for allocation of funding to fund future roofing projects.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
Landscaping-Multiple Locations	\$50,000.00	\$14,204.00	(\$35,796.00)	Capital Funding	\$14,000 of this money has been used to work with a contractor to refresh the landscaping at the Rawlinson Center as it is a high visibility location and requires attention. We will continue to monitor throughout the remainder of the year areas that may require attention or assistance where City Staff may not be available to provide services.
MSC Parking Pedestals	\$60,000.00	\$0.00	(\$60,000.00)	Capital Funding	This project has been awarded. The work will be completed throughout the summer.
Public Works					
Roadways Recapping Program	\$4,100,000.00	\$2,038,752.50	(\$2,061,247.50)	Capital Funding	The 2022 Roadways Paving Program is underway. 25 projects in total of which 18 completed and 5 ongoing.
Concrete Sidewalk & Rehabilitation Program	\$300,000.00	\$284,476.48	(\$15,523.52)	Capital Funding	Concrete Program is underway. To be completed by end of season.
Concrete Sidewalk Replacement Program - Senior Residence	\$46,500.00	\$52,008.46	\$5,508.46	Capital Funding	Project completed.
Fence Replacement Old Yards	\$29,500.00	\$0.00	(\$29,500.00)	Capital Funding	This project will be completed throughout the summer.
Survey - Total Station	\$60,000.00	\$59,999.96	(\$0.04)	Capital Funding	Project completed.
MSC compresses Air Distribution Replacement	\$80,000.00	\$0.00	(\$80,000.00)	Capital Funding	Awarded and to be completed by end of season.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
Financial Services					
Replacement of Mailroom Equipment	\$20,500.00	\$12,603.26	(\$7,896.74)	Capital Funding	Project completed. In Service.
TOTAL CAPITAL FUNDING	\$5,226,500.00	\$2,795,552.25	(\$2,430,947.75)		
			(\$2,430,947.75)		
Reserve Funding					
Information Technology					
Networking	\$204,000.00	\$0.00	(\$204,000.00)	Information Technology Reserve	SD-Wan/switches project - Order has ben placed. Supply chain pending delivery in yearly 2023. C/F to Year 2023. City Hall Wifi project is still pending further analysis. Changing requirements to expand the scope of the project. Exploring opportunity for managed services.
End User Computing and Printing	\$101,500.00	\$0.00	(\$101,500.00)	Information Technology Reserve	Laptop and Workstations - Vendor has been selected. Order placed once final quote is received by vendor. Printing device procurement has been ordered with estimated arrival in 4 – 6 months.
Communications	\$160,000.00	\$0.00	(\$160,000.00)	Information Technology Reserve	Tendered. Ordered. Install being coordinated around renovations at City Hall.
Business Continuity	\$20,000.00	\$0.00	(\$20,000.00)	Information Technology Reserve	On-site storage - Pricing options received and being reviewed. Order by November.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
Work and Asset Management Systems	\$38,900.00	\$0.00	(\$38,900.00)	Information Technology Reserve	GIS Data Governance - Terms are in place. Governance document.
Web and Portal Systems	\$22,800.00	\$0.00	(\$22,800.00)	Information Technology Reserve	Software has been purchased. Agreement terms in place. Kickoff timing with staff availability.
Finance and Admin Systems	\$34,300.00	\$0.00	(\$34,300.00)	Information Technology Reserve	Chart of Accounts Restructure – testing being undertaken. Questica project kick scheduled following implementation of Chart of Accounts. Fixed Asset, GP Sub ledger pending availability of resources for vendor and City. Limited resource availability in Finance.
Community Services					
Crescent Heights Spray Park	\$120,000.00	\$128,129.83	\$8,129.83	\$120,000 - Future Infrastructure Reserve \$230,000 - Malcolm Jenkins Foundation	Community Services will work on a Grand Opening/Media event sometime in the first two weeks of September.
James Isbister Park Improvements	\$100,000.00	\$100,000.00	\$0.00	\$100,000 - Future Infrastructure Reserve \$200,000 - Malcolm Jenkins Foundation	Community Services will work on a Grand Opening/Media event sometime in the first two weeks of September.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
EA Rawlinson Centre Improvements	\$44,000.00	\$13,550.39	(\$30,449.61)	EA Rawlinson Centre Facility Fee Reserve	<p>The Pipe and Drape has arrived and is already in use. The countertops will be replaced late September. The Risers will be ordered in September.</p> <p>In 2022 the following improvements are approved:</p> <ul style="list-style-type: none"> - Replacement of Washroom Counter-tops. - Replacement of Server countertops and other minor upgrades. - Replacement of old wooden event risers. - Purchase of new Pipe & Draping for events
Golf Course - Reconstruction and Repair of Pathways	\$50,000.00	\$0.00	(\$50,000.00)	Golf Course Improvement Reserve	<p>This project is hoping to move forward in September. Conditions are needing to be dry for this work to be completed, coordination with the Golf Course on sprinkler use, patron accessibility and weather will play a vital part to ensure this is completed. Public Works will confirm potential dates in the coming days.</p>
Little Red River Park - Stages of Development	\$146,800.00	\$0.00	(\$146,800.00)	Pehonan Parkway Reserve	<p>We are working with Public Works on the construction of phase of the first parking lot near the toboggan hill, they are currently stockpiling millings with construction to begin in the day's to follow. There will be regular updates through the month of August and September as the project begins to build steam.</p>

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
Kinsmen Water Park Landing Pool	\$25,000.00	\$19,583.50	(\$5,416.50)	Kinsmen Water Park Surcharge Reserve	Project completed. Invoices to be processed.
Public Works					
Pedestrian Bridge Replacement Program	\$35,000.00	\$35,000.00	\$0.00	Future Infrastructure Reserve	Pedestrian Bridges are substantially completed with only some minor deficiencies to be completed with the installation of a pedestrian hand rail at the sliding hill bridge.
Continuation of Resurfacing Municipal Service Centre Bay Concrete Floor	\$50,000.00	\$0.00	(\$50,000.00)	Safety Reserve	Awarded and to be completed by September.
Two Poste Vehicle Lift	\$50,000.00	\$34,144.28	(\$15,855.72)	Equipment and Fleet Reserve	Project completed.
Long-Term Debts Payments					
Long-Term Debt Repayment - Aquatic and Arenas Recreation Centre	\$269,800.00	\$0.00	(\$269,800.00)	Civic Facilities Reserve	1st principal payment which relates to the capital budget will not be made until March 1, 2023 therefore there will be no cost recorded in 2022.
Long Term Debt Repayment - Golf Course Irrigation Replacement	\$65,000.00	\$0.00	(\$65,000.00)	Golf Course Improvement Reserve	Long-term Payment from the Reserve. Yearend entry.
Long-Term Debts Payments					
New Amkus ION Combination Rescue Tool (Jaws of Life)	\$16,500.00	\$14,314.23	(\$2,185.77)	Fire Equipment Reserve	The Rescue tool has arrived and is in service. Project completed.
TOTAL RESERVE FUNDING	\$1,553,600.00	\$344,722.23	(\$1,208,877.77)		
			(\$1,208,877.77)		

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
EXTERNAL FUNDING					
Crescent Heights Spray Park Increase of \$30,000 to the donation by Malcolm Jenkins Foundation	\$230,000.00	\$230,000.00	\$0.00	\$120,000 - Future Infrastructure Reserve \$230,000 - Malcolm Jenkins Foundation	See update above.
James Isbister Park Improvements	\$200,000.00	\$103,613.60	(\$96,386.40)	\$100,000 - Future Infrastructure Reserve \$200,000 - Malcolm Jenkins Foundation	See update above.
Municipal Service Centre New Building and Upgrades	\$10,491,000.00	\$0.00	(\$10,491,000.00)	External Funding	This project requires securing external funding. At this time, no external funding has been secured.
TOTAL EXTERNAL FUNDING	\$10,921,000.00	\$333,613.60	(\$10,587,386.40)		
			<i>(\$10,587,386.40)</i>		
Long-Term Debts Payments					
Long Term Debt Repayment - West Hill Infrastructure Improvements	\$22,300.00	\$0.00	(\$22,300.00)	Capital Funding	Long-Term Payment. Yearend entry.
Long-Term Debt Repayment - City Transit Buses	\$252,000.00	\$0.00	(\$252,000.00)	Capital Funding	Long-Term Payment. Yearend entry.
TOTAL LONG-TERM DEBT PAYMENTS	\$274,300.00	\$0.00	(\$274,300.00)		
			<i>(\$274,300.00)</i>		
TOTAL 2022 CAPITAL BUDGET	\$17,975,400.00	\$3,473,888.08	(\$14,501,511.92)		
			<i>(\$14,501,511.92)</i>		

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
2022 FLEET EQUIPMENT PURCHASES					
EQUIPMENT FLEET RESERVE					
COMMUNITY SERVICES					
Replacement of Three (3) Zero Turn Mowers	\$105,000.00	\$105,778.46	\$778.46	Equipment and Fleet Reserve	Project completed.
Replacement of Single Axle Trailers	\$35,000.00	\$24,910.00	(\$10,090.00)	Equipment and Fleet Reserve	Project completed.
Replacement of Unit 4714 - John Deere Gator	\$25,000.00	\$22,280.00	(\$2,720.00)	Equipment and Fleet Reserve	Project completed and in service.
TOTAL COMMUNITY SERVICES	\$165,000.00	\$152,968.46	(\$12,031.54)		
SANITATION			<i>(\$12,031.54)</i>		
Replacement of Unit 67 - Automated Waste Collection Truck	\$420,000.00	\$0.00	(\$420,000.00)	Equipment and Fleet Reserve	Unit ordered. To be delivered in Year 2023. City Council, at its meeting of April 25, 2022, approved: "That Tender No. 15 of 2022 for the purchase of a new Sanitation Truck be awarded to Superior Truck, at a total cost of \$443,119.77, which includes Provincial Sales Tax and Goods and Services Tax, funded from the Equipment Replacement Reserve."
TOTAL FINANCIAL SERVICES	\$420,000.00	\$0.00	(\$420,000.00)		

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
PUBLIC WORKS					
Replacement of Unit 39 - Snow Blower	\$260,000.00	\$0.00	(\$260,000.00)	Equipment and Fleet Reserve	Snow Blower has been ordered. Delivery anticipated end of November. City Council, at its meeting of May 16, 2022 approved: "That the Tender for the purchase of a new Snow Blower be awarded to Falcon Equipment, at a cost \$207,292.50, which includes Provincial Sales Tax and Goods and Services Tax, funded from the Equipment Replacement Reserve."
Replacement of Forklift	\$105,000.00	\$0.00	(\$105,000.00)	Equipment and Fleet Reserve	Ordered. Anticipate delivery in December.
Replacement of Light Duty Trucks	\$100,000.00	\$0.00	(\$100,000.00)	Equipment and Fleet Reserve	Ordered. Build Date is Year 2023.
Replacement of Unit 122 - Sign Truck	\$160,000.00	\$0.00	(\$160,000.00)	Equipment and Fleet Reserve	Ordered. To be delivered in Year 2023.
Replacement of Unit 29 - Skid Steer	\$125,000.00	\$0.00	(\$125,000.00)	Equipment and Fleet Reserve	Ordered. Delivery anticipated end of November. City Council, at its meeting of May 16, 2022 approved: "That Tender No. 23 of 2022 for the purchase of a new Skid Steer Loader be awarded to Finning Equipment, at a cost of \$129,868.89, which includes Provincial Sales Tax and Goods and Services Tax, funded from the Equipment Replacement Reserve."

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
Replacement of Unit 198 - Walk Behind Line Painter	\$15,000.00	\$12,310.40	(\$2,689.60)	Equipment and Fleet Reserve	Unit has arrived. Projected completed.
Replacement of Unit 440 - Paratransit Bus	\$75,000.00	\$0.00	(\$75,000.00)	Equipment and Fleet Reserve	Grant Approved. Bus has been ordered with 2023 early delivery. City Council, at its meeting of May 16, 2022, approved: "That Tender No. 26 of 2022 for the purchase of a new Para Transit Bus be awarded to Warner Bus Industries, at a cost of \$160,839, including all applicable taxes, funded from the Fleet Equipment Reserve and the Transit Assistance for People with Disabilities Grant."
TOTAL PUBLIC WORKS	\$840,000.00	\$12,310.40	(\$827,689.60)		
TOTAL EQUIPMENT AND FLEET RESERVE	\$1,425,000.00	\$165,278.86	(\$1,259,721.14)		
			<i>(\$1,259,721.14)</i>		
GOLF COURSE EQUIPMENT AND CART					
Replacement Program - Golf Carts	\$70,000.00	\$0.00	(\$70,000.00)	Golf Course Carts Reserve	Golf Carts have been ordered. To be delivered in Year 2023.
Replacement of Unit 6132 - Fringe Cut Mower	\$82,000.00	\$0.00	(\$82,000.00)	Golf Courses Equipment Reserve	Fringe Cut Mower has been ordered. Anticipate delivery by end of October.
TOTAL GOLF COURSE RESERVES	\$152,000.00	\$0.00	(\$152,000.00)		
			<i>(\$152,000.00)</i>		

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
FIRE EQUIPMENT RESERVE					
FIRE SERVICES					
Self-Contained Breathing Apparatus Replacement Program	\$84,000.00	\$0.00	(\$84,000.00)	Fire Equipment Reserve	The SCBA has yet to arrive. The delivery date has been extended multiple time due to availability.
TOTAL FIRE EQUIPMENT RESERVE	\$84,000.00	\$0.00	(\$84,000.00)		
TOTAL 2021 FLEET PURCHASES	\$1,661,000.00	\$165,278.86	(\$1,495,721.14)		
2021 FLEET - EXTERNAL FUNDING					
Replacement of Unit 440 - Paratransit Bus	\$55,000.00	\$0.00	(\$55,000.00)	External Funding - Transit Assistance for Persons with Disabilities Program	The Government of Saskatchewan will pay 75 per cent of the eligible costs to a maximum of \$55,000 per vehicle.
TOTAL 2021 FLEET - EXTERNAL FUNDING	\$55,000.00	\$0.00	(\$55,000.00)		
TOTAL FLEET PURCHASES = ALL	\$1,716,000.00	\$165,278.86	(\$1,550,721.14)		

(\$1,550,721.14)

2021 CARRY FORWARD PROJECTS					
Capital Works Committed Reserve					
Community Services					
Roofing Replacements	\$255,234.75	\$0.00	(\$255,234.75)	Capital Works Committed Reserve	See update above in Capital Funding 2022.
Reconstruction of Park Pathways	\$3,404.65	\$3,404.65	\$0.00	Capital Works Committed Reserve	See update above in Capital Funding 2022.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
Public Works					
Roadways Recapping Program	\$227,743.63	\$227,743.63	\$0.00	Capital Works Committed Reserve	2021 Carry Forward Funds spent.
City Hall and MSC Building Repairs (savings from 2021 Projects)	\$11,094.82	\$0.00	(\$11,094.82)	Capital Works Committed Reserve	A report will be provided for City Council approval regarding the re-allocation of the funds.
Total Capital Works Committed Reserve	\$497,477.85	\$231,148.28	(\$266,329.57)		
Reserve Funding					
Community Services					
Cooke Municipal Golf Course - Reconstruction and Repair of Stonewall and Tee Signs	\$65,000.00	\$35,241.35	(\$29,758.65)	Golf Course Improvements Reserve	Stonewall Project completed. Tee Signs ordered. Awaiting delivery prior to making final payments.
EA Rawlinson Centre Improvements	\$11,082.16	\$0.00	(\$11,082.16)	EA Rawlinson Centre Facility Fee Reserve	See update above.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
Rotary Adventure Park - Phase I	\$66,466.10	\$66,466.10	\$0.00	Reserve Funding: Pehonan Parkway Reserve External Funding: Rotary Club Fundraising and \$400,000 Malcolm Jenkins Donation	2021 Carry Forward funds completed.
Public Works					
Pedestrian Bridge Replacement	\$1,438,099.98	\$1,345,763.56	(\$92,336.42)	Future Infrastructure Reserve	See update above.
Public Works Grader	\$365,000.00	\$364,568.60	(\$431.40)	Equipment and Fleet Reserve	In Service. Project completed.
Small Wheel Loader	\$200,000.00	\$136,833.10	(\$63,166.90)	Equipment and Fleet Reserve	In Service. Project completed.
Replacement of Unit 94 - Tandem Axle Gravel Truck	\$265,000.00	\$0.00	(\$265,000.00)	Equipment and Fleet Reserve	Still in Saskatoon. PW did a pre delivery inspection and found some deficiencies. Likely mid Sept delivery.
Fire Service					
Replace Unit #2105 (FD Ref E-12)	\$507,934.42	\$468,940.01	(\$38,994.41)	Fire Equipment Reserve	In Service. Project completed.
Information Technology					
Balance of the SD-Wan Project	\$110,460.20	\$0.00	(\$110,460.20)	IT Reserve	See update under Networking under 2022 Reserve IT Funded Projects.
Recreation Project					
Event Centre - Architectural Fees	\$2,316,161.19	\$1,281,260.23	(\$1,034,900.96)	Civic Facilities Reserve	75% Detail Design submission to the City by the end of September.
Total Reserve Funding	\$5,345,204.05	\$3,699,072.95	(\$1,646,131.10)		

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
Other Funding - External					
Alfred Jenkins Field House Site Development	\$25,594.46	\$0.00	(\$25,594.46)	Deferred Revenue 1-4-46913-000	Administration reviewing in line with 2022 projects approved.
Rotary Adventure Park - Phase I	\$560,190.50	\$105,730.10	(\$454,460.40)	Reserve Funding: Pehonan Parkway Reserve External Funding: Rotary Club Fundraising and \$400,000 Malcolm Jenkins Donation	Contractor as of August 3 is beginning final excavation and drilling of holes to complete install of final components. The contractor has indicated that they believe they will have final component install completed by the end of the week of August 15th with Engineered Wood Fiber and Sand installed the week of August 22nd, Inspection and Clean-up of work site August 25th and 26th and third party inspections completed the week of August 29th. After this work has been completed we will begin work on defining trails in and around the structures, and to the Cosmo lodge. Timelines for substantial completion have yet to be determined at this time.
Fiscal Stabilization					
Asset Management / Work Order Software	\$45,000.00	\$24,837.41	(\$20,162.59)	Fiscal Stabilization Fund	Unexpected delays with the vendor as they got Covid. Working on rescheduling data management analysis.
Audio Visual Project	\$28,616.80	\$27,971.39	(\$645.41)	Fiscal Stabilization Fund	Project completed.
Charts of Account Restructure	\$59,516.37	\$23,850.00	(\$35,666.37)	Fiscal Stabilization Fund	Finance Administration continues to work with the Consultant to finalize the restructured accounts. Manual re-mapping has been completed and the project has moved to the testing phase.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
Deferred Revenue					
UNSPENT - TO BE REALLOCATED	\$18,795.39	\$0.00	(\$18,795.39)	Deferred Revenue 1-4-46913-000	A report will be provided for City Council approval regarding the re-allocation of the funds.
Asset Management / Work Order Software	\$31,497.35	\$31,497.35	\$0.00	Deferred Revenue 1-4-46913-000	Funds fully spent for MEEP.
Aquatic and Arenas Recreation Centre					
Aquatic and Arenas Recreation Centre	\$57,523,443.02	\$4,789,924.91	(\$52,733,518.11)	\$23,009,376.95 Federal Funding \$19,172,565.05 Provincial Funding \$15,341,501.02 City's Funding (Borrowing)	Some days were lost in August due to rain but the Contractor brought in a second pile rig and will make up all lost time. Project 4% complete and on schedule.
Total Other Funding	\$58,292,653.89	\$5,003,811.16	(\$53,288,842.73)		
TOTAL 2021 C/F PROJECTS	\$64,135,335.79	\$8,934,032.39	(\$55,201,303.40)		

(\$55,201,303.40)

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
OTHER PROJECTS APPROVED BY COUNCIL MOTION	BUDGET	2022 Spending	Variance	FUNDING	Timelines
Commission of Artwork	\$123,000.00	\$95,000.00	(\$28,000.00)	That \$123,000 in support of the commission, including installation and unveiling in Scarrow Plaza, be allocated from the Public Art Reserve. April 15, 2022: \$45,000 June 15, 2022: \$50,000 April 15, 2023: \$25,000 May 19, 2023: \$1,437 Total: \$121,437	September 1, 2022: Artist builds work and delivers to foundry. Sept. 1, 2022 – April 30, 2023: Foundry makes molds and casts bison robe first. Artist goes to foundry to hand paint moccasins. April 30, 2023: Foundry completes casting, patina, and welding. May 18, 2023: Foundry delivers work. Installation of Artwork. May 19, 2023: Unveiling of Artwork (Ceremony)
Installation of Steel Tables in Concession Area at Lakeland Ford Park	\$5,898.64	\$0.00	(\$5,898.64)	Prince Albert Slo-Pitch League Reserve	Project completed. City Council at its meeting of April 25, 2022 approved: "That the Installation of Steel Tables in the Concession Area at Lakeland Ford Park in the amount of \$5,898.64 funded from the Prince Albert Slo-Pitch League Reserve, be approved."
SGI Grant for Crosswalks				SGI Grant Funding - Traffic Safety Grant	Through SGI Grant Funding, crosswalk improvements at four locations. 6 Ave & 9 St E, 3 Ave. & 28 St. E, 10 Ave. W near the hospital and 15 Ave. E near Helme Cres will get new rectangular rapid flashing beacons. Equipment has been ordered and will be installed by the end of the construction season.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
PADBID Reserve Fund – Security in PADBID Region (RPT 22-271)	\$36,601.92	\$11,702.40	(\$24,899.52)	Downtown Improvement Reserve	<u>City Council Motion of July 11, 2022:</u> "That the Prince Albert Downtown Business Improvement District be authorized to utilize \$33,601.92, from the Downtown Improvement Reserve in order to contract security services on a three (3) month term project."
OTHER PROJECTS APPROVED BY COUNCIL MOTION	\$165,500.56	\$106,702.40	(\$58,798.16)		

(\$58,798.16)

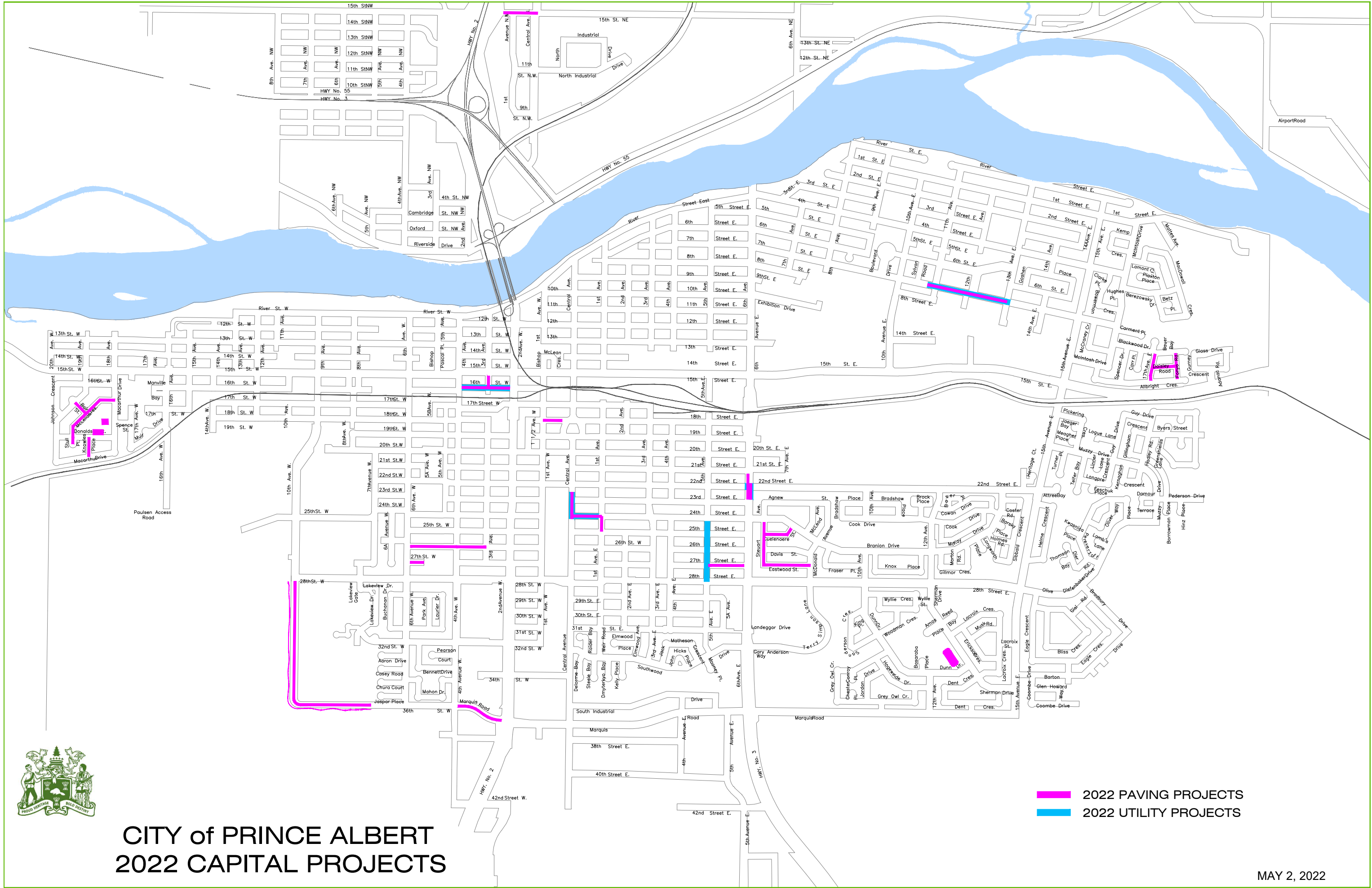
2022 ROADWAYS PAVING PROGRAM

6-Sep-22

STREET	FROM	TO	STATUS
6 Ave E	22 St E Intersection		Ongoing
18 St W	Central	1 Ave W	Completed
Steuart Ave	Branion Dr	Eastwood St	Ongoing
Cuelenaere St	Steuart Ave	Branion Dr	Ongoing
Eastwood Dr	Steuart Ave	McDonald Ave	Not Started
Davis Street	Steuart Ave	McDonald Ave	Not Started
16 St W	2 Ave W	4 Ave W	Completed
3 Ave W	16 St W	15 St W	Completed
27 St E	5 Ave E	6 Ave E	Completed
Central Ave	22 St E	24 St E	Cancelled
24 St E	Central Ave	1 Ave E	Completed
1 Ave E	24 St E	25 St E	Completed
Bain St	MacArthur Dr	McLellan Crescent	Completed
McLellan Crescent	Donaldson St	MacArthur Dr	Completed
Stull Pl	Donaldson St	End	Completed
Knowles Pl	MacArthur Dr	Donaldson St	Completed
7 St E	11 Ave E	13 Ave E	Ongoing
26 St W	3 Ave W	6 Ave W	Completed
27 St W	5 Ave W	6 Ave W	Completed
Daisley Rd	17 Ave E	Fonyo Rd	Completed
17 Ave E	Allbright Cres	Blackwood Dr	Completed
Fonyo Rd	Allbright Cres	Blackwood Dr	Completed
Carr Place	Blackwood Drive	End	Completed
Marquis Rd W	2 Ave W	4 Ave W	Not Started
Marquis Rd W Extension	7 Ave W	28 St W	Completed
15 St NW	Hwy 2	Central N	Completed

2022 Roadways Paving Program			
Account #	Treatment	Street	2022 Spending YTD (Sept 6)
8-2-30715	Pavement Management System		\$14,875.52
8-2-30920	LIMP: 7th Street East	(5 - 6 Ave)	\$35.91
8-2-31135	Reconstruction & Concrete	6 AE (22SE Intersection)	\$107,107.33
8-2-31152	15th Street East	(1 - 6AE)	\$8,085.21
8-2-31160	Mill/Pave	Crescent Heights Grouping	\$11,586.40
8-2-31174	Reconstruction & Concrete	16 SW (2-4 AW)	\$497,681.96
8-2-31175	Reconstruction	5 AE (24-28 SE)	\$7,064.70
8-2-31176	Mill/Pave	27 SE (5-6 AE)	\$104,367.21
8-2-31177	Reconstruction & Concrete	Central A (22-24 S)	\$0.00
8-2-31178	Reconstruction & Concrete	24 SE (Cent-1 AE)	\$159,932.19
8-2-31179	Mill/Pave	1 AE (24-25 SE)	\$34,003.96
8-2-31180	Mill/Pave	Westview Grouping	\$325,632.80
8-2-31181	Reconstruction & Concrete	7 SE (10-13 AE)	\$43,984.98
8-2-31182	Reconstruction & Concrete	18 SW (Cent-1 AW)	\$102,489.69
8-2-31183	Mill/Pave	17 SW (9-12 AW)	\$0.00
8-2-31184	Mill/Pave	26 SW (3-6 AW) / 27 SW (5-6 AW)	\$310,251.07
8-2-31185	Mill/Pave & Concrete	Riverview Grouping	\$339,716.65
8-2-31186	Reconstruction & Concrete	Marquis Rd Widening (2-4 AW)	\$679.77
8-2-31187	Reconstruction	15 SNW (Hwy2-Cent)	\$199,000.78
TOTAL 2022 SPENDING - ROADWAYS PAVING PROGRAM			\$2,266,496.13
2022 ROADWAYS PAVING FUNDING			\$4,327,743.63
UNSPENT			(\$2,061,247.50)

2022 Roadways Paving Program - Budget	\$4,100,000.00
C/F to Year 2022 from Year 2021	\$227,743.63
Total Year 2022 Paving Budget	\$4,327,743.63



CITY of PRINCE ALBERT 2022 CAPITAL PROJECTS

MAY 2, 2022

YEAR 2022 - SANITATION FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	Timelines
2022 SANITATION CAPITAL					
SANITATION IMPROVEMENT FUND					
Long Term Debt Repayment - Landfill Expansion (Waste Cell Construction)	\$566,500.00	\$0.00	(\$566,500.00)	Sanitation Improvement Fund	Yearend entry for loan payment.
TOTAL SANITATION IMPROVEMENT FUND	\$566,500.00	\$0.00	(\$566,500.00)		
TOTAL 2022 SANITATION CAPITAL	\$566,500.00	\$0.00	(\$566,500.00)		
			<i>(\$566,500.00)</i>		
2021 Carry Forward Capital Projects					
SANITATION IMPROVEMENT RESERVE					
Landfill Expansion - Cell 2B Design and Project Services	\$163,866.39	<i>costs under review</i>	(\$163,866.39)	Sanitation Improvement Reserve	A report will be going to the September 26th City Council meeting on this project.
TOTAL SANITATION IMPROVEMENT RES	\$163,866.39	\$0.00	(\$163,866.39)		
TOTAL 2021 C/F CAPITAL PROJECTS	\$163,866.39	\$0.00	(\$163,866.39)		
			<i>(\$163,866.39)</i>		
TOTAL 2022 CAPITAL SPENDING	\$730,366.39	\$0.00	(\$730,366.39)		
			<i>(\$730,366.39)</i>		

YEAR 2022 - AIRPORT FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	TIMELINES
2022 Airport Fund Capital Projects					
AIRPORT IMPROVEMENT FUND					
Automated Opener Gate #2 for Ambulance	\$9,000.00	\$0.00	(\$9,000.00)	50% Airport Improvement Fund 50% Community Airport Partnership	There is no Community Airport Partnership Funding for Year 2022, as such, the projects will not be proceeding.
Taxi B Overlay	\$15,000.00	\$0.00	(\$15,000.00)	50% Airport Improvement Fund 50% Community Airport Partnership	
TOTAL AIRPORT IMPROVEMENT FUND	\$24,000.00	\$0.00	(\$24,000.00)		
PASSENGER FACILITY FEE FUNDING					
New Terminal - Detailed Design	\$600,000	\$52,733.78	(\$547,266.22)	Passenger Facility Fee Reserve	Consultant has been selected. Design process initiated.
Runway 08 Threshold Concrete Repairs	\$16,000	\$0.00	(\$16,000.00)	Passenger Facility Fee Reserve	Project is completed.
Terminal Sidewalk Expansion	\$65,000	\$0.00	(\$65,000.00)	Passenger Facility Fee Reserve	Project is completed. Invoices to be processed.
TOTAL PFF FUNDING	\$681,000.00	\$52,733.78	(\$628,266.22)		

YEAR 2022 - AIRPORT FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	TIMELINES
EXTERNAL FUNDING					
Apron II Rehabilitation and Expansion - Construction	\$3,500,000.00	\$0.00	(\$3,500,000.00)	External Funding to be identified	There is no external funding for these projects. Projects reviewed by the Airport Advisory Committee. Projects will not be proceeding.
Apron II Utilities - Construction	\$950,000.00	\$0.00	(\$950,000.00)	External Funding to be identified	
TOTAL EXTERNAL FUNDING	\$4,450,000.00	\$0.00	(\$4,450,000.00)		
TOTAL 2022 AIRPORT CAPITAL	\$5,179,000.00	\$52,733.78	(\$5,126,266.22)		

(\$5,126,266.22)

2021 C/F Airport Fund Capital Projects					
AIRPORT IMPROVEMENT FUND					
Airport - Emergency Generator	\$13,879.00	\$13,103.72	(\$775.28)	Airport Improvement Fund	Project is completed.
Airport Maintenance Garage Renovation	\$109,174.86	\$139,412.34	\$30,237.48	Airport Improvement Fund	Project completed. Project is over-budget. City Council on July 12, 2021 awarded the engineering services to Rempel Engineering & Management Ltd. for an estimated \$29,500 plus applicable taxes. City Council on October 18, 2021 awarded the Construction for \$233,880.52, which included Provincial Sales Tax. That approval provided additional approval for \$13,380.52 over budget. The final costs are over-budget by the amount of \$16,856.96 as it was discovered conditions when the demolition found items like the existing electrical not meeting code and needing upgrades before the new system could be integrated and some plumbing that was not known of needed relocation. That overage is within a 10% contingency amount, as such, will need to be funded from the Airport Improvement Fund.

YEAR 2022 - AIRPORT FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	TIMELINES
Airport - Street Signs	\$17,542.05	\$2,365.39	(\$15,176.66)	Airport Improvement Fund	Project completed. Invoices to be processed.
Apron II Rehabilitation and Expansion Design	\$129,894.91	\$0.00	(\$129,894.91)	Airport Improvement Fund	No construction funding approved.
Apron II Utilities - Design	\$50,000.00	\$0.00	(\$50,000.00)	Airport Improvement Fund	No construction funding approved.
Airport Utilities Map	\$20,000.00	\$0.00	(\$20,000.00)	Airport Improvement Fund	In progress. Awaiting record drawings information from the Airfield Electrical Rehabilitation Project. Anticipate completion in November 2022.
Subdivision Survey	\$20,190.00	\$8,839.00	(\$11,351.00)	Airport Improvement Fund	Underway.
TOTAL AIRPORT IMPROVEMENT FUND	\$360,680.82	\$163,720.45	(\$196,960.37)		
PASSENGER FACILITY FEE FUNDING					
Safety / Customer Service Requirements	\$12,931.34	\$0.00	(\$12,931.34)	Passenger Facility Fee Reserve	Projects will be identified as it relates to Safety / Customer Service Requirements.
TOTAL PFF FUNDING	\$12,931.34	\$0.00	(\$12,931.34)		
ACAP FUNDING - EXTERNAL					
Replacement Runway Plow Truck, Plow and Sander	\$525,000.00	\$0.00	(\$525,000.00)	ACAP Funding	Ordered. Anticipate delivery end of December.
ACAP - Airfield Electrical Rehabilitation (Runway Lighting / Informational Signage)	\$3,143,114.00	\$2,464,195.74	(\$678,918.26)	ACAP Funding	ACAP Funding Approved. Project has reached Substantial Completion
TOTAL ACAP FUNDING - EXTERNAL	\$3,668,114.00	\$2,464,195.74	(\$1,203,918.26)		
TOTAL 2021 C/F AIRPORT CAPITAL	\$4,041,726.16	\$2,627,916.19	(\$1,413,809.97)		
<i>(\$1,413,809.97)</i>					
TOTAL AIRPORT CAPITAL SPENDING	\$9,220,726.16	\$2,680,649.97	(\$6,540,076.19)		
<i>(\$6,540,076.19)</i>					

YEAR 2022 - WATER & SEWER UTILITY FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	<u>FUNDING</u>	<u>TIMELINES</u>
2022 Water and Sewer Utility Capital Approved					
WATERWORKS IMPROVEMENT FUND					
Watermain Replacement Program	\$1,400,000.00	\$937,069.15	(\$462,930.85)	Waterworks Improvement Fund	Projects underway. To be completed by end of October. See project listing for status.
Sanitary and Storm Sewer Replacement Program	\$750,000.00	\$645,561.29	(\$454,438.71)	Waterworks Improvement Fund	Projects underway. To be completed by end of October for excavation projects and December for relining. See project listing for status.
Sewer Relining Work (funding in operating budget of \$350,000)	\$350,000.00				
Lead Service Replacement Program	\$150,000.00	\$17,568.81	(\$132,431.19)	Waterworks Improvement Fund	To be completed by end of October.
Fire Hydrant Replacement Program	\$100,000.00	\$62,077.59	(\$37,922.41)	Waterworks Improvement Fund	To be completed by end of October.
Fire Hydrant - Fire Protection	\$50,000.00	\$0.00	(\$50,000.00)	Waterworks Improvement Fund	To be completed by end of October
Former Raw Water Pump House Decommission	\$170,000.00	\$0.00	(\$170,000.00)	Waterworks Improvement Fund	To be carried over to spring of 2023. Due to the extension in the new raw water pump house completion, this project has been delayed.
WTP PLC and SCADA System Upgrades	\$395,000.00	\$153,794.55	(\$241,205.45)	Waterworks Improvement Fund	Project underway, scheduled to be completed in December 2022.
TOTAL WATER UTILITY RESERVE	\$3,365,000.00	\$1,816,071.39	(\$1,548,928.61)		
			<i>(\$1,548,928.61)</i>		

YEAR 2022 - WATER & SEWER UTILITY FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	TIMELINES
DEBT FINANCING					
Detailed Design of Waste Water Treatment Plant - Year 2	\$1,300,000.00	\$47,304.58	(\$1,252,695.42)	Debt Financing	Nereda Pilot Study is finished. Design is at 58% complete.
TOTAL DEBT FINANCING	\$1,300,000.00	\$47,304.58	(\$1,252,695.42)		
			(\$1,252,695.42)		
TOTAL 2021 UTILITY CAPITAL	\$4,665,000.00	\$1,863,375.97	(\$2,801,624.03)		
			(\$2,801,624.03)		
TOTAL 2022 UTILITY CAPITAL BUDGET	\$6,387,600.00	\$1,863,375.97	(\$4,524,224.03)		
			(\$4,524,224.03)		
2021 CARRY FORWARD CAPITAL PROJECTS					
WATERWORKS IMPROVEMENT FUND					
Watermain Replacement Program	\$35,954.62	\$35,954.62	\$0.00	Waterworks Improvement Fund	2021 Carry Forward Funds Spent.
Sanitary and Storm Sewer Replacement Program	\$84,701.45	\$84,701.45	\$0.00	Waterworks Improvement Fund	2021 Carry Forward Funds Spent.
Lead Service Replacement Program	\$51,750.80	\$51,750.80	\$0.00	Waterworks Improvement Fund	2021 Carry Forward Funds Spent.
Filter to Waste Isolation	\$23,708.74	\$0.00	(\$23,708.74)	Waterworks Improvement Fund	Old Raw Water pump house must be de-commissioned prior to work being conducted. City crews may not have time to compete until 2023.
TOTAL WATER UTILITY RESERVE	\$196,115.61	\$172,406.87	(\$23,708.74)		
			(\$23,708.74)		

YEAR 2022 - WATER & SEWER UTILITY FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (Sept 6)	Variance YTD Spending to Budget (Sept 6)	FUNDING	TIMELINES
NEW RAW WATER PUMP HOUSE					
New Raw Water Pump House	\$2,808,927.00	\$2,013,667.84	(\$795,259.16)	City's Borrowing of Funds	Construction commenced November 2020. Estimated facility turnover to the City is October 2022.
NEW WATER PUMP HOUSE	\$2,808,927.00	\$2,013,667.84	(\$795,259.16)		
			(\$795,259.16)		
DEBT FINANCING					
Waste Water Treatment Plant - Detailed Design Year 1	\$394,797.28	\$394,797.28	\$0.00	Debt Financing	2021 Carry Forward funds Spent.
TOTAL DEBT FINANCING	\$394,797.28	\$394,797.28	\$0.00		
TOTAL 2021 C/F CAPITAL PROJECTS	\$3,399,839.89	\$2,580,871.99	(\$818,967.90)		
			(\$818,967.90)		
TOTAL 2022 WATER & SEWER UTILITY CAPITAL	\$9,787,439.89	\$4,444,247.96	(\$5,343,191.93)		

(\$5,343,191.93)

2022 Utility Replacement Projects

Fund	Treatment	GP Description	Status
Utility	Sanitarymain Replacement	6 AE Sewer (22-23 SE) - Sanitary	Complete
Utility	Watermain Replacement	6 AE Water (22-23 SE) - Water	Complete
Utility	Watermain Replacement	16 SW (2-4 AW) - Water	Complete
Utility	Watermain Replacement	Central A (22-24 S) - Water	Carry Over to Year 2023
Utility	Watermain Replacement	24 SE (Cent-1 AE) - Water	Complete
Utility	Watermain Replacement	7 SE (11-13 AE) - Water	Ongoing
Utility	Watermain Replacement	Little Red Extension - Water	Complete
Utility	Stormmain New	Central A (22-24 S) - Storm	Carry Over to Year 2023
Utility	Sanitarymain New	5 AE (24-28 SE) - Sanitary	Not Started
Utility	Stormmain Replacement	18 AW (13 SE - Outfall) - Storm	Not Started
Utility	Stormmain New	3 ANW - Outfall Construction - Storm	Not Started

2022 Watermain Replacement Projects			
Account #	Treatment	GP Description	2022 YTD SPENDING
8-2-40285	Watermain Replacement	6 AE Water (22-23 SE) - Water	\$186,568.45
8-2-40293	Watermain Replacement	16 SW (2-4 AW) - Water	\$294,365.82
8-2-40294	Watermain Replacement	17 SW (10 AW) - Water	\$0.00
8-2-40295	Watermain Replacement	Central A (22-24 S) - Water	\$9,060.87
8-2-40296	Watermain Replacement	24 SE (Cent-1 AE) - Water	\$145,956.41
8-2-40297	Watermain Replacement	7 SE (11-13 AE) - Water	\$167,992.24
8-2-40298	Watermain Replacement	Little Red Extension - Water	\$106,476.54
8-2-40304	Watermain Replacement	27 SW (6-6A)	\$55,513.56
8-2-40242		10TH ST E (CENTRAL - 1 AVE E)	\$80.89
8-2-40283		12 SE WATER (4-6 AE)	\$473.79
8-2-40286		20 SW WATER (8-9 AW)	\$5,980.98
8-2-40256		11th Street NW	\$143.18
8-2-40279		North Industrial Drive	\$411.04
		TOTAL SPENDING	\$973,023.77
		TOTAL BUDGET	\$1,435,954.62
		UNSPENT	(\$462,930.85)
2022 Sewermain Replacement Projects			
8-2-40284	Sanitarymain Replacement	6 AE Sewer (22-23 SE) - Sanitary	\$78,826.88
8-2-40299	Stormmain New	Central A (22-24 S) - Storm	\$20,807.80
8-2-40300	Sanitarymain New	5 AE (24-28 SE) - Sanitary	\$6,373.62
8-2-40301	Stormmain Replacement	18 AW (13 SE - Outfall) - Storm	\$0.00
8-2-40302	Stormmain New	3 ANW - Outfall Construction - Storm	\$0.00
8-2-40303	Storm/Sanitary Repair	16 AW (2-4) - Storm/San	\$27,756.18
8-2-40282		1AW Sewer (17-18 SE)	\$78,417.26
8-2-49010	Sewer Relining		\$518,081.00
		TOTAL SPENDING	\$730,262.74
		TOTAL BUDGET	\$1,184,701.45
		UNSPENT	(\$454,438.71)

BUDGET

2022	Watermain Replacement Budget	\$1,400,000.00
2021	C/F from Year 2021	\$35,954.62
	TOTAL WATERMAIN BUDGET	\$1,435,954.62

BUDGET

2022	Sewermain Replacement Budget	\$750,000.00
2021	C/F from Year 2021	\$84,701.45
	Sewer Relining Budget - Operating	\$350,000.00
	TOTAL SEWERMAIN BUDGET	\$1,184,701.45



City of
Prince Albert

MIN 22-63

TITLE: August 22, 2022 Management Committee Meeting Minutes

DATE: **August 24, 2022**

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

Be received as information and filed.

ATTACHMENTS:

1. Unofficial Regular Minutes
2. Unofficial Incamera Minutes

Written by: Management Committee



CITY OF PRINCE ALBERT

MANAGEMENT COMMITTEE REGULAR MEETING

MINUTES

**MONDAY, AUGUST 22, 2022, 2:30 P.M.
MAIN BOARDROOM, 2ND FLOOR, CITY HALL**

PRESENT: Mayor Dionne
Councillor Don Cody
Councillor Ted Zurakowski

Councillor Blake Edwards
Councillor Dawn Kilmer

Savannah Price, Acting City Clerk
Sherry Person, City Manager

1. CALL TO ORDER

Mayor Dionne, Chairperson, called the meeting to order.

2. APPROVAL OF AGENDA

0013. **Moved by:** Councillor Zurakowski

That the Agenda for this meeting be approved, as presented, and, that the presentations, delegations and speakers listed on the Agenda be heard when called forward by the Chair.

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

0014. **Moved by:** Councillor Cody

That the Minutes for the Management Committee Public and Incamera Meetings held February 14, 2022 and Management Committee Incamera Meeting held March 23, 2022, be taken as read and adopted.

CARRIED

5. CORRESPONDENCE & DELEGATIONS

6. REPORTS OF ADMINISTRATION & COMMITTEES

6.1 Update from Communications Subcommittee March 23, 2022 Meeting (RPT 22-189)

Verbal Presentation was provided by Councillor Kilmer, on behalf of the Communications Subcommittee.

0015. **Moved by:** Councillor Cody

1. That the City's Bylaw Division provide a seasonal update to Management Committee;
2. That the City Manager provide her vision for Internal Communication for consideration at an upcoming Management Committee meeting; and,
3. That the Communications Strategic Planning Session be re-scheduled to early 2023.

CARRIED

6.2 Update from Communications Subcommittee July 5, 2022 Meeting (RPT 22-281)

Verbal Presentation was provided by Councillor Kilmer, on behalf of the Communications Subcommittee.

0016. **Moved by:** Councillor Cody

1. That the City Manager forward a report to Executive Committee on how Integrated Planning will be measured;

2. That the City Manager and/or Department Heads prepare formal acknowledgments to share with staff and City Council when Senior Management begins employment and when staff with ten (10) or more years leaves employment with the City; and,
3. That the Director of Corporate Services establish a process to survey staff regarding what they like about their job, what the City is doing well and opportunities for improvement, to be completed during management training or annually as part of work plan meetings.

CARRIED

7. UNFINISHED BUSINESS

8. ADJOURNMENT – 2:51 P.M.

0017. **Moved by:** Councillor Zurakowski

That this Committee do now adjourn.

CARRIED

MAYOR GREG DIONNE
CHAIRPERSON

CITY CLERK

MINUTES ADOPTED THIS DAY OF , A.D. 2022.



City of
Prince Albert

MIN 22-68

TITLE: September 7, 2022 Community Services Advisory Committee Meeting Minutes

DATE: September 8, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

Be received as information and filed.

ATTACHMENTS:

1. Unofficial Minutes

Written by: Community Services Advisory Committee



CITY OF PRINCE ALBERT
COMMUNITY SERVICES ADVISORY COMMITTEE
REGULAR MEETING

MINUTES

WEDNESDAY, SEPTEMBER 7, 2022, 4:00 P.M.
MAIN BOARDROOM, 2ND FLOOR, CITY HALL

PRESENT: Councillor Dennis Ogradnick
Cathy Crane
Diane Kopchynski

Savannah Price, Secretary

1. ADJOURNMENT – 4:14 P.M.

The Chair announced that due to a lack of quorum, the Community Services Advisory Committee shall stand adjourned until the next scheduled meeting in 2023.

COUNCILLOR DENNIS OGRADNICK
CHAIRPERSON

SAVANNAH PRICE
SECRETARY

MINUTES ADOPTED THIS DAY OF , A.D. 2023.

TITLE: City Hall 2nd Floor Main Boardroom Renovations

DATE: **August 9, 2022**

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the following allocations be approved for the proposed renovations of the 2nd Floor Main Boardroom:

- (a) \$18,795.39 set aside from Year 2021 with the re-allocation of MEEP Funding to an invoice to provide capital funding for re-allocation by Council; and,
- (b) \$11,094.82 in the Capital Works Committed Reserve from the savings of the 2021 Capital Projects of “City Hall and MSC Building Repairs”.

TOPIC & PURPOSE:

To consider a proposed renovation of the 2nd Floor Main Boardroom in City Hall.

BACKGROUND:

The 2nd Floor Main Boardroom at City Hall represents the City of Prince Albert to partners, investors, the general public, staff and members of City Council. As well, it is utilized as a headquarters or Emergency Operations Centre (“EOC”) during municipal emergencies.

Up until 2021 there had not been any significant updates made to the Main Boardroom, which dates back to when City Hall was built in 1984.

Over the last 2 ½ years, the Main Boardroom has become a preferred meeting space for both in-person and virtual meetings and; although the Boardroom provides adequate space for larger groups, improvements to the space would help to maximize the room to its full potential into the future.

In 2020, the Mayor's Office and City Manager's Office began to examine the Main Boardroom for deficiencies and opportunities. The space was decluttered and cleaning protocols were put into place.

In 2021, a list of priorities that require immediate attention and tasks were allocated, as follows:

Dec 2021 – purchased new chairs.

Previous chairs were fabric, original to the space, and we were unable to clean them properly as they could not be wiped down. This was a hygienic concern during COVID-19 and broken chairs required replacement.

2021 – invested in modern, top of the line audio visual technology.

Improved efficiency and communication was required. COVID-19 brought our outdated communications to the forefront and it was quickly realized this needed to be addressed as it was negatively affecting how we were doing business.

The new audio visual system was installed to offer the ability to conduct hybrid video conferencing meetings using Teams. Attendees can participate in person, via Teams or via phone. Microphones and speakers have been installed to ensure all participants are easily heard. As well, a motion camera is in place to share a view of the entire room that will zoom in to focus on speakers/presenters. In-person training sessions were conducted with key users from the City Manager's, Clerk's and Mayor's Offices. Documentation was also posted on the CoPA Connected intranet for any employees who are organizing meetings in the Main Boardroom.

Feb 2022 – removed original blinds and replaced with obscure film.

Allowed for natural light from the Foyer skylights while preserving confidentiality of meetings. Original blinds did not have the ability to open.

Feb 2022 – replaced original carpeting.

Spills and stains could no longer be removed.

Apr 2022 – boardroom table consultations began.

We met with Maintenance staff to discuss refinishing the Boardroom tables with a focus on trying to keep the two existing tables. Maintenance advised that the tables were not salvageable and would need to be replaced. To get a second opinion, we contacted Handy Hank who performed an inspection and confirmed that the tables could not be repaired and should not be used.

Apr 2022 – consultations expanded.

Mayor's Office and City Manager's included Information Technology Division and the Facilities Maintenance Division in the renovation discussions to ensure that all Boardroom requirements would be considered.

PROPOSED APPROACH AND RATIONALE:

COVID-19 has impacted the way the City does business and we expect that Boardroom practices will continue to change and evolve in the coming years.

The City Hall Main Boardroom is often the first impression, and best impression, of what the City of Prince Albert has to offer and is a reflection of the Corporation. A rejuvenation of the space will show staff and partners we are forward thinking and are serious about growth.

Benefits of renovation:

- Create an innovative, customer-centric approach to communications which provides multiple methods and improves client/partner experience;
- Create an inviting space for people to gather;
- Table design will improve capabilities in Boardroom;
- Improve communication for Teams, Zoom, conference calls;
- Improve overall aesthetic.

Below is a list of renovation items which require an approved budget to complete:

Wallpaper Removal

The wallpaper is original and there are signs the paper is beginning to fail with areas that are loose, ripped and have small holes. Removing the wallpaper prior to painting will provide better quality and longer lasting results.

Fill Holes

Painting a wall will not cover nail holes and so holes will need to be repaired prior to painting for a professional look.

Paint

A new coat of paint will open up the space and create the illusion of more room, will be cleaner and brighter.

Feature Wall

Adding the City's rebranded Strategic Plan message with decals to one section of wall will refresh the space, motivate employees, and support their commitment to build a better future for the City.

Side Cabinets

Addition of 3 x side cabinets – the Boardroom is currently missing closed storage. Cabinets will have chard oak melamine doors and gables with a maple top with glass. They will enclose EOC equipment and other supplies and the glass top will provide protection when serving meals and/or beverages during meetings.

Main Tables

The two large tables will be replaced with three smaller tables. Tables will be chard oak melamine with maple surround and glass top. The benefit to having three tables is they can be set up as required for the EOC and Board of Revision Hearings (currently unable to do so).

The tables will be the most significant cost to the renovation. Although we looked into the idea of refinishing the current tables, in April 2022, we were advised as follows:

“The finish on the tables has deteriorated and is no longer protecting the surface of the table. We cannot refinish these units due to their size, as they would not fit in our stripping booth and we do not have the personnel to move them. It is not feasible to refinish them in place. The stripper we use is highly corrosive and toxic. A great deal of ventilation would be required to keep ourselves and City Hall staff safe.

The tops of these units are warping and joints are separating. We feel this is due to the tops being fastened tightly to the frame underneath. These tops should be free to expand and contract with varying levels of relative humidity. We cannot clamp and glue the compromised joints back into place. The tops would need to be cut at each failed joint and the top glued back together. Every time a cut is made, wood is lost. Therefore, a new strip of wood needs to be added to make up the loss of width. Not feasible to do this repair.

The tables are wobbly and it appears some effort has been made to brace and re-support the legs to the frame. Also, the frame appears to have been subjected to some modifications. This effort has likely contributed to the joint failure in the top. The legs and frame should be a free standing, rigid structure capable of withstanding any deflection. When you have a solid wood top, the frame and leg assembly, should not rely on the top to provide structural integrity. The top should just sit on the frame / leg assembly and be fastened loosely so it can expand and contract with changes in humidity.”

Power Outlet

A power outlet for network and AV options will be added to one of the three tables (centre table) - will be hardwired to emergency power and internet.

Battery Packs

Purchase of 4 x battery packs for Department Heads participating in the EOC or other municipal emergencies. Allows delivery of extended runtimes, freeing up laptops or cell phones for continued use while charging.

Rolling Tables

The Board of Revision and EOC require a specific set up within the Boardroom. The addition of 4 x rolling tables will allow for quick set up for EOC and configurations are flexible.

Use of videoconferencing is expected to increase long after the end of the pandemic. It is likely to continue to be the preferred mode for business meetings as for some community partners working from home may become permanent.

CONSULTATIONS:

The Mayor's Office, City Manager's Office, Information Technology Division, and Facilities Maintenance Division have met to discuss the scope of work required to transform the Main Boardroom to include requirements into the future.

FINANCIAL IMPLICATIONS:

City Council, on March 28, 2022, approved the re-allocation on unspent MEEP money as follows:

1. *That the unspent funding from the Municipal Economic Enhancement Program in the amount of \$18,795.39, be re-allocated to fund Reconstruction of Park Pathways work completed in Year 2021;*
2. *That Administration forward a further report to allocate the unspent approved 2021 Capital Funding in the amount of \$18,795.39, that was approved for Reconstruction of Park Pathways in 2021, along with any other Capital Project Savings for consideration by members of Council.*

The amount of \$18,795.39 is available for allocation by Council to a Capital Project. That amount was set aside to provide capital funding for re-allocation by Council in Year 2022.

As well, the amount of \$11,094.82 was placed in the Capital Works Committed Reserve at the end of Year 2021 from savings in the 2021 Capital Projects of City Hall Repairs and MSC Building Repairs. AS such, the amount of \$11,094.82 is available for re-allocation by Council to a Capital Project.

This report is recommending that the amounts of \$18,795.39 and \$11,094.82 for a total amount of \$29,890.21 is available for allocation by City Council for the renovations proposed for the 2nd Floor Main Boardroom.

As identified in the report, the full amount of \$29,890.21 will be spent to fund the proposed renovations, including:

- Remove wallpaper, fill holes and paint walls
- Add feature wall which includes the City's rebranded Strategic Plan message(s)
- Add 3 x side cabinets with closed storage and glass top
- Replace two large tables with three smaller tables
- 1 x power outlet for network and AV options (for centre table) and installation of 2 x floor boxes
- 4 x battery packs
- 4 x rolling tables

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no Communication, Policy, Privacy, Official Community Plan implications.

STRATEGIC PLAN:

Infrastructure – the City will create infrastructure that supports growth and be responsive to the needs of our community.

OPTIONS TO RECOMMENDATION:

Do not renovate Main Boardroom – NOT RECOMMENDED. The Main Boardroom is run down, difficult to clean and inefficient. First impressions matter and having adequate space, new equipment, and making upgrades to the built-in technologies and power systems will help those using the Boardroom work more productively.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION: Verbal by Renee Horn, Executive Assistant, Mayor's Office

Written by: Renee Horn, Executive Assistant

Approved by: City Manager

TITLE: 2022 Roofing Report

DATE: August 23, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That \$200,000 be included in the 2023 Capital Budget to complete the Roofing Projects recommended for 2023.

TOPIC & PURPOSE:

The purpose of the report is to provide City Council with a status update of the various roofs at the City facilities and present the recommendations for consideration during the 2023 Budget deliberations.

BACKGROUND:

The City of Prince Albert provides an annual allocation through the Capital Budget for roofing requirements at our various facilities. The Community Services Department completes regular inspections to assess the annual requirements and to determine the priorities for each year.

As a result of the inspections, the following report has been prepared for consideration during the 2023 Budget deliberations.

PROPOSED APPROACH AND RATIONALE:

Below is an update regarding the condition and any repairs completed to the various roofs within the City's network of facilities.

Alfred Jenkins Field House

- Low slope metal roofs on gymnasium and soccer pitch
- Flat rolled asphalt roof

The large snow through the winter and the spring's freeze/thaw cycles were extremely hard on the two flat roofs at the Alfred Jenkins Field House. This created infiltration of water and strengthened the reasoning for a professional assessment of this roof. The flat roofs are rated poor and need replacement in 2023. The budget for the two roofs is \$325,000.00.

To complete the roofing system on the building; there are two large metal roofs, one over the soccer pitch and one over the gymnasium. These roofs are seeing caulking deterioration and several areas where the vertical seams needed reinforcement.

Arts Centre

- Metal tiled roof – roof is in good shape.

In 2014 a snow stop project was completed on this roof to mitigate large quantities of ice/snow from sliding off. This was especially dangerous on the West side of the building where the public enters.

There had been water infiltration in the basement of the Art Centre, this was happening on the North and West sides of the building. The North side received new eaves troughs and the West received some earth work behind the wheelchair ramp. These repairs have resolved the issues.

Art Hauser Arena

- There are essentially eleven roofs on this building, along with seven entry canopies – various conditions.

Starting from the front or most Westerly and working East there are three ballast roofs over the new Lobby area – good condition.

The old lobby roof is a SBS roof – fair condition. This roof is not expected to need a major replacement in the near future. Small repairs may be needed in the short term.

The South Entrance is a ballast roof – good condition.

The barrel roof over the rink has a spray foamed roof on the North side and a membrane covering on the South side. The spray foamed portion received a new coating in 2019 and is holding up well. The South side has the potential to last longer but it has had repairs to the seams due to the spring freeze thaw.

The Minto dressing room roof is a sloped metal roof – good condition.

The concession/washroom roof is a ballast inverted roof – good condition. This roof is not expected to need a major replacement in the near future. Small repairs may be needed in the short term.

Raider Office roof is a sloped membrane roof – good condition. This roof is not expected to

need a major replacement in the near future. Small repairs may be needed in the short term.

The East end of the building has membrane roofs – good condition. These roofs are not expected to need a major replacement in the near future. Repairs to these roofs were completed in 2019.

The seven canopy roofs are metal – good condition.

Bernice Sayese Centre

The roofing project for this building was completed in 2013. The flat roof portion of the building has had ongoing warranty work done. The City and the consultant have been working with the contractor to mitigate the issues. A third party roof inspection was completed and repairs from that report have been completed. The flat roof did leak this spring and the leak has been repaired.

The sloped shingled roof has had a leak reported in spring of 2015. The original contractor re-shingled a large portion of the sloped roof under warranty. There have been no leaks since this work was completed.

The issues that this roof has had over the last few years has been due to vandalism.

City Hall

City Hall has a ballast inverted roof – good condition. City Hall roof was replaced in 2008 through tender 30/08. A projected life span of this roof would be 25 years.

Cosmo Lodge

Metal roof – good condition. Repairs have been completed to the eaves troughs to attempt to mitigate splash over and ice damming.

Dave G. Steuart Arena

This building has a shingled barrel roof with SBS membrane over the barrel. There is a flat membraned roof over the entrance and concession. This flat roof received a replacement in 2013. The barrel roof continues to have issues with the decking and shingles; it is in very poor shape. In 2018, Prakash Engineering completed an assessment of this roof. The recommendation is to replace the roof and in 2018, the budget for replacement was \$300,000.00.

Diefenbaker House

In 2013 this building was re-shingled and new eaves troughs installed. The projected life span of this roof is 25 years.

EA Rawlinson Centre/Mann Art Gallery

- This building has essentially four roofs.
- A ballast inverted roof – good condition over the EA Rawlinson Centre.
- A low slope roof with rolled roofing over the entrance and lobby of the EA Rawlinson Centre – good condition.
- A low slope metal roof over the Mann Art Gallery – good condition.
- A ballast inverted roof over the entrance to the Mann Art Gallery – good condition. The roof over the entrance of the Mann Art Gallery had a bubble in the membrane which was repaired with operating dollars in 2013.

These roofs are not expected to need a major replacement in the near future. Small repairs may be needed in the short term.

The upper most roof was repaired due to a leak in the winter/spring 2019.

Fire Hall

This building has two four ply membrane roofs – poor condition. As noted the Fire Hall roofs were part of the five roofs assessed. The assessment report recommends replacement. The 2022 budget is \$85,000.00 - \$100,000.00.

Historical Museum (Old Fire Hall)

The majority of the roofs on this building are spray foam. Some repairs have been completed. The repairs have held up and this roof will continue to be assessed.

JMC Library

This building has a low slope TPO membrane roof – poor condition. In 2014 seam repairs were completed on this roof. Since the repair the TPO membrane has continued to break down, this is from ponding, UV Rays freeze/thaw conditions.

This roof is recommended to be replaced in 2024. The 2022 budget for this replacement is \$525,000.00 to \$660,000.00.

Kinsmen Arena

This building has a peaked shingled roof over the rink. The roof over the rink was re-shingled in 2014.

The other roofs on this building are flat and the roof over the South entrance was repaired in 2013.

There was a leak on the West portion of the flat roof in the spring of 2014. This was repaired and the roofing company completed an assessment of the flat roofs at that time. Their assessment is that the remaining flat roofs of that style have exceeded their life expectancy of 25 years.

Kinsmen Community Heritage Centre

This roof has been replaced in 2016.

Kinsmen Water Park

This building has an un-ballast sloped roof – good condition. This roof is not expected to need a major replacement in the near future. Small repairs may be needed in the short term.

Kinsmen Ski Hill Cabin

This building previously had cedar shakes in very poor condition. In 2014 a local businessman donated a new metal roof for the ski hill cabin. The roof was started in the late fall of 2014 and the project was completed in 2015.

Municipal Service Centre

This building has three roofs with a two ply asphalt roof system - fair condition. These roofs received an assessment as noted above. The recommendation from the assessment is to restore these roofs in the near future. The 2022 restoration budget for these roofs is \$110,000.00 to \$135,000.00.

Old City Yards

Most buildings in this compound have been roofed in metal. The main building is shingled and the South side of the building was re-shingled in 2019. The North side of the building had some re-shingling done but the entire side was not completed. Some water infiltration was discovered on the North side this spring. The North side of the roof should be re-shingled in 2023. The projected budget for this work is \$110,000.

Prince Albert Golf & Curling Club

This building has a spray foam roof – good condition. In 2020 a roof restoration project was approved and a heavy top coating was installed over the existing spray foamed roof. This project went very well and this roof is expected to last 20 years.

Prince Albert Police Station

This building has two 4ply inverted membrane roofs – fair condition. These roofs were part of the roofing assessments as noted above. These roofs are holding up well but are very old.

The assessment of these roofs recommends replacement in 2024. The 2022 budget to replace the roofs is \$390,000.00 to \$455,000.00.

Tourist Information Centre

This building has cedar shakes – good condition.

Community Clubs

Carlton Park

The peaked roof at Carlton Park has recently been re-shingled. The flat roof has had work done to it 2 years ago and is in fair/good shape.

Crescent Acres

Peaked shingled roof in good condition.

Crescent Heights

Peaked TPM roof in fair condition. The Department continues to monitor the status of this roof on an annual basis. It is currently scheduled for repair or replacement in approximately 5-6 years.

East End

East End Curling Rink roof has been completed and is expected to last 25 years. East End Hall will require re-shingling in the near future.

East Hill

Minor maintenance was needed on the metal roof.

Hazeldell

Shingled roof in poor condition.

Midtown

Asphalt rolled roof in good condition.

Nordale

Nordale has a peaked metal roof in good condition.

West Hill

West Hill has peaked metal roof in good condition.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

At each location consultation and communication occurs with the facility manager or operator to determine any maintenance requirements and the appropriate timeframe for the repairs to occur to prevent disruption to the operation.

FINANCIAL IMPLICATIONS:

Currently there is \$355,234.75 available for roofing projects to City facilities. In 2022, the Facilities division completed assessments on five city roofs. The related reports on the five roofs are attached.

Facilities is providing a list of roofs and costs in order of priority as follows:

1. Alfred Jenkins Field House Flat roofs	\$325,000.00	Year 2023
2. Prince Albert Fire Hall	\$100,000.00	Year 2023
3. Old City Yards Main Building	\$110,000.00	Year 2023
4. JMC Library	\$650,000.00	Year 2024
5. Prince Albert Police Station (Main)	\$455,000.00	Year 2025
6. Municipal Service Centre (Restore)	\$135,000.00	Year 2026

Total \$1,775,000.00

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no policy, privacy and Official Community Plan implications or further options for consideration.

STRATEGIC PLAN:

Infrastructure: An annual review of our roofing structures continues to be completed through the Facilities Division to determine short and long term priorities for roof repair and replacement.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION: Verbal by Don Cheeseman, Facilities Project Coordinator

ATTACHMENTS:

1. Alfred Jenkins Field House Roof Inspection Report
2. Fire Hall Roof Inspection Report
3. Library Roof Inspection Report
4. Main Police Station Building Roof Inspection Report
5. Municipal Service Centre Roof Inspection Report

Written by: Don Cheeseman, Facilities Project Coordinator

Approved by: Director of Community Services & City Manager

Garland Canada Inc.

Roof Asset Management Program

R A M P.



City of
**Prince
Albert**

City of Prince Albert - Alfred Jenkins Initial Roof Inspection

Prepared By
Brett Foote

Prepared For
Don Cheeseman

June 10, 2022

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Client: City of Prince Albert



City of Prince Albert

Client Data

Name	City of Prince Albert		
Address 1	1084 Central Avenue		
City	Prince Albert	Province	Saskatchewan
Postal	S6V 7P3	Country	Canada

Contact Info

Contact Person	Don Cheeseman	Title	Facilities Project Coordinator
Mobile Phone:	-	Office Phone:	(306) 953-4800
Email:	dcheeseman@citypa.com		



Facility Summary

Client: City of Prince Albert

Facility: Alfred Jenkins Field House



Facility Data

Address 1	2787 10 Ave W
City	Prince Albert
Province	Saskatchewan
Postal	S6V 6Z7
Type of Facility	Local Authority
Square Footage	71,000
Contact Person	Don Cheeseman

Asset Information

Name	Date Installed	Square Footage	Roof Access
Roof Section 1	2010	13,850	Walkable
Roof Section 2	2010	56,490	Walkable



GARLAND®

since 1895

ROOF MEASUREMENT REPORT

2787 10 Ave W, Prince Albert, SK S6V6Z7

Report Contents



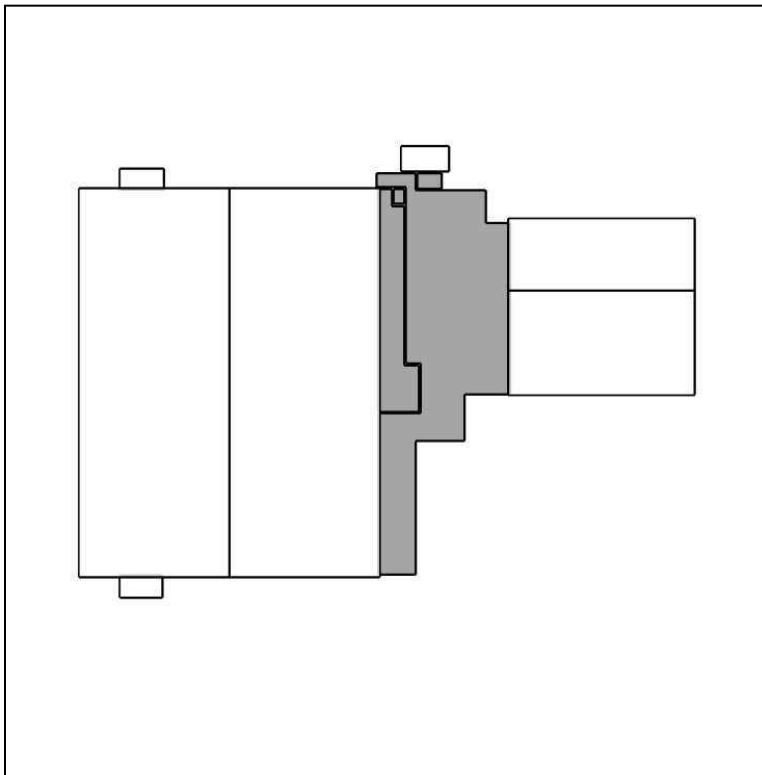
- Images1
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- Pitch Diagram.....5
- Area Diagram6
- Penetrations Diagram7
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Report Details

Date:	04/26/2022
Report:	45752067

Roof Details

Total Area:	71,044 sq ft
Total Roof Facets:	11
Predominant Pitch:	1/12
Number of Stories:	>1
Total Ridges/Hips:	353 ft
Total Valleys:	0 ft
Total Rakes:	673 ft
Total Eaves:	791 ft
Total Penetrations:	56
Total Penetrations Perimeter:	288 ft
Total Penetrations Area:	263 sq ft



In this 3D model, facets appear as semi-transparent to reveal overhangs.

Contact Us

Contact: Brett Foote
 Company: Garland Company Inc.
 Address: 3800 East 91St
 Cleveland OH 44105
 Phone: 306-914-3514

Measurements provided by www.eagleview.com



Certified Accurate

www.eagleview.com/Guarantee.aspx

REPORT IMAGES

The following aerial images show different angles of this structure for your reference.



Top View

REPORT IMAGES



North View



East View

REPORT IMAGES



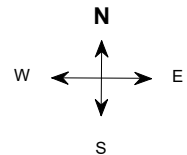
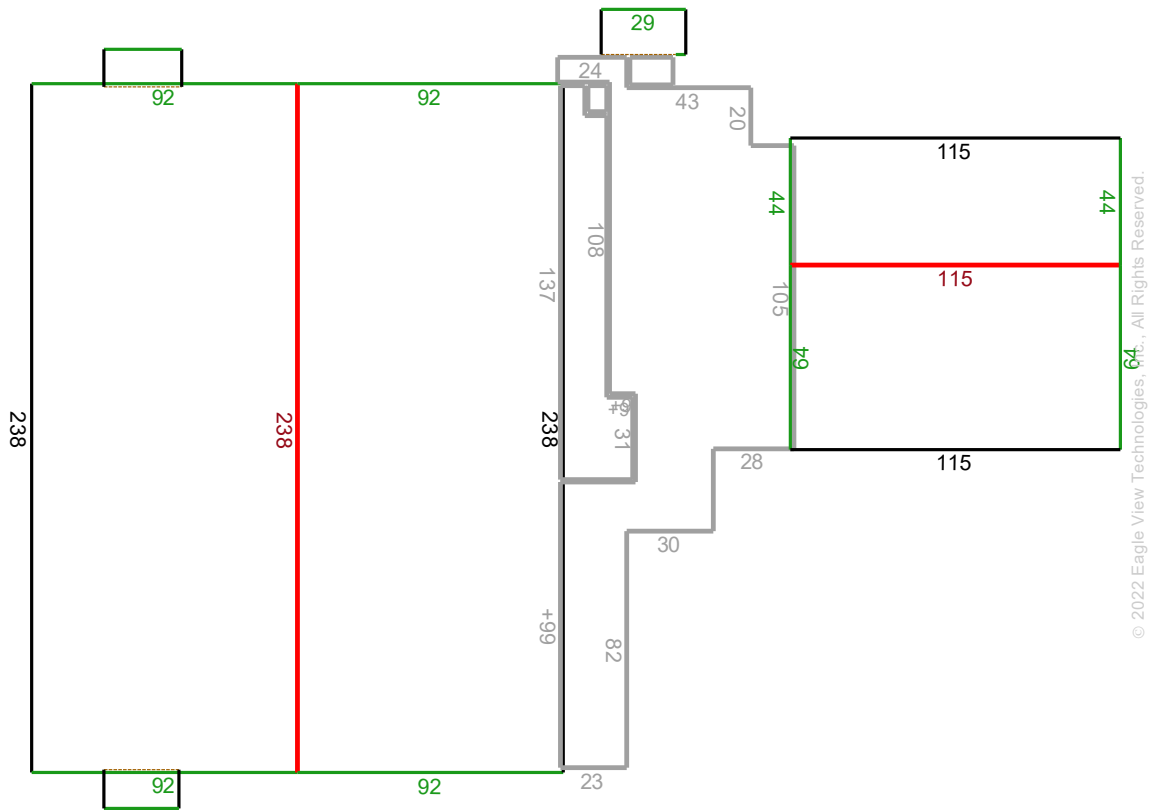
South View



West View

LENGTH DIAGRAM

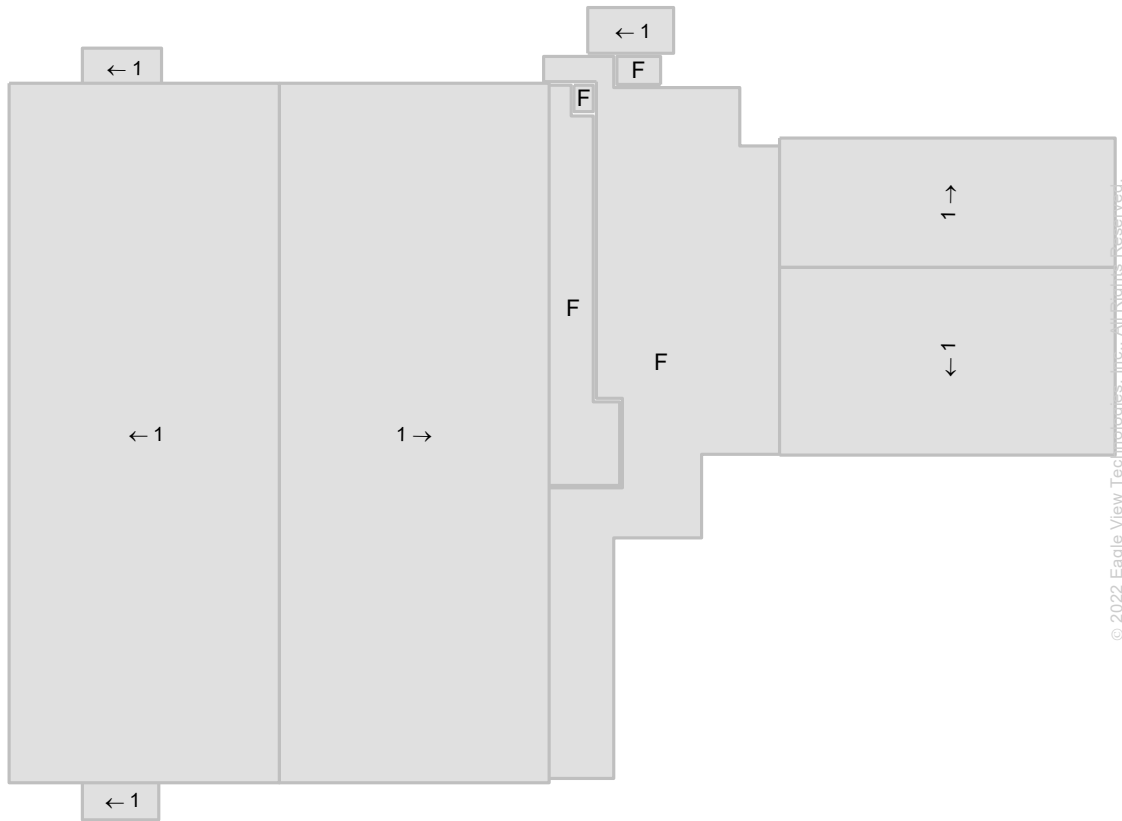
Total Line Lengths: **Ridges = 353 ft** **Valleys = 0 ft** **Flashing = 0 ft** **Eaves = 791 ft**
 Hips = 0 ft **Rakes = 673 ft** **Step flashing = 79 ft** **Parapets = 1,111 ft**



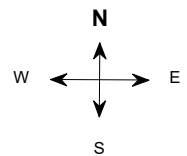
Note: This diagram contains segment lengths (rounded to the nearest whole number) over 5 feet. In some cases, segment labels have been removed for readability. Plus signs preface some numbers to avoid confusion when rotated (e.g. +6 and +9).

PITCH DIAGRAM

Pitch values are shown in inches per foot, and arrows indicate slope direction. The predominant pitch on this roof is 1/12.



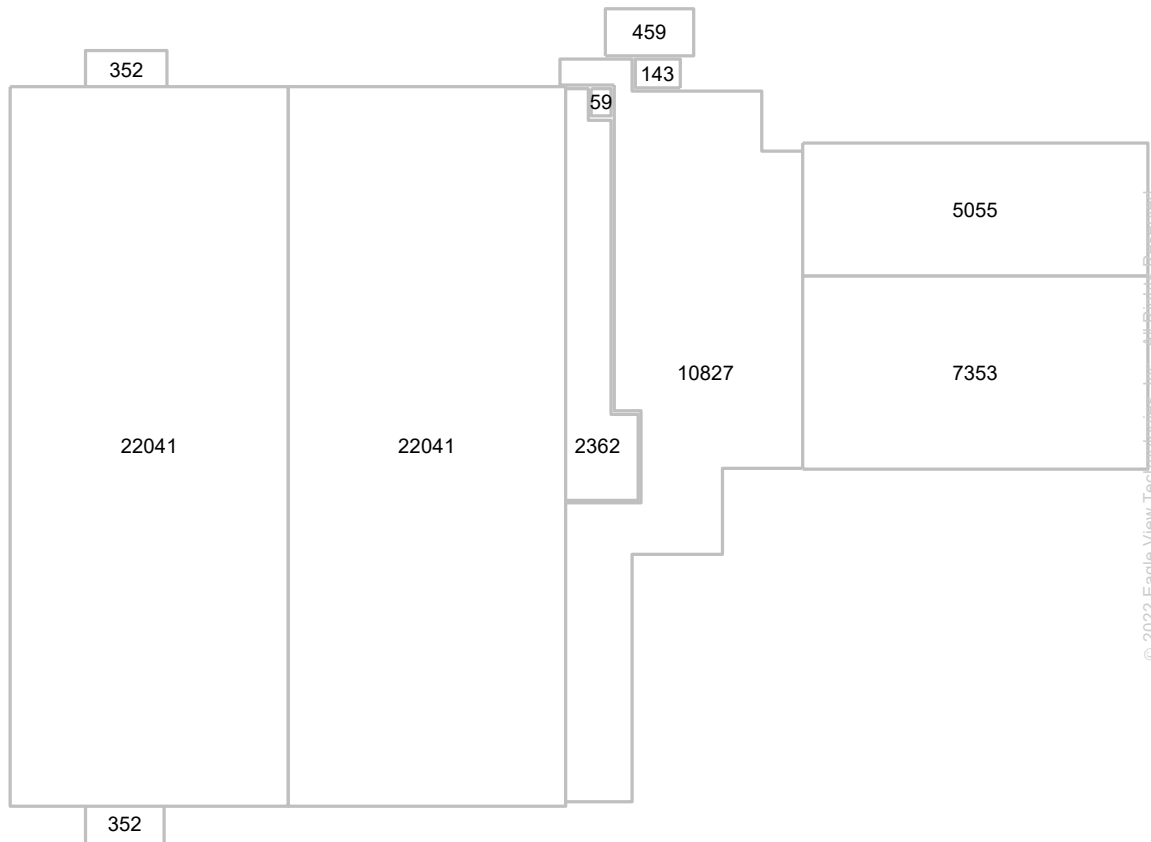
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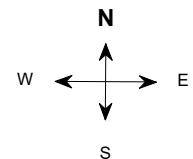
Note: This diagram contains labeled pitches for facet areas larger than 20 square feet. In some cases, pitch labels have been removed for readability. Gray shading indicates flat, 1/12 or 2/12 pitches. If present, a value of "F" indicates a flat facet (no pitch).

AREA DIAGRAM

Total Area = 71,044 sq ft, with 11 facets.



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Note: This diagram shows the square feet of each roof facet (rounded to the nearest foot). The total area in square feet, at the top of this page, is based on the non-rounded values of each roof facet (rounded to the nearest square foot after being totaled).

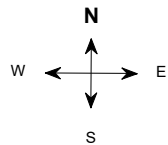
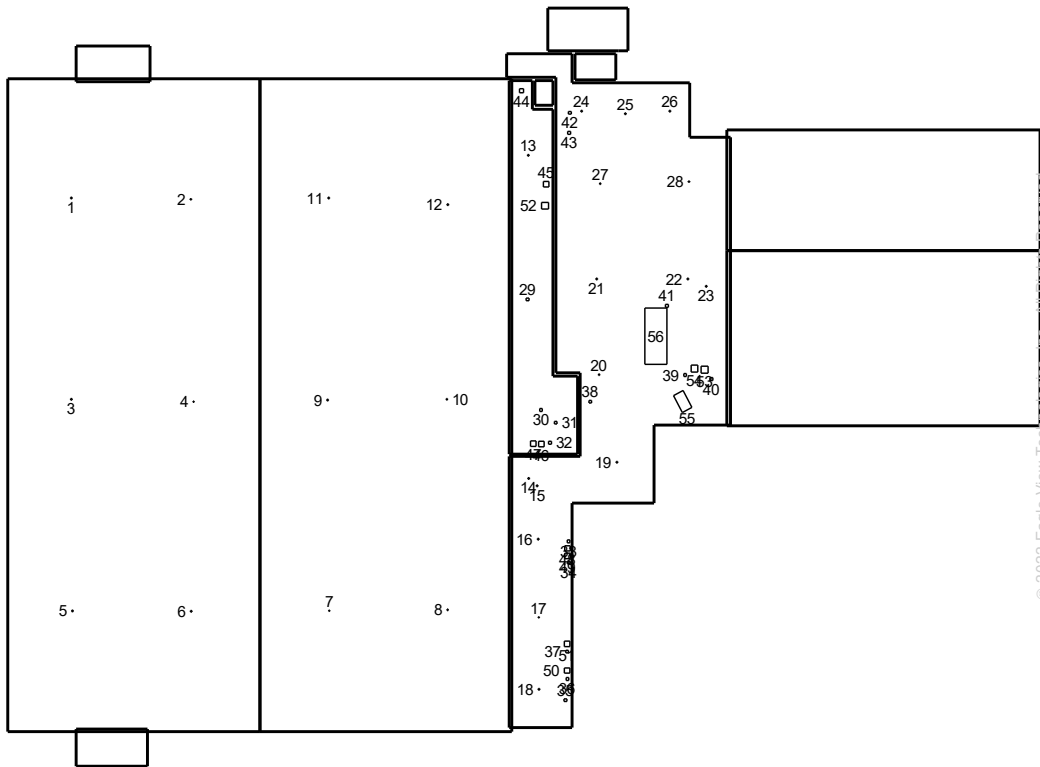
PENETRATIONS

Penetrations Notes Diagram

Penetrations are labeled from smallest to largest for easy reference.

Total Penetrations: 56
Total Penetrations Perimeter = 288 ft

Total Penetrations Area: 263 sq ft
Total Roof Area Less Penetrations = 70,781 sq ft



Note: Any measured penetration smaller than 3x3 feet may need field verification. Accuracy is not guaranteed. The total penetration area is not subtracted from the total roof area.

Property Info



Property Location

Longitude = -105.7819050

Latitude = 53.1884973

Online map of property:

http://maps.google.com/maps?f=g&source=s_q&hl=en&geocode=&q=2787+10+Ave+W,Prince+Albert,SK,S6V6Z7

Property Info

Year Built:

Effective Year Built: *

*



Notes

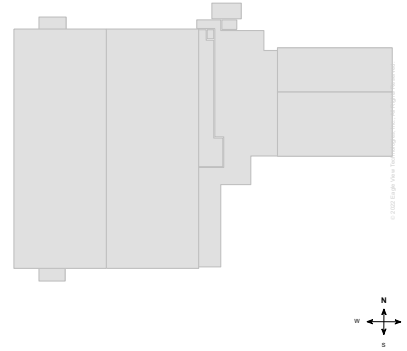
This was ordered as a commercial property. There were no changes to the structure in the past four years.

REPORT SUMMARY

Below is a measurement summary using the values presented in this report.

Lengths, Areas and Pitches

Ridge.....	353 ft (2 Ridges)
Hips.....	0 ft (0 Hips)
Valleys.....	0 ft (0 Valleys)
Rakes*.....	673 ft (12 Rakes)
Eaves/Starter**.....	791 ft (10 Eaves)
Drip Edge (Eaves + Rakes).....	1,464 ft (22 Lengths)
Parapet Walls.....	1,111 ft (34 Lengths)
Flashing.....	0 ft (0 Lengths)
Step Flashing.....	79 ft (3 Lengths)
Total Area.....	71,044 sq ft
Total Penetrations Area.....	263 sq ft
Total Roof Area Less Penetrations.....	70,781 sq ft
Total Penetrations Perimeter.....	288 ft
Predominant Pitch.....	1/12



Total Roof Facets = 11

*Rakes are defined as roof edges that are sloped (not level).
 ** Eaves are defined as roof edges that are not sloped and level.

Areas per Pitch

Roof Pitches	0/12	1/12
Area (sq ft)	13390.1	57653.4
% of Squares	18.8%	81.2%

The table above lists each pitch on this roof and the total area and percent (both rounded) of the roof with that pitch.

Waste Calculation Table

Waste %	0%	10%	12%	15%	17%	20%	22%
Area (sq ft)	71,044	78148.4	79569.3	81700.6	83121.5	85252.8	86673.7
Squares	710.4	781.5	795.7	817.0	831.2	852.5	866.7

This table shows the total roof area and squares (rounded up to the nearest decimal) based upon different waste percentages. The waste factor is subject to the complexity of the roof, individual roofing techniques and your experience. Please consider this when calculating appropriate waste percentages. Note that only roof area is included in these waste calculations. Additional materials needed for ridge, hip, valley, and starter lengths are not included.

Parapet Calculation Table

Wall Height (ft)	1	2	3	4	5	6	7
Vertical Wall Area (sq ft)	1111	2222	3333	4444	5555	6666	7777

This table provides common parapet wall heights to aid you in calculating the total vertical area of these walls. Note that these values assume a 90 degree angle at the base of the wall. Allow for extra materials to cover cant strips and tapered edges.



ROOF MEASUREMENT REPORT

Penetration Table	1-28	29-43	44	45-51	52-54	55	56
Area (sq ft)	0.2	1	2.2	4	6.2	28	164.8
Perimeter (ft)	2	4	6	8	10	22	57.2

Any measured penetration smaller than 3x3 feet may need field verification. Accuracy is not guaranteed. The total penetration area is not subtracted from the total roof area.



5/27/2022

Re: CLEAR Program Test Results
Project: RD-414-417

Dear Brett,

Thank you for sending your roof core samples for testing through the CLEAR program. We have completed comprehensive testing of your sample and the results are included with this package. Your test results may include the analysis of the items requested, such as:

- Tensile Strength
- Inter-ply/Surface Bitumen Softening Point/Penetration
- Ply/Bitumen and Scrim Type
- Number of Plies
- Bitumen Weight/Application Rate
- Flexural Strength

Now that you have the results, as a reminder, some objectives of this program are to help you to answer questions like:

- Is the roof failing? Why?
- Expected remaining useful life, approximately?
- Does this sample indicate that this roof needs replaced? Or is this a possible restoration candidate?
- Were there application errors during installation?

If you are looking to restore the roof and these results show this to be a potential candidate, but you need to truly determine if this is a good option for the client, the next steps are:

- Reference the Restoration warranty System Overview document on the Garland HQ.
- Full visual inspection of the rest of the roof and if conditions are suitable
- A quality moisture survey (Infrared or Nuclear) to determine whether the roof is dry enough and what areas of the roof need to be replaced
 - Less than 30% moisture contained within the system is a good benchmark for a cost-effective option versus a replacement
 - A stamped engineering report is best, if possible
- Determine whether the flashings and penetration points need to be replaced, rather than only coated to make the desired restoration warranty period
- Consider which Garland restoration systems make sense. If you are unsure, reach out to the Product Management Team for assistance.

If you have questions about these test results, feel free to call Derek Scavuzzo at 216-430-3520.

Sincerely,
The Garland Laboratory Team



The Garland Company, Inc.
www.garlandco.com
Toll Free: 800-321-9336

Garland Canada Inc.
www.garlandcanada.com
Toll Free: 800-387-5991

The Garland Company UK, LTD
www.garlanduktd.co.uk
Toll Free: 0800 328 5560



Alfred Jenkins

<i>Property</i>	<i>Core Sample</i>	<i>Test Method</i>	<i>Notes</i>
Core Size	12.25" x 12.5"	ASTM D2829	N/A
Core Weight	2.16 lbs	ASTM D2829	N/A
Surfacing Type	Mineral	Visual	N/A
Ply Type	Fiberglass Felt Fiberglass Felt	ASTM D2829	N/A
Number of Plies	2	ASTM D2829	N/A
Bitumen Type	Asphalt	Solvent Test	N/A
Softening Point	259.0 °F	ASTM D3461	Out of range per type IV asphalt
Pen	10 dmm/5 sec	ASTM D5	Out of range per type IV asphalt
Flexural Strength	Pass	NBS	Above recommended 30 lb minimum
Puncture	76.2 lbs	NBS	Exceeded recommended 5 lb minimum
Tensile Strength	111.57 lbf	ASTM D2523	Fell below recommended 200 lbf minimum
Elongation	1.8 %	ASTM D2523	Fell below recommended 2.5% minimum



The Garland Company, Inc.
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Alfred Jenkins Conclusion

The 12 year old core sample is from a 2 ply modified roof system with fiberglass felt interplies in an asphalt adhesive. The lower interplies of the core are hard and brittle, and easily crumble by hand (Figure 6). The interplies could not be easily delaminated by hand. The mineral surfacing on this core has maintained good coverage. The softening point and pen tests show that the asphalt adhesive responsible for keeping the system intact has lost its oils over time, causing the system to become more brittle. The cores tested below the recommended tensile strength and elongation recommendations. The sample performed well when undergoing puncture testing, implying that the system can withstand foot traffic and most weather phenomena.

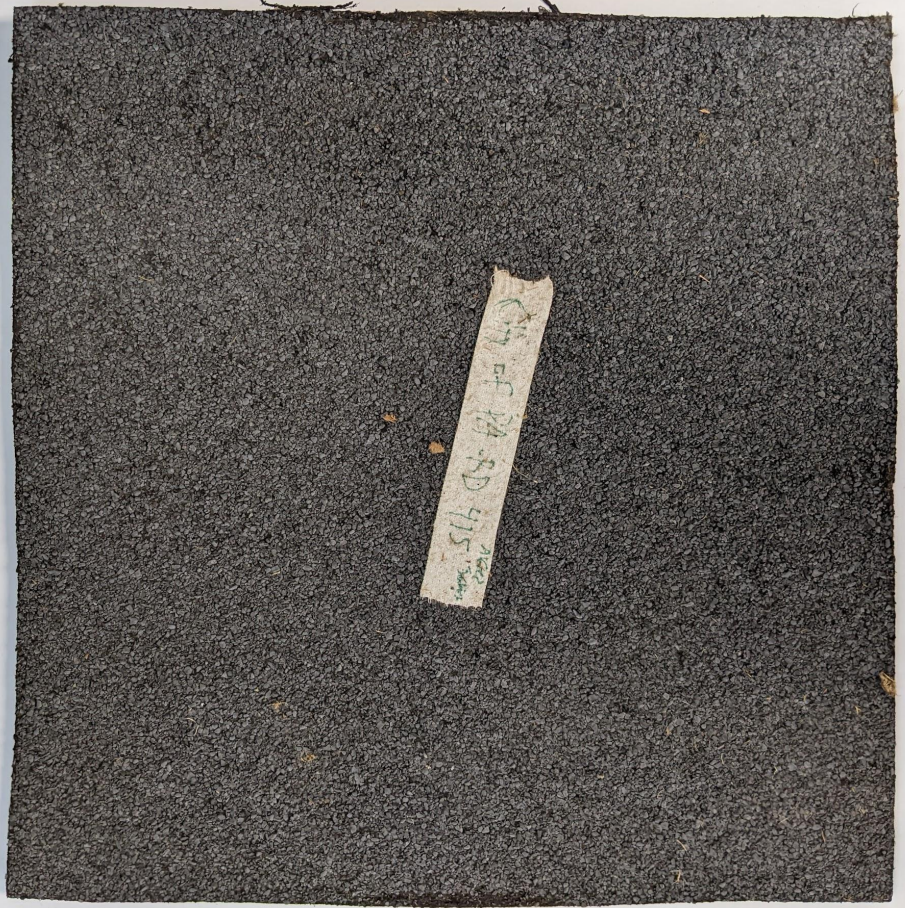


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Figure 4: Alfred Jenkins top view.



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Figure 5: Alfred Jenkins bottom view.

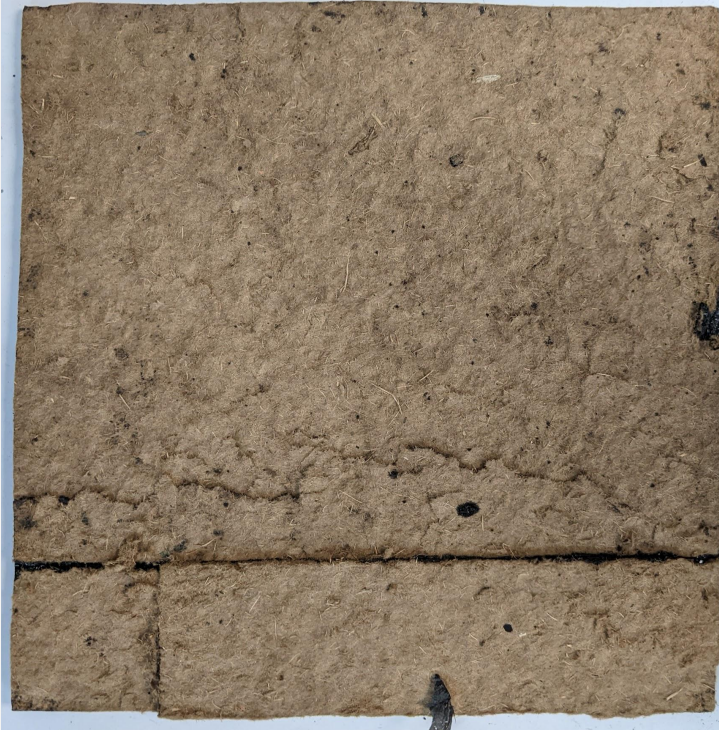
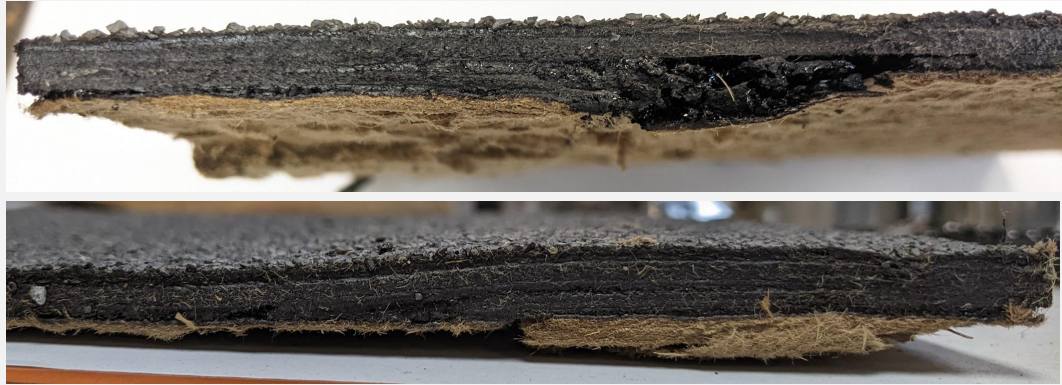


Figure 6: Alfred Jenkins side profile.



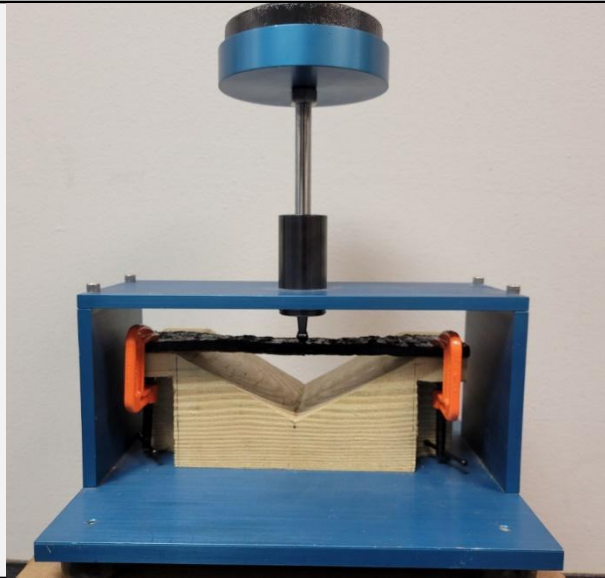
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Figure 17: Sample image of the flexural strength testing apparatus.



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Construction Details

Client: City of Prince Albert

Facility: Alfred Jenkins Field House

Roof Section: Roof Section 1

Information

Year Installed	2010	Square Footage	13,850
Slope Dimension	0	Eave Height	>20
Roof Access	Walkable	System Type	Mineral Modified Bitumen

Assembly

Roof #	Layer Type	Description	Attachment	R-Value	Thickness
1	Membrane	Mod Bit - 2 ply mineral surfaced	Torch applied	-	-
1	Cover Board	Wood Fiber	Adhesive	4,5	1.5"
1	Insulation	Expanded polystyrene	Adhesive	20	5"
1	Vapor Retarder		Adhesive	-	-
1	Deck	Steel	Mechanically attached	-	-

Details

Perimeter Detail	Parapet Wall
Flashing Material	Modified Membrane
Drain System	Internal Roof Drains
Parapet Wall	Wood
Coping Cap	Metal

Notes

This part of the roof consists of two flat roof sections with a modified bitumen membrane system. The upper section is called A2 and the lower section B2.



Inspection Report

Client: City of Prince Albert

Facility: Alfred Jenkins Field House

Report Date: 05/17/2022

Roof Section: Roof Section 1

Inspection Information

Inspection Date	05/17/2022	Core Data	No
Inspection Type	Infrared Scan	Leakage	No

Field

Rating	Poor
Condition	<p>No thermal anomaly related to wet areas was found on the field membrane. It is likely that the blisters observed visually are localized only on the cap sheet and the base sheet is still intact.</p> <p>However, the base sheet of a modified bitumen system is much thinner than the cap sheet and is not designed to be in contact with water. The water that infiltrates between the plies can wear the base sheet. It is then likely that the water will contaminate the roofing assembly at short-term.</p>

Penetrations

Rating	Fair
Condition	No thermal anomaly related to wet areas was found around the penetration.

Drainage

Rating	Fair
Condition	No thermal anomaly related to wet areas was found around the drains.

Overall

Rating	Poor
Condition	<p>Although the membrane is in poor condition, no thermal anomaly related to wet areas was found on this roof.</p> <p>However, it is likely that wet areas will appear in short-term considering the condition of the membrane and the blisters.</p>



Photo 1

General view of section A2 (upper section)

No thermal anomaly was found on this section.



Photo 2

General view of section A2 (upper section)

No thermal anomaly was found on this section.

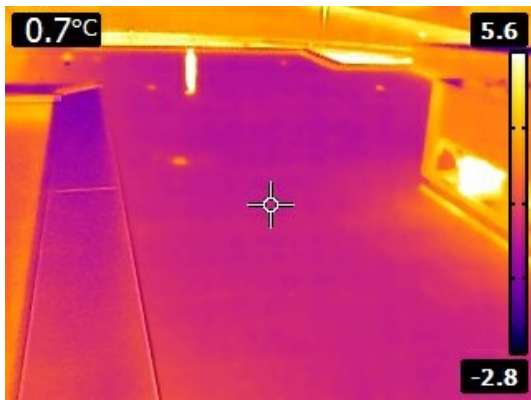


Photo 3

General view of section B1 (lower section) - from above

No thermal anomaly related to wet areas was found on this section.



Photo 4

General view of section B1 (lower section) - from the roof surface

No thermal anomaly related to wet areas was found on this section.

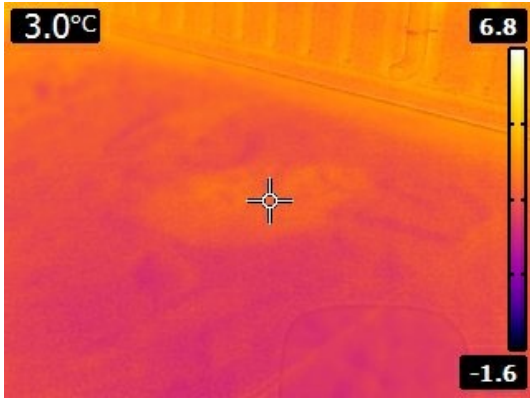


Photo 5

General view of a blister on the membrane with the infrared camera.

A humidity meter was used to confirm that the roofing assembly around the blister is still dry.

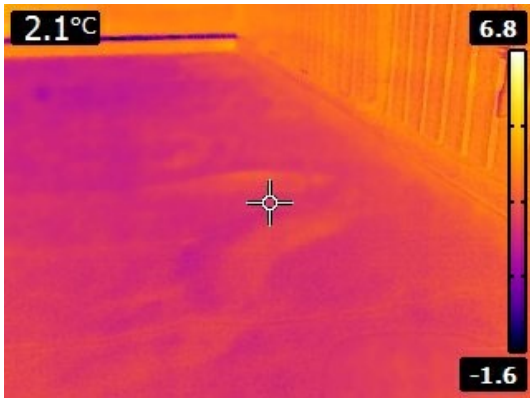


Photo 6

General view of ridges on the membrane with the infrared camera.

A humidity meter was used to confirm that the roofing assembly around the ridges is still dry.



Photo Report

Client: City of Prince Albert

Facility: Alfred Jenkins Field House

Roof Section: Roof Section 1

Report Date: 04/26/2022

Title: Section 1 Initial Inspection



Photo 1

Section 1 - 2 ply Modified Bitumen

Overall Condition: Failed

CLEAR Analysis: The 12 year old core sample is from a 2 ply modified roof system with fiberglass felt interplies in an asphalt adhesive. The lower interplies of the core are hard and brittle, and easily crumble by hand (Figure 6). The interplies could not be easily delaminated by hand. The mineral surfacing on this core has maintained good coverage. The softening point and pen tests show that the asphalt adhesive responsible for keeping the system intact has lost its oils over time, causing the system to become more brittle. The cores tested below the recommended tensile strength and elongation recommendations. The sample performed well when undergoing puncture testing, implying that the system can withstand foot traffic and most weather phenomena.

IR Scan: 0% Wet

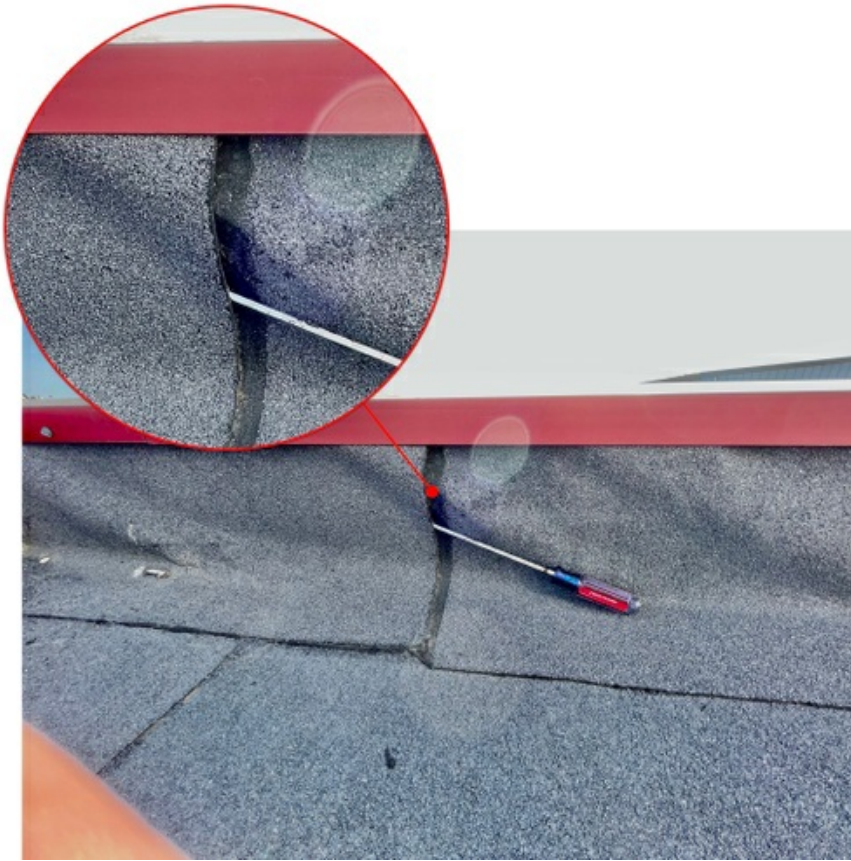


Photo 2

Fish mouths: Wrinkles or openings at the edge of the membrane caused by poor adhesion or installation. Fish mouths are a common cause of early failure on 2-ply torch down and single ply roof systems. These systems are prone to workmanship error due to two factors (1) the manual heating/welding of the adhesive, which is very unpredictable for constant heat, and (2) the roof system only consists of 1 to 2 plies, which translates in to a very thin layer of water protection.

Perimeter Flashing Deterioration:

Most roof failures start at perimeter and penetration locations. Metal edge conditions that are poorly designed and improperly installed fail due to the extreme expansion and contraction that is typical with metal. Perimeter wall flashings can also be damaged due to normal seasonal building movement and thermal shock. Additional damage can also be seen from UV degradation as well. At all of these deteriorated or failed points, moisture can gain direct access to the roof system insulation and the buildings interior.



Photo 3

Fish mouths: Wrinkles or openings at the edge of the membrane caused by poor adhesion or installation.

Perimeter Flashing

Deterioration: Most roof failures start at perimeter and penetration locations.



Photo 4

Blisters: Soft spongy pockets or swellings in the roofing material. They occur between layers of felt or between the roof membrane and substrate. Air or moisture vapor entrapped within a blister expands as the roof and outside air temperatures rise. This results in sufficient pressure to push the roofing felts upwards and apart. Blisters may be ruptured by roof traffic, expanding frozen water, or hail (especially during colder weather). Some blisters may become so large as to affect drainage, which may then cause ponding water. Laps could also be pulled apart, resulting in leakage. A ruptured blister will immediately allow water to penetrate and damage the roof system.



Photo 5

Blisters: Soft spongy pockets or swellings in the roofing material. They occur between layers of felt or between the roof membrane and substrate. Air or moisture vapor entrapped within a blister expands as the roof and outside air temperatures rise.



Photo 6

Blisters: Soft spongy pockets or swellings in the roofing material. They occur between layers of felt or between the roof membrane and substrate. Air or moisture vapor entrapped within a blister expands as the roof and outside air temperatures rise.



Photo 7

Membrane Puncture: Large puncture hole in waterproofing membrane allowing for moisture access the building.



Photo 8

Seams: As the membrane blisters, this puts added stress on the seams. They are starting to split in many places allowing for moisture access into the building.

Blisters: Soft spongy pockets or swellings in the roofing material.

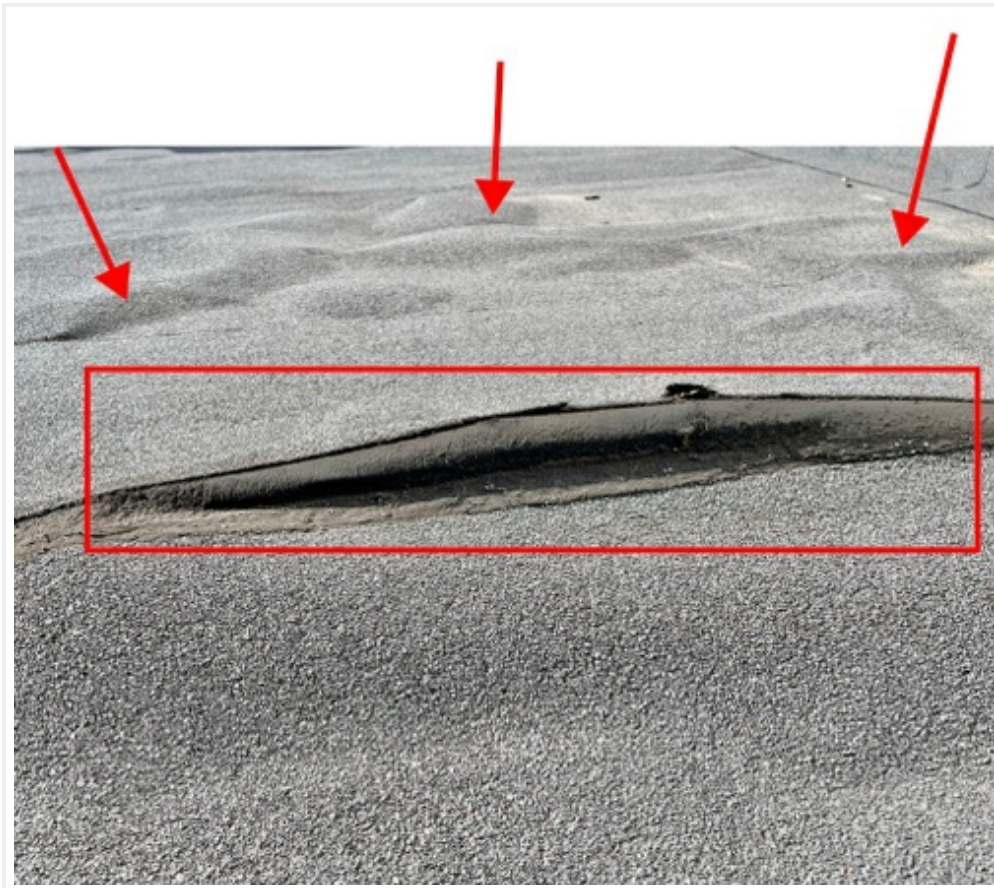


Photo 9

Seams: As the membrane blisters, this puts added stress on the seams. They are starting to split in many places allowing for moisture access into the building.

Blisters: Soft spongy pockets or swellings in the roofing material.



Photo 10

Blisters: Soft spongy pockets or swellings in the roofing material.

Perimeter Flashing

Deterioration: Most roof failures start at perimeter and penetration locations.

Photo 11

Seams: As the membrane blisters, this puts added stress on the seams. They are starting to split in many places allowing for moisture access into the building.



Photo 12

Core Cut:

- Steel Deck
- Vapor Barrier
- 5" Expanded Polystyrene Insulation(Dry)
- 1.5" Fiber Board(Dry)
- 2 Ply Modified Bitumen Membrane

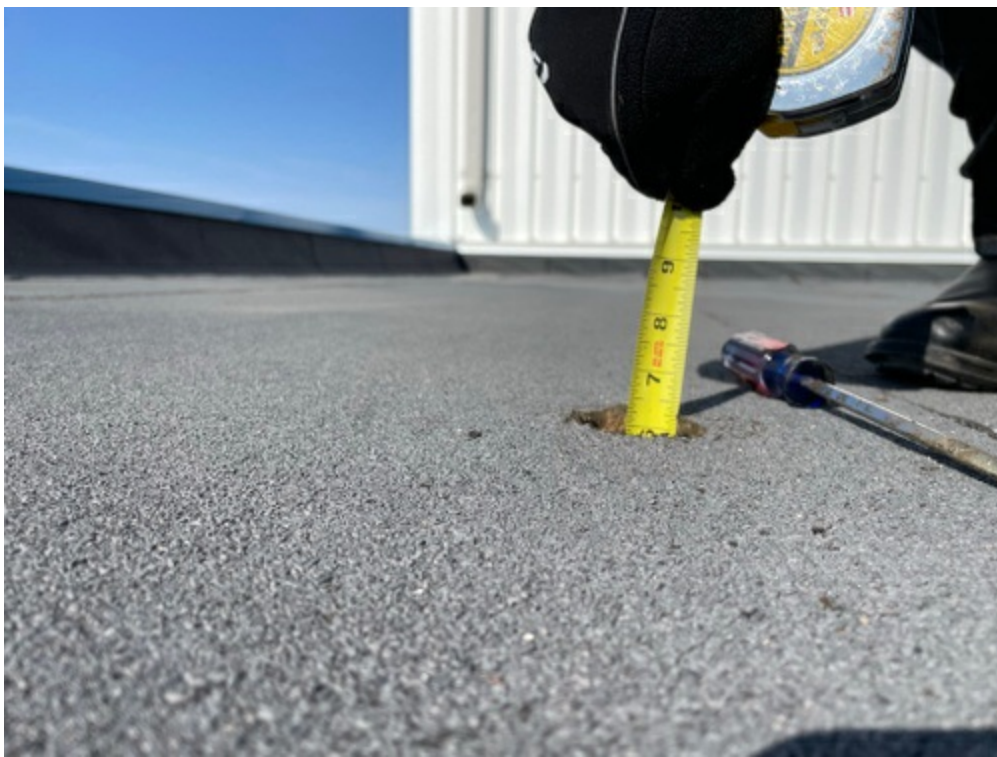




Photo 13

Core Cut: Repaired core cut using high-grade roof mastic imbedded with mesh to increase tensile strength of repair. Imbedded with gravel worn off of the membrane to help against UV.



Photo 14

CLEAR Analysis: Removal of membrane sample.



Photo 15

CLEAR Analysis: Repair of membrane sample.



Photo 16

CLEAR Analysis: Reinforced repair using roof granules to protect from UV and other elements.




Solution Options

Client: City of Prince Albert

Facility: Alfred Jenkins Field House

Roof Section: Roof Section 1

Replace Options

Solution Option:	Replace 	Action Year:	2022
Square Footage:	13,850	Expected Life (Years):	30
Budget Range:	\$260,000.00 - \$325,000.00		

Scope of Work: Replacement of Waterproofing Membrane With Up to 30 Year Water Tight Warranty

1. Remove all roof components down to dry insulation;
2. Install new recovery board in damaged areas;
3. Install new SBS modified bitumen base sheet
4. Install new SBS modified bitumen cap sheet



Photo Report

Client: City of Prince Albert

Facility: Alfred Jenkins Field House

Roof Section: Roof Section 2

Report Date: 04/26/2022

Title: Section 2 Initial Inspection



Photo 1

Section 2: Standing Seam Metal

Photo 2

Panel Lap Seam

Deterioration: Horizontal seam waterproofing deteriorating allowing for potential moisture access to the building.

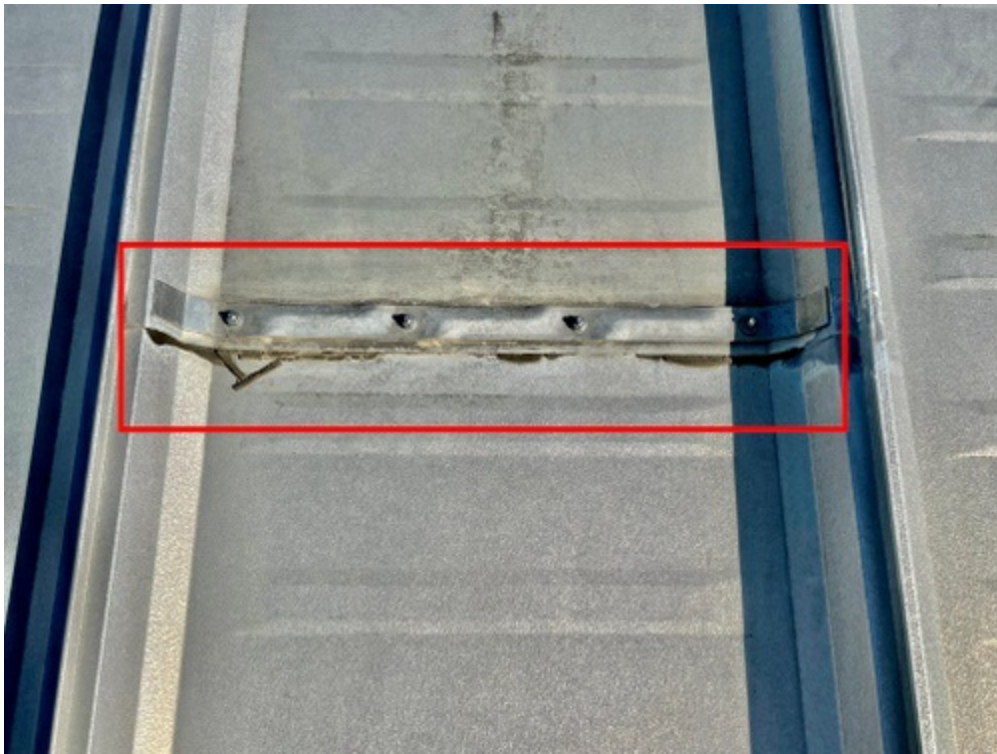
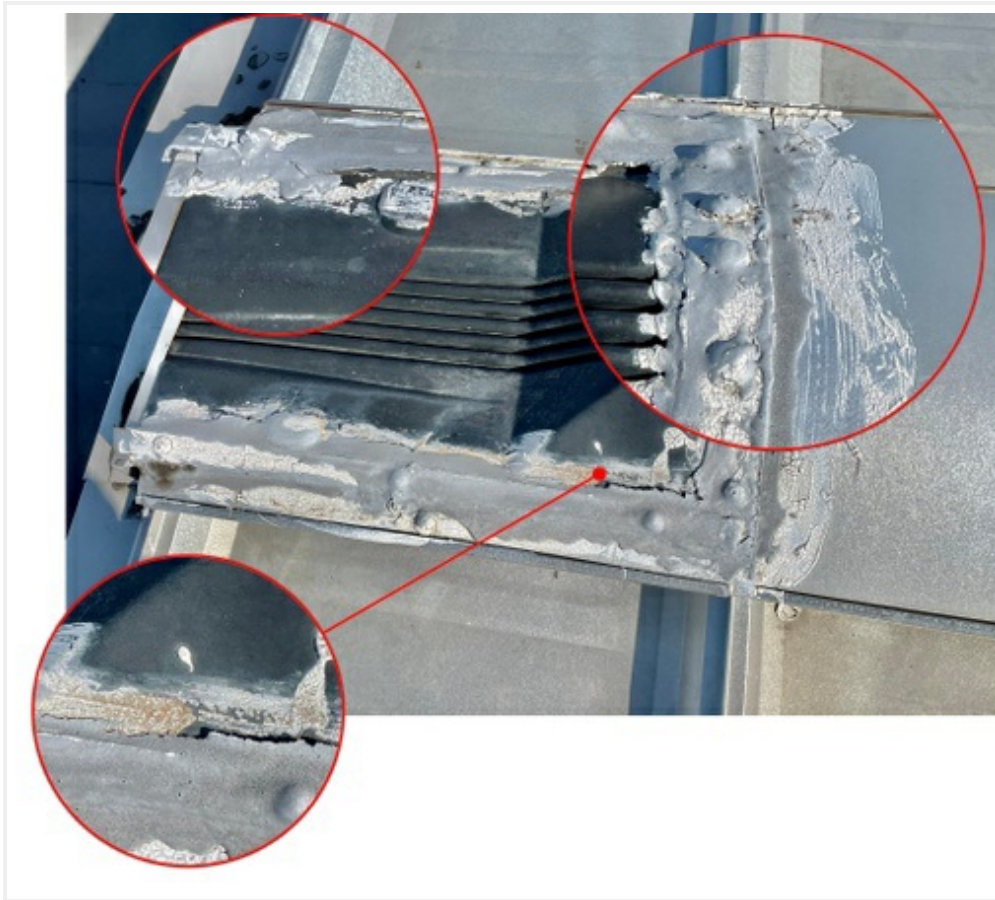


Photo 3

Ridge Cap Vent: Sealant around Ridge Cap Vent deteriorating allowing for potential moisture access.



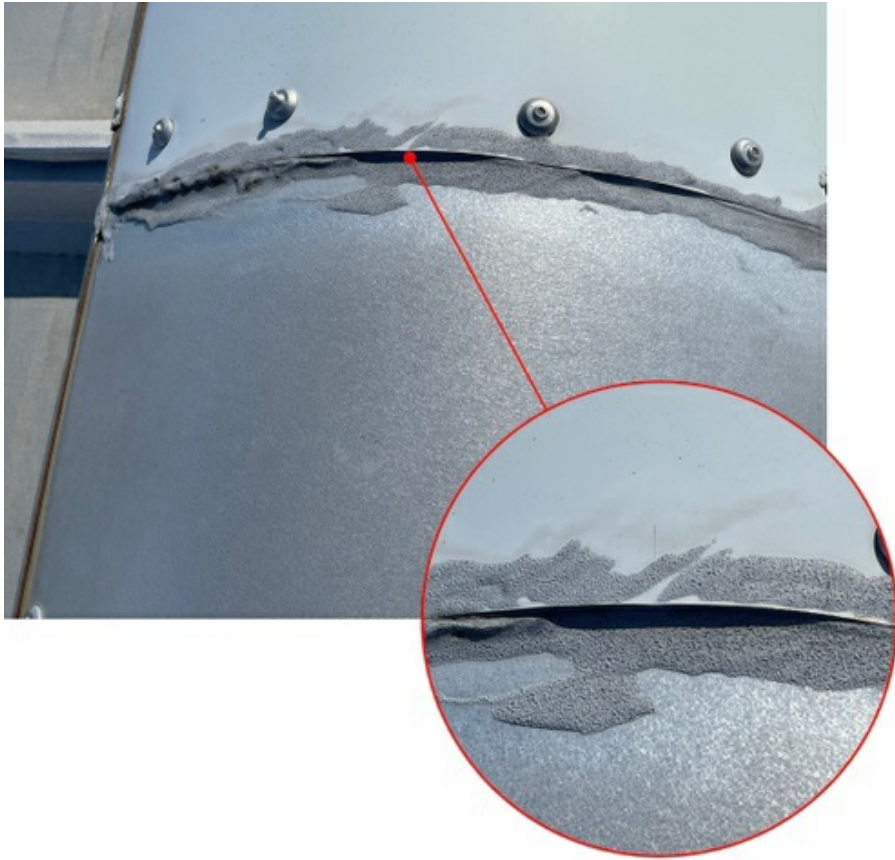


Photo 4

Ridge Cap Seam Caulking Deterioration: As caulking is exposed to UV rays and temperature fluctuations it loses its flexibility and develops cracks. Once this occurs splits develop allowing water to penetrate walls and buildings causing damage as well as leaks.

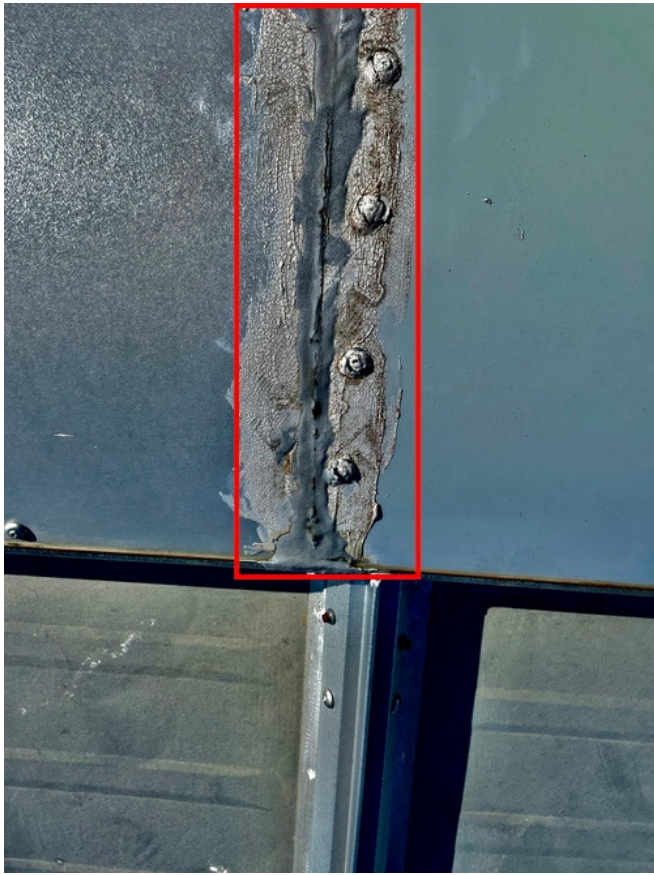


Photo 5

Ridge Cap Seam Caulking Deterioration: As caulking is exposed to UV rays and temperature fluctuations it loses its flexibility and develops cracks. Once this occurs splits develop allowing water to penetrate walls and buildings causing damage as well as leaks.

Photo 6

Previous Repair: Previous reinforcement of standing vertical seams found on several areas of the roof varying in length.

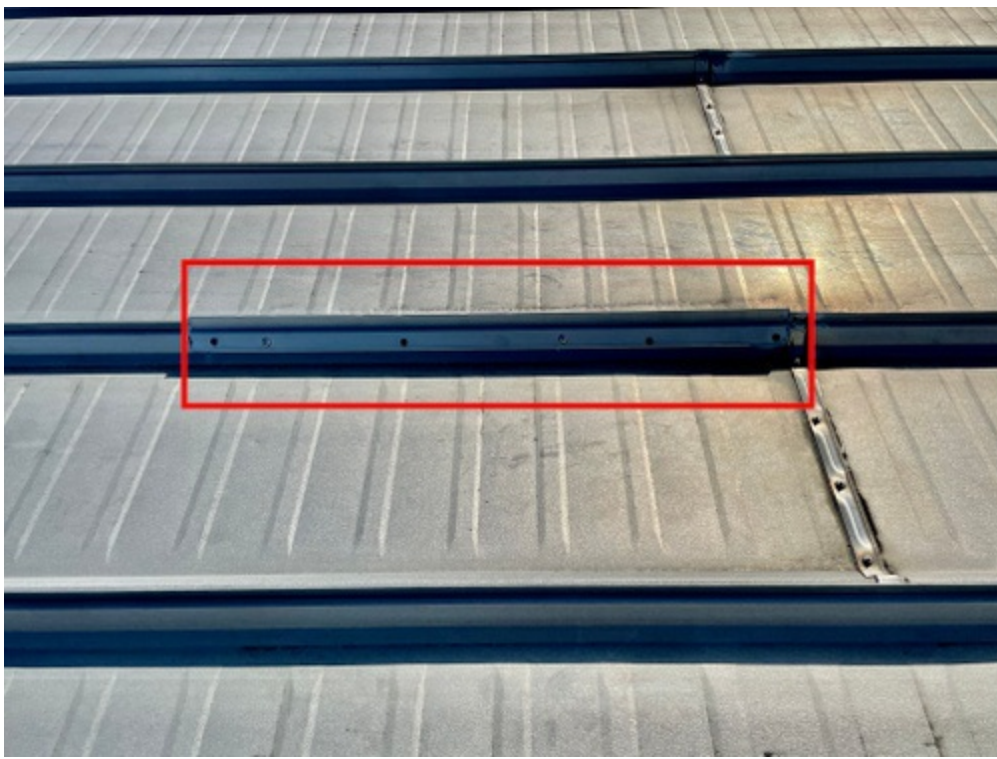


Photo 7

Previous Repair: Previous reinforcement of standing vertical seams found on several areas of the roof varying in length.





Photo 8

Previous Repair: Previous reinforcement of standing vertical seams found on several areas of the roof varying in length.



Photo 9

Previous Repair: Previous reinforcement of standing vertical seams found on several areas of the roof varying in length.




Solution Options

Client: City of Prince Albert

Facility: Alfred Jenkins Field House

Roof Section: Roof Section 2

Maintenance Options

Solution Option:	Maintenance 	Action Year:	2025
Square Footage:	56,490	Expected Life (Years):	20
Budget Range:	\$150,000.00 - \$250,000.00		

Scope of Work: General Maintenance

1. Seal all vertical seams using a high performance polyester-faced adhesive tape followed by a coat of a fluid applied waterproofing system to insure the seams stay water tight
2. Seal all horizontal seams using a high performance polyester-faced adhesive tape followed by a coat of a fluid applied waterproofing system to insure the seams stay water tight
3. Seal all ridge cap seams using a high performance polyester-faced adhesive tape followed by a coat of a fluid applied waterproofing system to insure the seams stay water tight
4. Reinforce all previous seam repairs seams using a high performance polyester-faced adhesive tape followed by a coat of a fluid applied waterproofing system to insure the seams stay water tight
5. Reinforce all penetrations using a high performance polyester-faced adhesive tape followed by a coat of a fluid applied waterproofing system




Solution Options

Client: City of Prince Albert

Facility: Alfred Jenkins Field House

Roof Section: Roof Section 2

Restore Options

Solution Option:	Restore 	Action Year:	2028
Square Footage:	56,490	Expected Life (Years):	15
Budget Range:	\$1,412,250.00 - \$1,977,150.00		

Full Restoration with 10 year water tight warranty:

Extend the life of your roof with the LiquiTec fluid-applied waterproofing system built to form a virtually impenetrable surface for years of added waterproofing protection. This two-component, 100% solids, aliphatic polyurea coating contains zero VOCs, is extremely low odor, and cures quickly to form a highly durable, impact and UV resistant membrane over aged modified bitumen, metal and single-ply roof systems

Garland Canada Inc.

Roof Asset Management Program

R A M P.



City of
**Prince
Albert**

City of Prince Albert - Firehall Roof Inspection

Prepared By
Brett Foote

Prepared For
Don Cheeseman

June 09, 2022

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Client: City of Prince Albert



City of Prince Albert

Client Data

Name	City of Prince Albert		
Address 1	1084 Central Avenue		
City	Prince Albert	Province	Saskatchewan
Postal	S6V 7P3	Country	Canada

Contact Info

Contact Person	Don Cheeseman	Title	Facilities Project Coordinator
Mobile Phone:	-	Office Phone:	(306) 953-4800
Email:	dcheeseman@citypa.com		



Facility Summary

Client: City of Prince Albert

Facility: Fire Hall



Facility Data

Address 1	76 15 St E
City	Prince Albert
Province	Saskatchewan
Postal	S6V 1E8
Type of Facility	Fire Service
Square Footage	8,399
Contact Person	Don Cheeseman

Asset Information

Name	Date Installed	Square Footage	Roof Access
Lower Section	~1990	5,596	Ladder Needed
Upper Section	~1990	2,757	Ladder Needed



since 1895

ROOF MEASUREMENT REPORT

76 15 St E, Prince Albert, SK S6V1E8

Report Contents



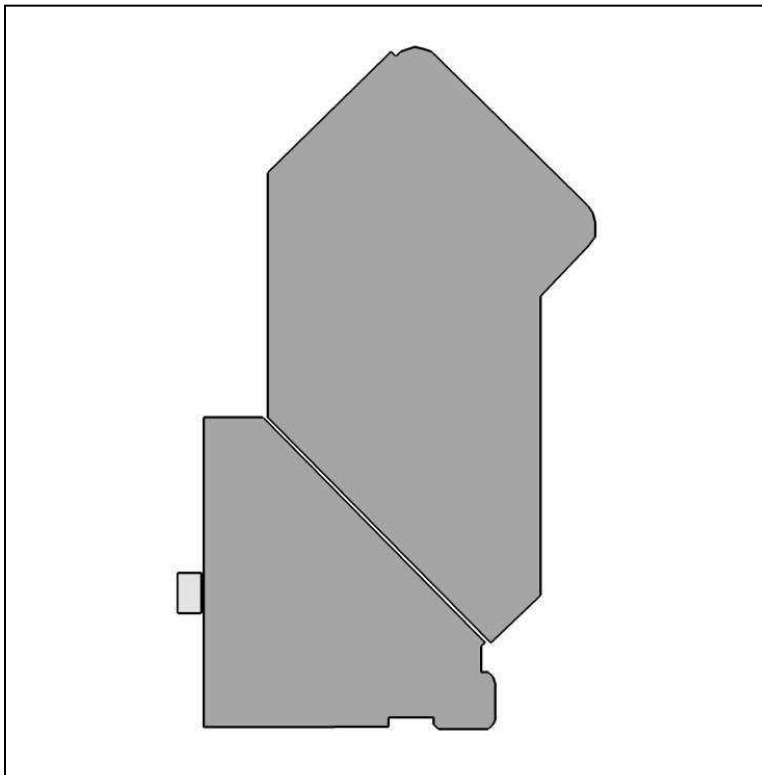
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- Pitch Diagram.....5
- Area Diagram6
- Penetrations Diagram7
- Notes Diagram8
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Report Details

Date:	05/26/2022
Report:	46280423

Roof Details

Total Area:	8,399 sq ft
Total Roof Facets:	3
Predominant Pitch:	0/12
Number of Stories:	>1
Total Ridges/Hips:	0 ft
Total Valleys:	0 ft
Total Rakes:	0 ft
Total Eaves:	9 ft
Total Penetrations:	20
Total Penetrations Perimeter:	117 ft
Total Penetrations Area:	54 sq ft



In this 3D model, facets appear as semi-transparent to reveal overhangs.

Contact Us

Contact: Brett Foote
 Company: Garland Company Inc.
 Address: 3800 East 91St
 Cleveland OH 44105
 Phone: 306-914-3514

Measurements provided by www.eagleview.com

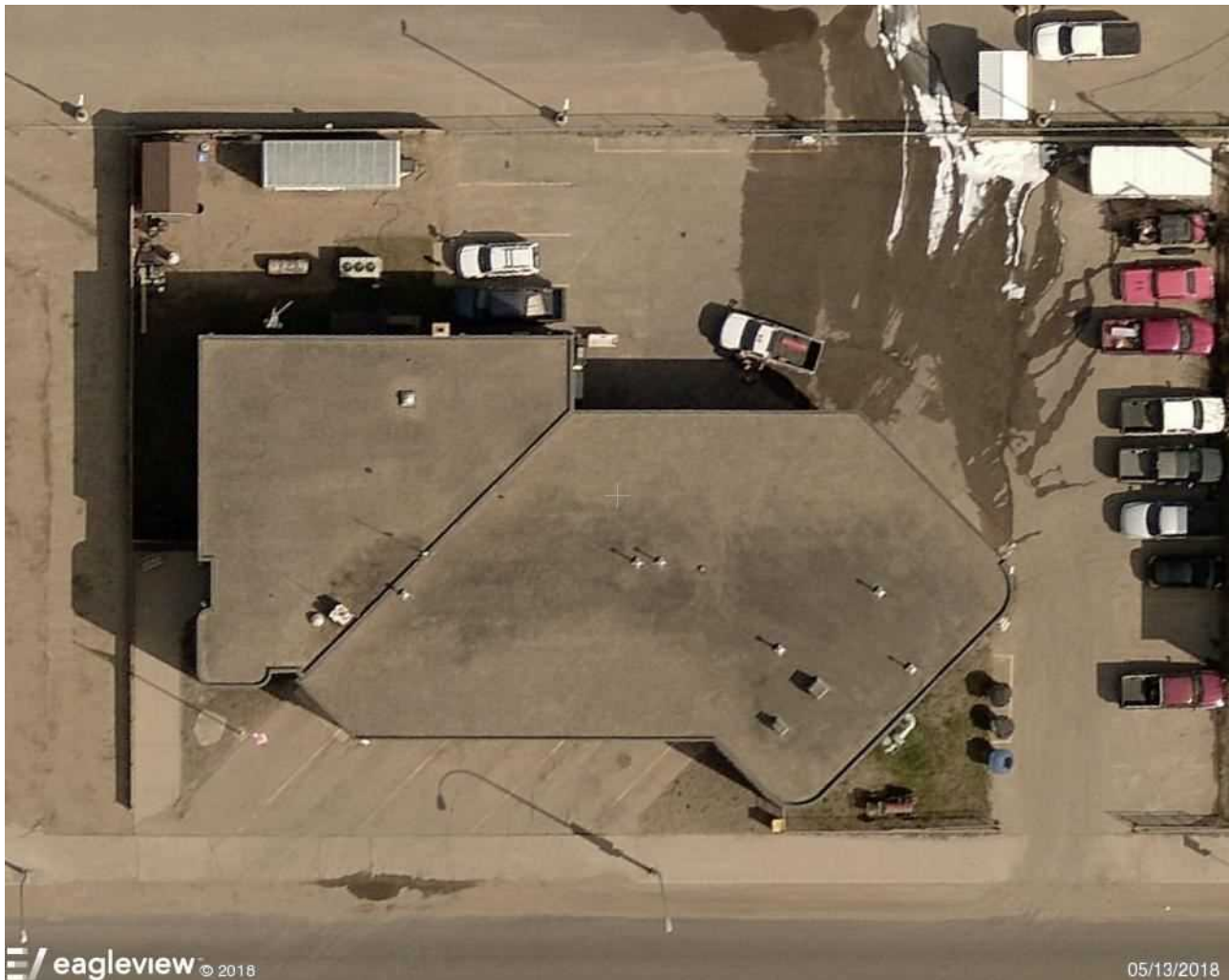


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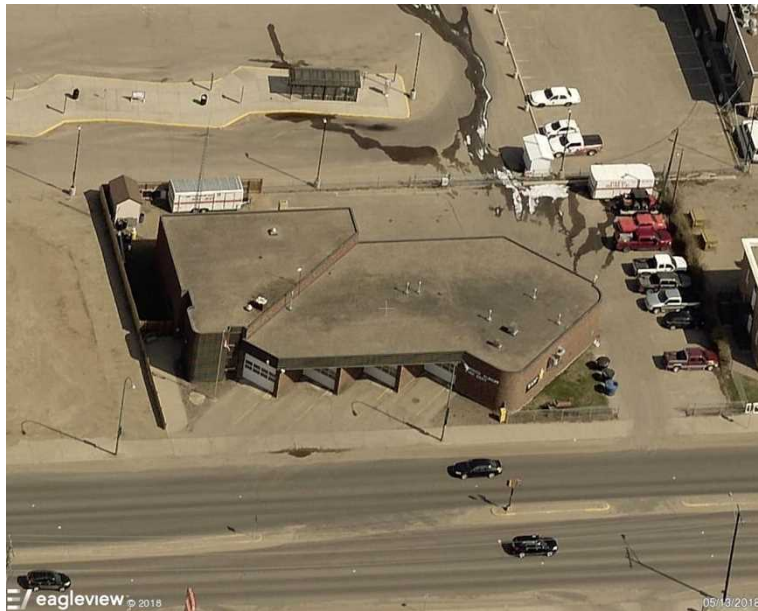
REPORT IMAGES

The following aerial images show different angles of this structure for your reference.

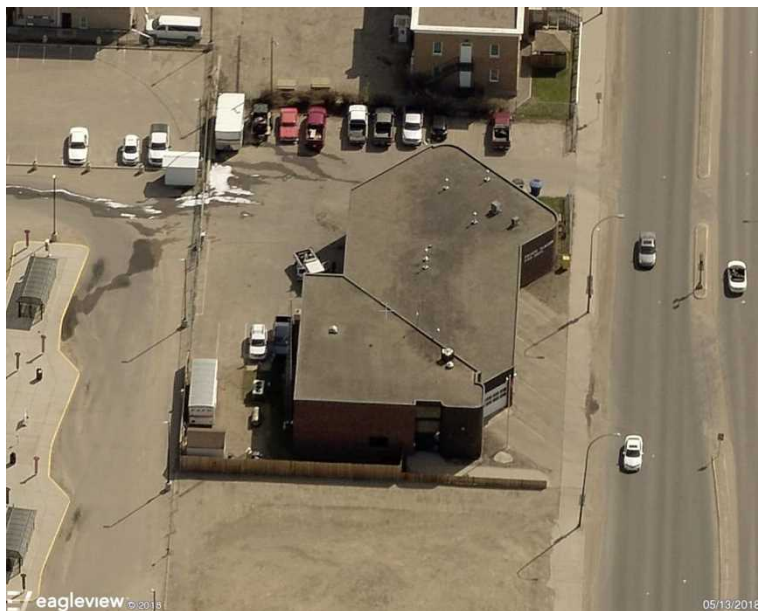


Top View

REPORT IMAGES

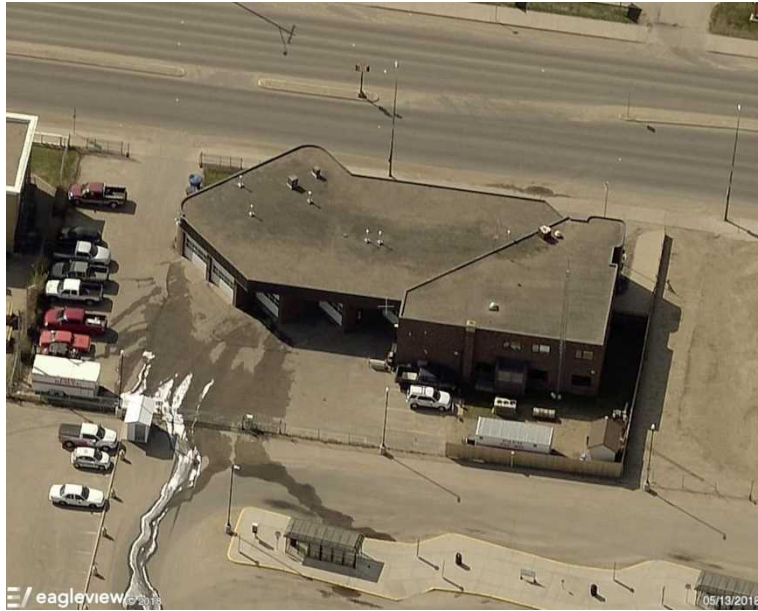


North View

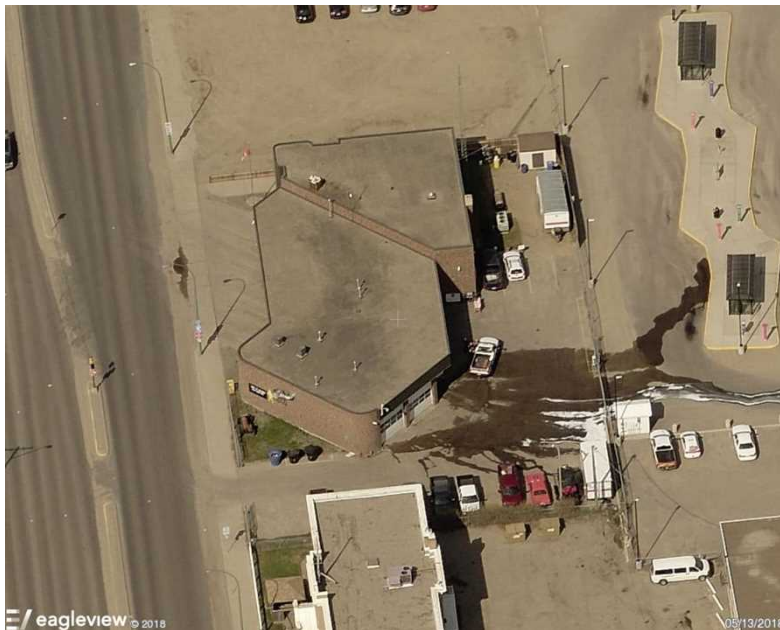


East View

REPORT IMAGES



South View



West View

LENGTH DIAGRAM

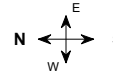
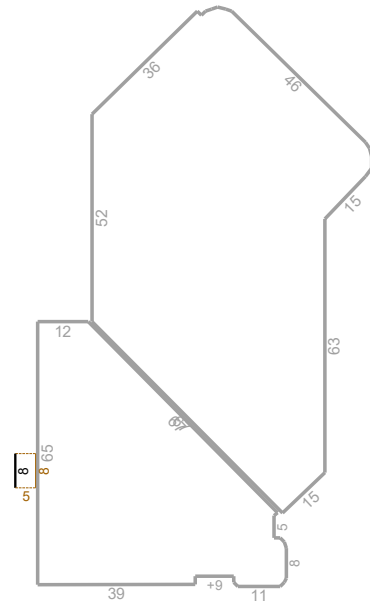
Total Line Lengths:

Ridges = 0 ft
Hips = 0 ft

Valleys = 0 ft
Rakes = 0 ft

Flashing = 9 ft
Step flashing = 11 ft

Eaves = 9 ft
Parapets = 542 ft

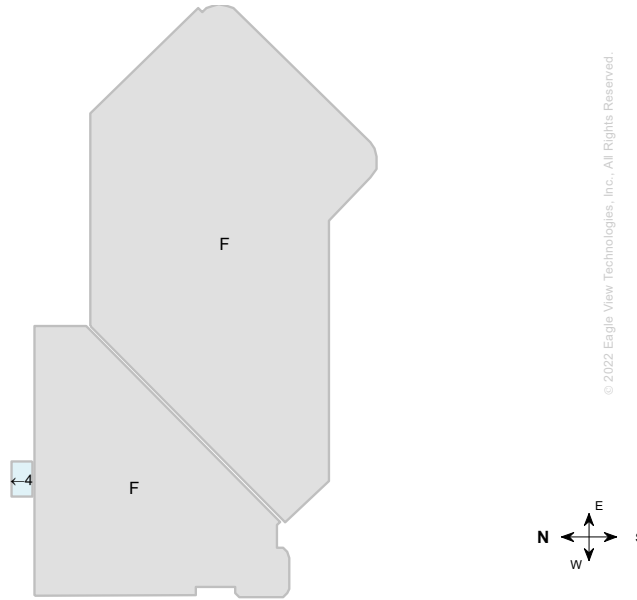


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Note: This diagram contains segment lengths (rounded to the nearest whole number) over 5 feet. In some cases, segment labels have been removed for readability. Plus signs preface some numbers to avoid confusion when rotated (e.g. +6 and +9).

PITCH DIAGRAM

Pitch values are shown in inches per foot, and arrows indicate slope direction. The predominant pitch on this roof is 0/12.

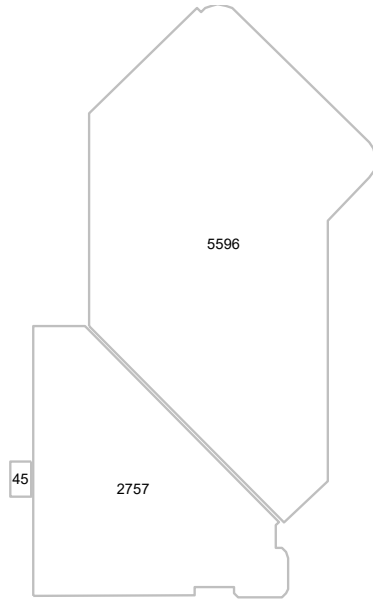


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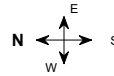
Note: This diagram contains labeled pitches for facet areas larger than 20 square feet. In some cases, pitch labels have been removed for readability. Gray shading indicates flat, 1/12 or 2/12 pitches. If present, a value of "F" indicates a flat facet (no pitch).

AREA DIAGRAM

Total Area = 8,399 sq ft, with 3 facets.



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Note: This diagram shows the square feet of each roof facet (rounded to the nearest foot). The total area in square feet, at the top of this page, is based on the non-rounded values of each roof facet (rounded to the nearest square foot after being totaled).

PENETRATIONS

Penetrations Notes Diagram

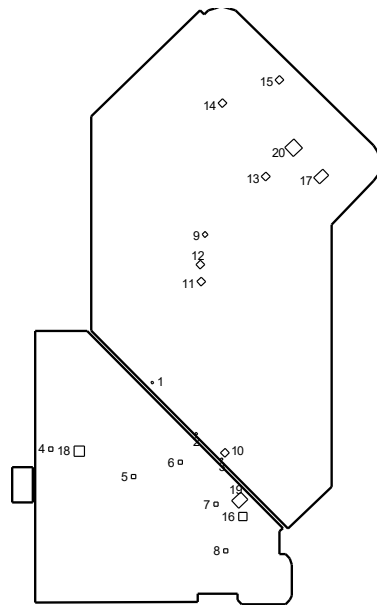
Penetrations are labeled from smallest to largest for easy reference.

Total Penetrations: 20

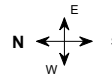
Total Penetrations Perimeter = 117 ft

Total Penetrations Area: 54 sq ft

Total Roof Area Less Penetrations = 8,345 sq ft



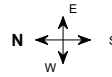
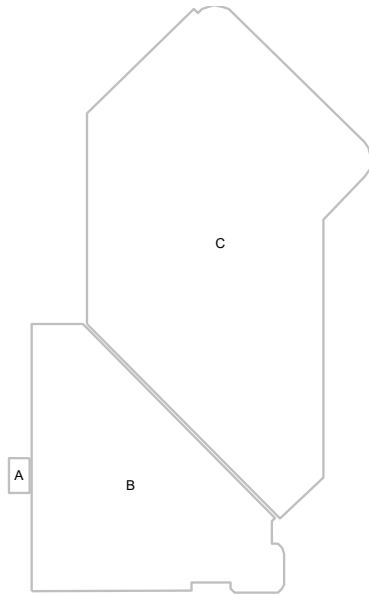
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Note: Any measured penetration smaller than 3x3 feet may need field verification. Accuracy is not guaranteed. The total penetration area is not subtracted from the total roof area.

NOTES DIAGRAM

Roof facets are labeled from smallest to largest (A to Z) for easy reference.



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Property Info



Property Location

Longitude = -105.7526913

Latitude = 53.1997080

Online map of property:

http://maps.google.com/maps?f=g&source=s_q&hl=en&geocode=&q=76+15+St+E,Prince+Albert,SK,S6V1E8

Property Info

Year Built:

Effective Year Built: *

*



Notes

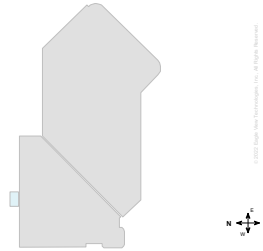
This was ordered as a commercial property. There were no changes to the structure in the past four years.

REPORT SUMMARY

Below is a measurement summary using the values presented in this report.

Lengths, Areas and Pitches

Ridge	0 ft (0 Ridges)
Hips.....	0 ft (0 Hips)
Valleys	0 ft (0 Valleys)
Rakes*	0 ft (0 Rakes)
Eaves/Starter**	9 ft (1 Eaves)
Drip Edge (Eaves + Rakes)	9 ft (1 Lengths)
Parapet Walls.....	542 ft (34 Lengths)
Flashing	9 ft (1 Lengths)
Step Flashing.....	11 ft (2 Lengths)
Total Area	8,399 sq ft
Total Penetrations Area	54 sq ft
Total Roof Area Less Penetrations.....	8,345 sq ft
Total Penetrations Perimeter.....	117 ft
Predominant Pitch.....	0/12



Total Roof Facets = 3

*Rakes are defined as roof edges that are sloped (not level).
 ** Eaves are defined as roof edges that are not sloped and level.

Areas per Pitch

Roof Pitches	0/12	4/12
Area (sq ft)	8353.6	44.8
% of Squares	99.5%	0.5%

The table above lists each pitch on this roof and the total area and percent (both rounded) of the roof with that pitch.

Waste Calculation Table

Waste %	0%	10%	12%	15%	17%	20%	22%
Area (sq ft)	8,399	9238.9	9406.9	9658.9	9826.8	10078.8	10246.8
Squares	84.0	92.4	94.1	96.6	98.3	100.8	102.5

This table shows the total roof area and squares (rounded up to the nearest decimal) based upon different waste percentages. The waste factor is subject to the complexity of the roof, individual roofing techniques and your experience. Please consider this when calculating appropriate waste percentages. Note that only roof area is included in these waste calculations. Additional materials needed for ridge, hip, valley, and starter lengths are not included.

Parapet Calculation Table

Wall Height (ft)	1	2	3	4	5	6	7
Vertical Wall Area (sq ft)	542	1084	1626	2168	2710	3252	3794

This table provides common parapet wall heights to aid you in calculating the total vertical area of these walls. Note that these values assume a 90 degree angle at the base of the wall. Allow for extra materials to cover cant strips and tapered edges.



ROOF MEASUREMENT REPORT

Penetration Table	1-3	4-9	10-15	16	17	18	19	20
Area (sq ft)	0.2	1	2.3	4	6	6.2	7.5	9
Perimeter (ft)	2	4	6	8	10	10	11	12

Any measured penetration smaller than 3x3 feet may need field verification. Accuracy is not guaranteed. The total penetration area is not subtracted from the total roof area.



5/27/2022

Re: CLEAR Program Test Results
Project: RD-414-417

Dear Brett,

Thank you for sending your roof core samples for testing through the CLEAR program. We have completed comprehensive testing of your sample and the results are included with this package. Your test results may include the analysis of the items requested, such as:

- Tensile Strength
- Inter-ply/Surface Bitumen Softening Point/Penetration
- Ply/Bitumen and Scrim Type
- Number of Plies
- Bitumen Weight/Application Rate
- Flexural Strength

Now that you have the results, as a reminder, some objectives of this program are to help you to answer questions like:

- Is the roof failing? Why?
- Expected remaining useful life, approximately?
- Does this sample indicate that this roof needs replaced? Or is this a possible restoration candidate?
- Were there application errors during installation?

If you are looking to restore the roof and these results show this to be a potential candidate, but you need to truly determine if this is a good option for the client, the next steps are:

- Reference the Restoration warranty System Overview document on the Garland HQ.
- Full visual inspection of the rest of the roof and if conditions are suitable
- A quality moisture survey (Infrared or Nuclear) to determine whether the roof is dry enough and what areas of the roof need to be replaced
 - Less than 30% moisture contained within the system is a good benchmark for a cost-effective option versus a replacement
 - A stamped engineering report is best, if possible
- Determine whether the flashings and penetration points need to be replaced, rather than only coated to make the desired restoration warranty period
- Consider which Garland restoration systems make sense. If you are unsure, reach out to the Product Management Team for assistance.

If you have questions about these test results, feel free to call Derek Scavuzzo at 216-430-3520.

Sincerely,
The Garland Laboratory Team



The Garland Company, Inc.
www.garlandco.com
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Garland Canada Inc.
www.garlandcanada.com
Toll Free: 800-387-5991

The Garland Company UK, LTD
www.garlanduktd.co.uk
Toll Free: 0800 328 5560



May 27th, 2022

Submitted By: Brett Foote
Customer Name: City of Prince Albert
Prepared By: Tom Conti

Per your request, this core was analyzed by using a visual inspection, along with several analytical methods in accordance with ASTM D2829-07 (2013): Standard Practice for Sampling and Analysis of Existing Built-Up Roof Systems To determine the properties of the interply asphalt adhesive, a softening point and pen test were run on the core sample. The mechanical properties of the core were observed per tensile strength and elongation. The properties exhibited by the core sample are summarized below:

Firehall

<i>Property</i>	<i>Core Sample</i>	<i>Test Method</i>	<i>Notes</i>
Core Size	13" x 13.5"	ASTM D2829	N/A
Core Weight	1.79 lbs	ASTM D2829	N/A
Surfacing Type	Gravel	Visual	N/A
Ply Type	Felt Paper Felt Paper Felt Paper Felt Paper	ASTM D2829	N/A
Number of Plies	4	ASTM D2829	N/A
Bitumen Type	Asphalt	Solvent Test	N/A
Softening Point	207.0 °F	ASTM D3461	Above spec per type III asphalt
Pen	15 dmm/5 sec	ASTM D5	Within spec per type III asphalt
Flexural Strength	Fail	NBS	Below recommended 30 lb minimum
Puncture	75.7 lbs	NBS	Exceeded recommended 5 lb minimum
Tensile Strength	23.48 lbf	ASTM D2523	Below recommended 200 lbf minimum
Elongation	1.6 %	ASTM D2523	Below recommended 2.5% minimum



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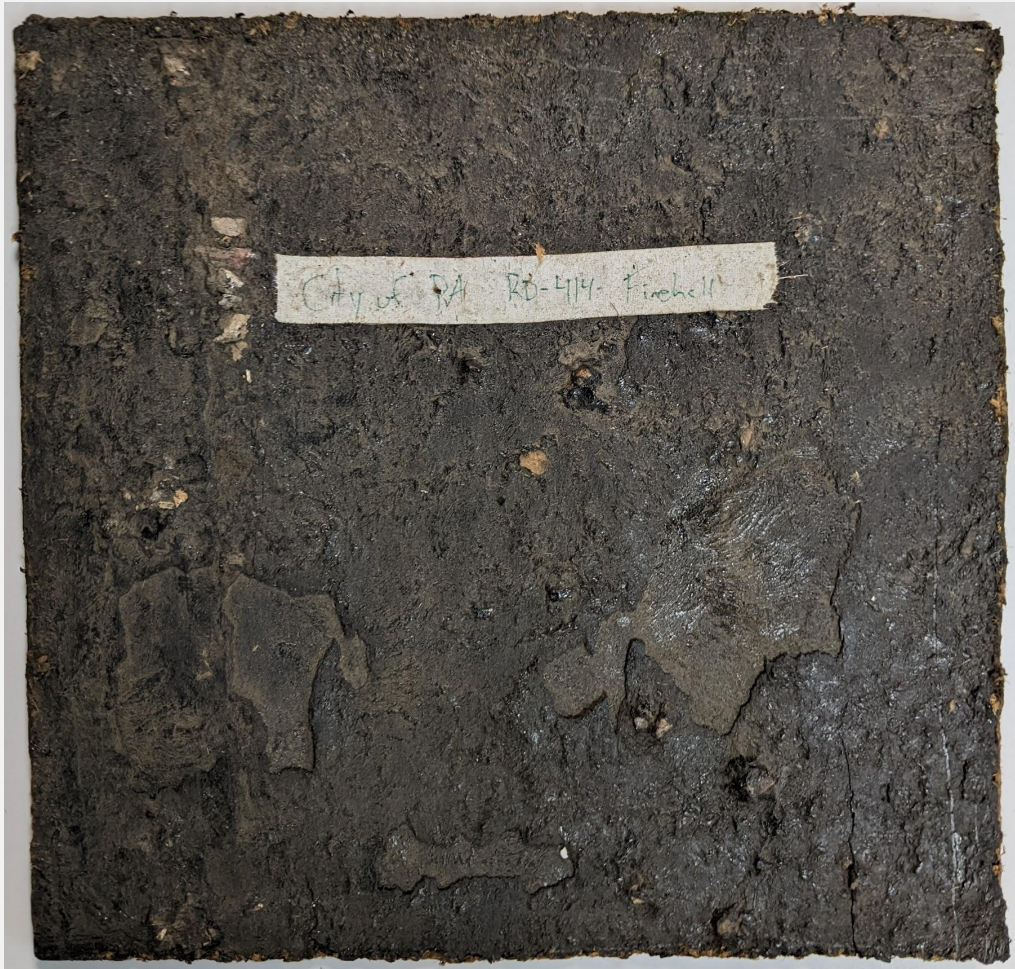
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Firehall Conclusion

The 25 year old core sample is from a 4 ply built up roof system with felt paper interplies in an asphalt adhesive. The interplies were easily delaminated by hand as shown in Figure 3. The core has no surfacing as received. Built up systems typically feature gravel surfacing to protect and shield the asphalt from accelerated aging. Any amount of exposed asphalt on the roof will contribute to accelerated aging such as UV degradation. The softening point and pen tests show that the asphalt adhesive responsible for keeping the system intact has lost its oils over time, causing the system to become more brittle. The cores tested below the recommended tensile strength and elongation recommendations. The sample performed well when undergoing puncture testing, implying that the system can withstand foot traffic and most weather phenomena.

Figures

Figure 1: Firehall top view



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Figure 2: Firehall bottom view.

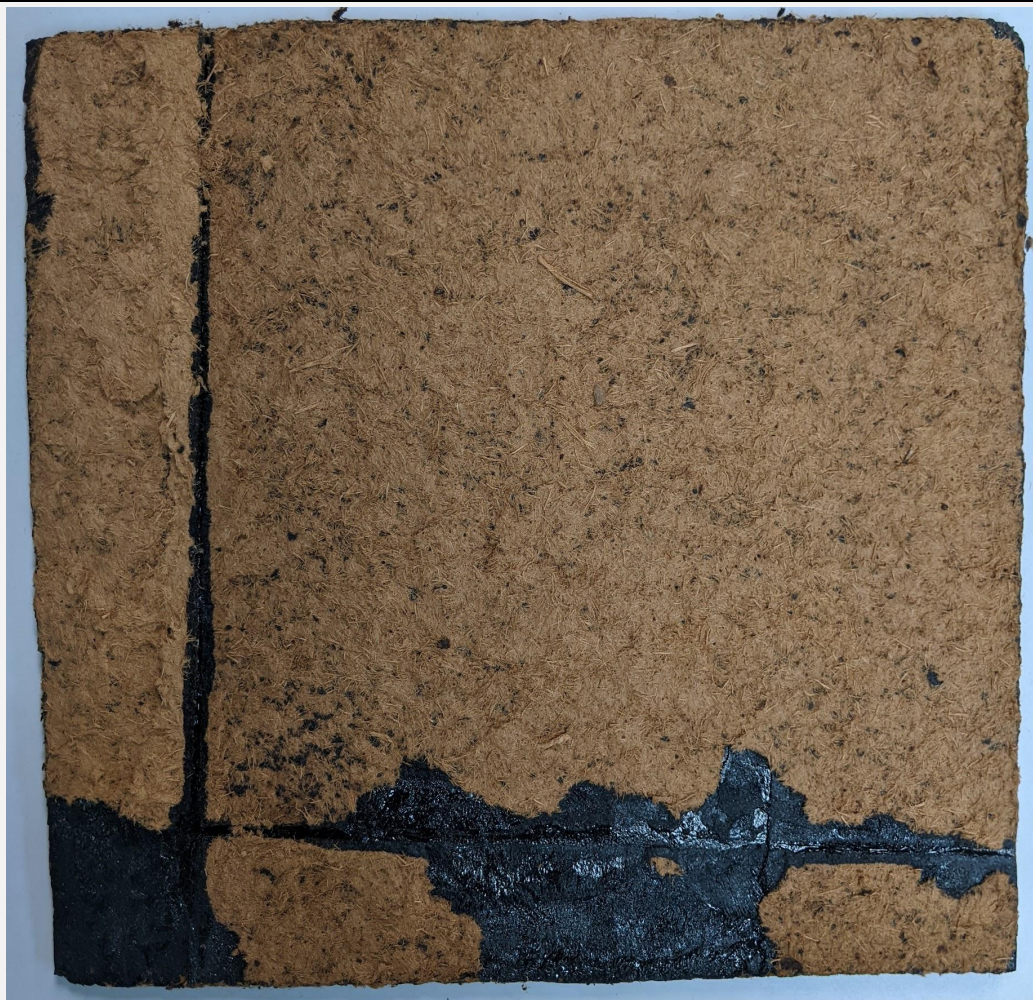


Figure 3: Firehall side profile.



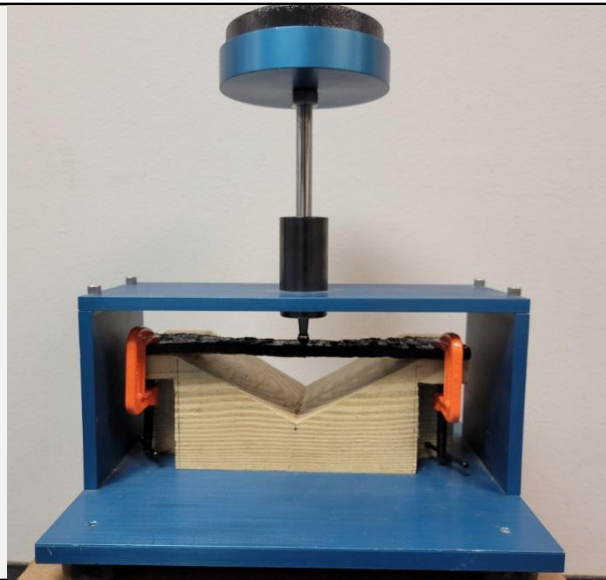
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Figure 17: Sample image of the flexural strength testing apparatus.



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Construction Details

Client: City of Prince Albert

Facility: Fire Hall

Roof Section: Lower Section

Information

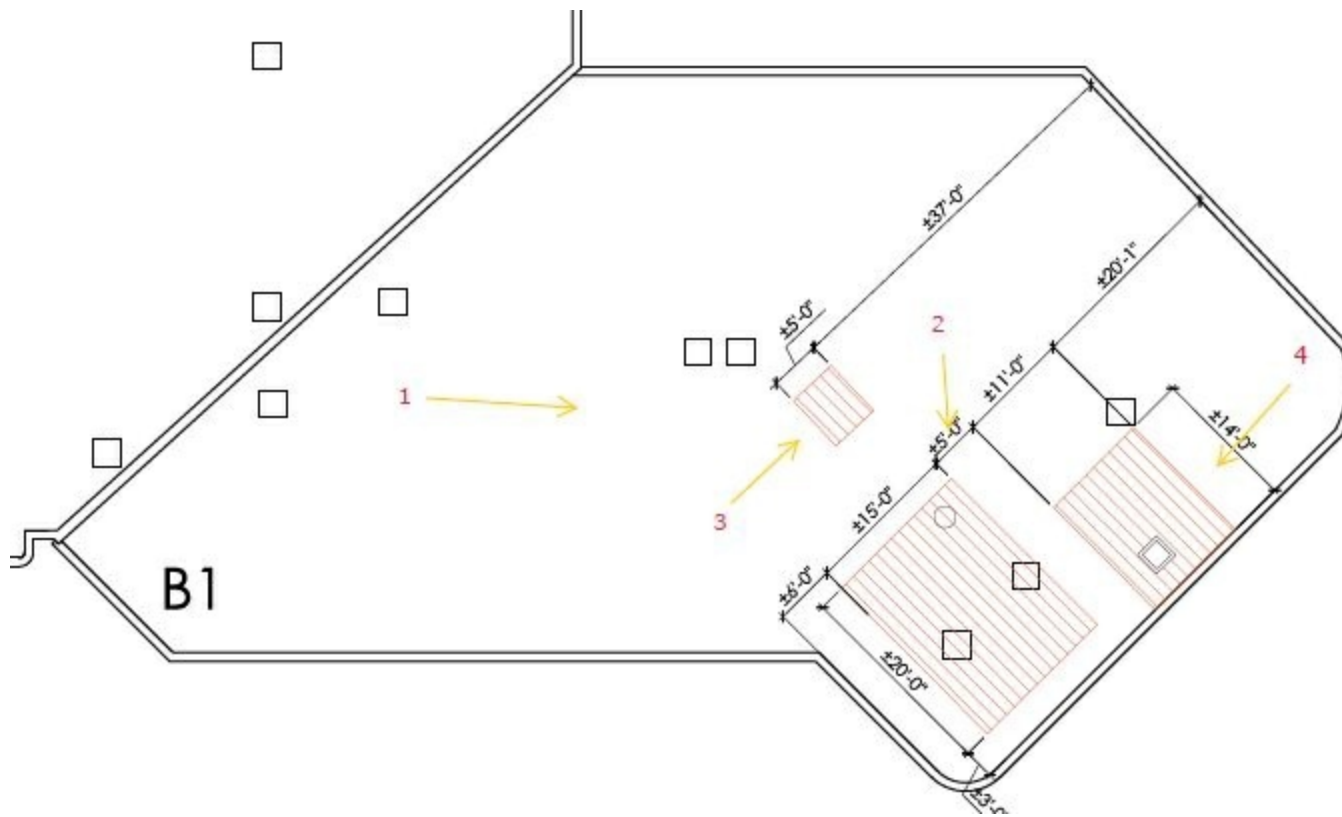
Year Installed	~1990	Square Footage	5,596
Slope Dimension	0	Eave Height	~20
Roof Access	Ladder Needed	System Type	Built Up Roof (BUR)

Assembly

Roof #	Layer Type	Description	Attachment	R-Value	Thickness
1	Membrane	BUR	Hot asphalt	-	-

Details

Drain System	Internal Roof Drains
---------------------	----------------------





Inspection Report

Client: City of Prince Albert

Facility: Fire Hall

Report Date: 05/16/2022

Roof Section: Lower Section

Inspection Information

Inspection Date	05/16/2022	Core Data	No
Inspection Type	Infrared Scan	Leakage	Yes

Miscellaneous Details

Reglets	-	Debris	No
Control Expansion Joints	-	Ponding Water	Minor
Parapet Wall	-	Coping Joints	-

Perimeter

Rating	Fair
Condition	No thermal anomaly was found at the perimeters.

Field

Rating	Failed
Condition	Two localized thermal anomalies probably related to wet areas were found on this section. There are located next to the penetrations and the drain.

Penetrations

Rating	Failed
Condition	Two localized thermal anomalies probably related to wet areas were found on this section. There are located next to the chimneys. Membrane upturns at the penetrations should be inspected for any wears, holes or unadhered felt.

Drainage

Rating	Failed
Condition	One localized thermal anomaly probably related to wet areas was found on this section next to a drain. The drains are often weak point in a roof as it is a low point. Water can sit around the drain if the drainage slopes are not perfect, that can damage the membrane at long term and threaten its waterproofing. Also, the adherence between the drain structure and the membrane diminishes with time.

Overall

Rating	Failed
Condition	Three localized thermal anomalies probably related to wet areas were found on this section. There are located next to the chimneys and the drain.

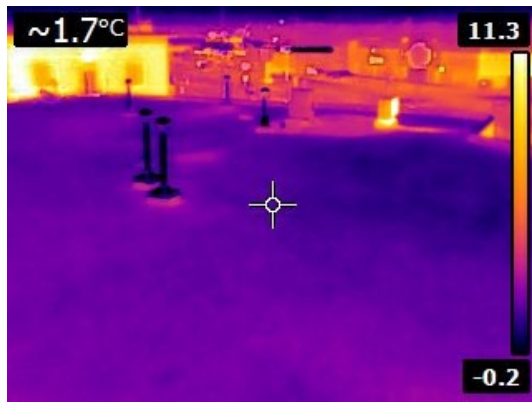


Photo 1

General view of the lower roof with the infrared camera.



Photo 2

General view of the largest thermal anomaly of the roof. It is located around a drain, a chimney and two HVAC units. Each one of these penetrations represent a weak point in the waterproofing and a thorough inspection of the membrane upturns should be carried out in order to locate the source of the water infiltration inside the roofing assembly.

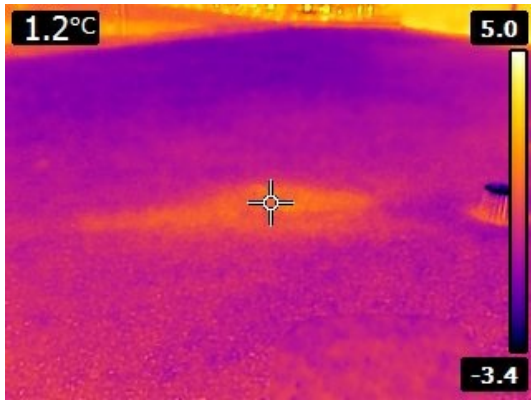


Photo 3

General view of a small thermal anomaly related to wet insulation next to a drain.



Photo 4

General view of a thermal anomaly probably related to wet insulation. The potentially wet area seems to come from a chimney, and it follows the slope of the roof. A thorough inspection of this chimney is necessary to locate the source of the leak.



Photo Report

Client: City of Prince Albert

Facility: Fire Hall

Roof Section: Lower Section

Report Date: 05/26/2022

Title: Initial Inspection



Photo 1

Lower Section - 4 ply BUR

Overall Condition: Fair - Poor

Scan: 8.96% Wet

CLEAR Analysis: The 25 year old core sample is from a 4 ply built up roof system with felt paper interplies in an asphalt adhesive. The interplies were easily delaminated by hand as shown in Figure 3. The core has no surfacing as received. Built up systems typically feature gravel surfacing to protect and shield the asphalt from accelerated aging. Any amount of exposed asphalt on the roof will contribute to accelerated aging such as UV degradation. The softening point and pen tests show that the asphalt adhesive responsible for keeping the system intact has lost its oils over time, causing the system to become more brittle. The cores tested below the recommended tensile strength and elongation recommendations. The sample performed well when undergoing puncture testing, implying that the system can withstand foot traffic and most weather phenomena.



Photo 2

Curbs: Reinforced EPDM throughout.



Photo 3

Flashings: Reinforced EPDM throughout; evidence of repair along all parapet walls and curbs.



Photo 4

Flashings: Reinforced EPDM throughout; evidence of repair along all parapet walls and curbs.



Photo 5

Flashings: Reinforced EPDM throughout; evidence of repair along all parapet walls and curbs.



Solution Options

Client: City of Prince Albert

Facility: Fire Hall

Roof Section: Lower Section

Replace Options

Solution Option:	Replace	Action Year:	2022
Square Footage:	5,596	Expected Life (Years):	30
Budget Range:	\$180,000.00 - \$195,000.00		

Scope of Work: Replacement

1. Remove all roof components to roof deck;
2. Install new vapour barrier, cold applied with adhesive;
3. Install new polyisocyanurate insulation, set in hot asphalt;
4. Install new wood fiberboard, set in hot asphalt;
5. Install new SBS modified bitumen generic base sheet, set in hot asphalt;
6. Install new SBS modified bitumen cap sheet, set in hot asphalt;
7. Install new surfacing of gravel adhered in hot asphalt;
8. Install new drains, vents, and steel flashings.



Construction Details

Client: City of Prince Albert

Facility: Fire Hall

Roof Section: Upper Section

Information

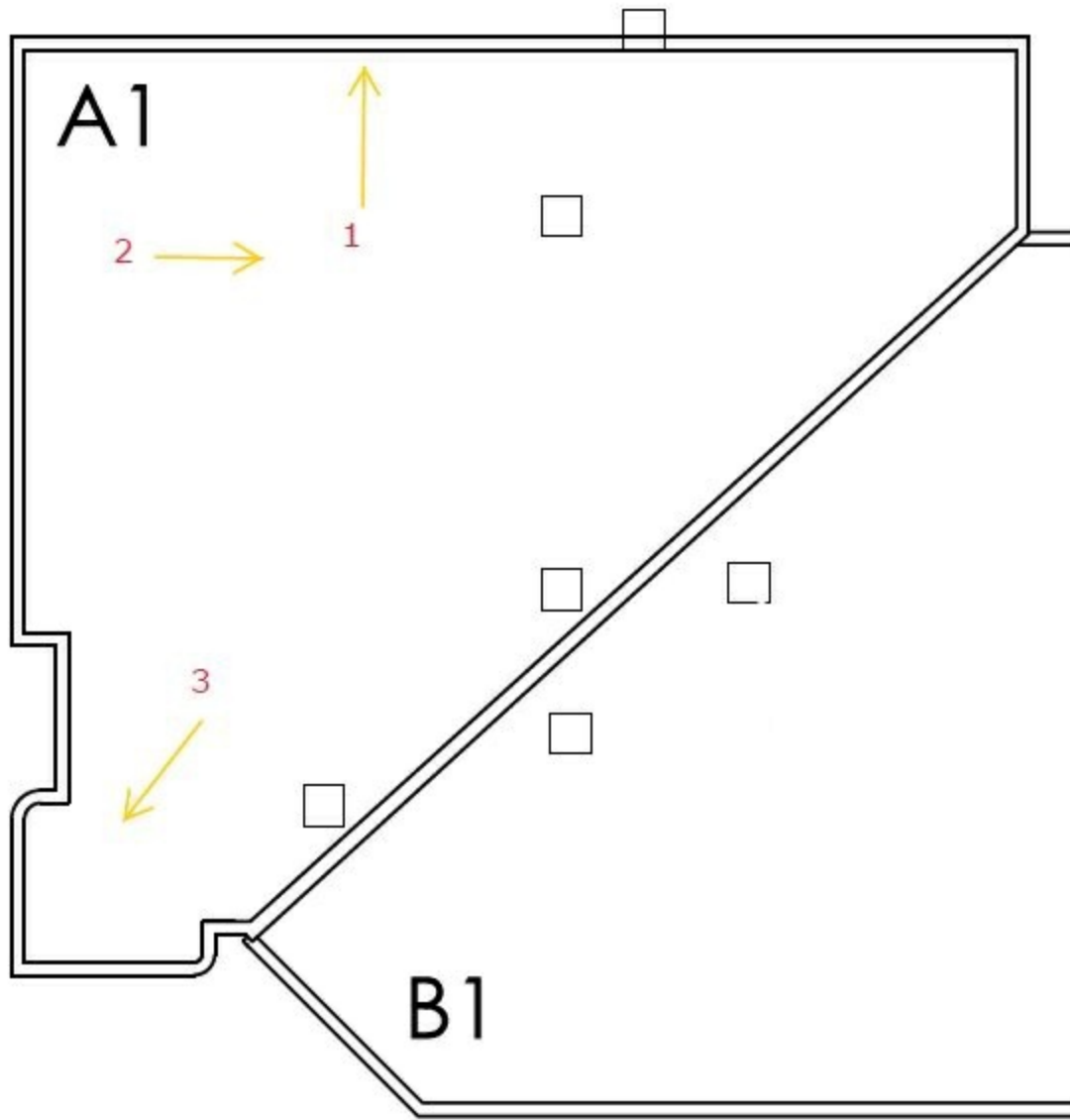
Year Installed	~1990	Square Footage	2,757
Slope Dimension	0	Eave Height	~25
Roof Access	Ladder Needed	System Type	Built Up Roof (BUR)

Assembly

Roof #	Layer Type	Description	Attachment	R-Value	Thickness
1	Membrane	BUR	Hot asphalt	-	-

Details

Drain System	Internal Roof Drains
---------------------	----------------------





Inspection Report

Client: City of Prince Albert

Facility: Fire Hall

Report Date: 05/16/2022

Roof Section: Upper Section

Inspection Information

Inspection Date	05/16/2022	Core Data	No
Inspection Type	Infrared Scan	Leakage	No

Overall

Rating	Poor
Condition	No thermal anomaly related to wet insulation was found on this section.



Photo 1

General view of the upper section with the infrared camera.
 No thermal anomaly related to wet insulation was found.
 A area of minor pinding water is visible on the background (in blue).

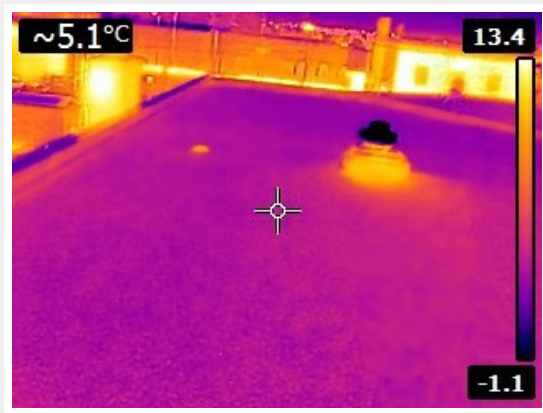


Photo 2

General view of the upper section with the infrared camera.
 No thermal anomaly related to wet insulation was found.



Photo 3

General view of the upper section with the infrared camera.

No thermal anomaly related to wet insulation was found.



Photo Report

Client: City of Prince Albert

Facility: Fire Hall

Roof Section: Upper Section

Report Date: 05/26/2022

Title: Initial Inspection



Photo 1

Upper Section: BUR

Overall Condition: Fair - Poor

Scan: 0% Wet

CLEAR Analysis: The 25 year old core sample is from a 4 ply built up roof system with felt paper interplies in an asphalt adhesive. The interplies were easily delaminated by hand as shown in Figure 3. The core has no surfacing as received. Built up systems typically feature gravel surfacing to protect and shield the asphalt from accelerated aging. Any amount of exposed asphalt on the roof will contribute to accelerated aging such as UV degradation. The softening point and pen tests show that the asphalt adhesive responsible for keeping the system intact has lost its oils over time, causing the system to become more brittle. The cores tested below the recommended tensile strength and elongation recommendations. The sample performed well when undergoing puncture testing, implying that the system can withstand foot traffic and most weather phenomena.



Photo 2

Old Plumbing Vent: Not properly waterproofed



Photo 3

Old Plumbing Vent: Not properly waterproofed



Photo 4

Caulking Deterioration: As caulking is exposed to UV rays and temperature fluctuations it loses its flexibility and develops cracks. Once this occurs splits develop allowing water to penetrate walls and buildings causing damage as well as leaks.



Photo 5

Bare Felts: Weathering causes the roofs surfacing materials to oxidize and wear away after a period of time. Loss of protection from the surfacing material results in accelerated deterioration of the primary waterpoofer asphalt, along with the systems reinforcement plies which provide the strength for the system. The exposed reinforcement will begin to absorb and wick moisture into the built up layers of the roof system. This condition leads to accelerated damage via blisters and interlayer delamination.

Photo 6

Core Cut:

1/2" waterproofing membrane
2.0" Wood Fiberboard
Wood Deck



Photo 7

4" Deep core cut

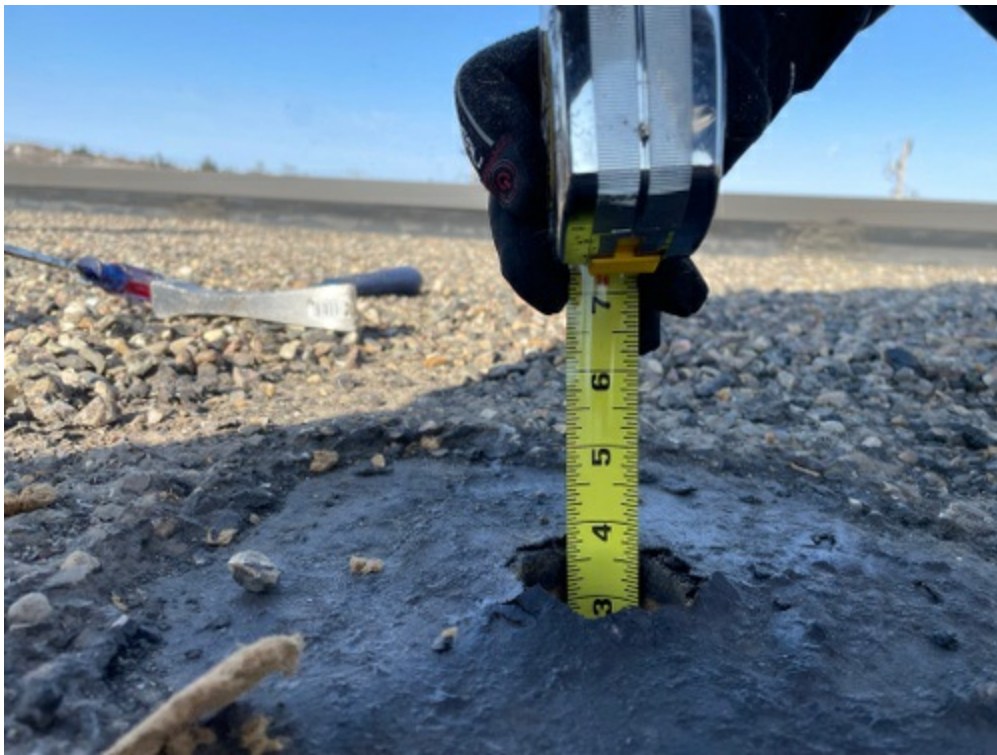




Photo 8

Core Cut: Moisture tested dry



Photo 9

Core Cut: Repaired

Photo 10

CLEAR Membrane Analysis:
Cleaning off areas for CLEAR cut



Photo 11

CLEAR Membrane Analysis: Removal of the membrane sample





Photo 12

**CLEAR Membrane
Analysis:** Removal of the
membrane sample



Photo 13

**CLEAR Membrane
Analysis:** Repair of the
sample

Photo 14

CLEAR Membrane

Analysis: Cover repair in gravel to protect from UV and other elements





Solution Options

Client: City of Prince Albert

Facility: Fire Hall

Roof Section: Upper Section

Replace Options

Solution Option:	Replace	Action Year:	2023
Square Footage:	2,757	Expected Life (Years):	30
Budget Range:	\$85,000.00 - \$100,000.00		

Rising Material and Labor Prices: 2022 has seen a dramatic increase in construction materials, and labor rates have begun to follow suit. This trend is expected to continue based on local and global challenges. It is recommended any capital project that can be executed in the near term be started as soon as possible. Delays may lead to dramatically higher budget requirements in the future.

This information applies to all roof sections for this building.

Scope of Work: Replacement

1. Remove all roof components to roof deck;
2. Install new vapour barrier, cold applied with adhesive;
3. Install new polyisocyanurate insulation, set in hot asphalt;
4. Install new wood fiberboard, set in hot asphalt;
5. Install new SBS modified bitumen generic base sheet, set in hot asphalt;
6. Install new SBS modified bitumen cap sheet, set in hot asphalt;
7. Install new surfacing of gravel adhered in hot asphalt;
8. Install new drains, vents, and steel flashings.

Garland Canada Inc.

Roof Asset Management Program

R A M P.



City of
**Prince
Albert**

City of Prince Albert Library Roof Inspection

Prepared By
Brett Foote

Prepared For
Don Cheeseman

May 26, 2022

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Client: City of Prince Albert



City of Prince Albert

Client Data

Name	City of Prince Albert		
Address 1	1084 Central Avenue		
City	Prince Albert	Province	Saskatchewan
Postal	S6V 7P3	Country	Canada

Contact Info

Contact Person	Don Cheeseman	Title	Facilities Project Coordinator
Mobile Phone:	-	Office Phone:	(306) 953-4800
Email:	dcheeseman@citypa.com		



Facility Summary

Client: City of Prince Albert

Facility: Library



Facility Data

Address 1	125 12 St E, Prince Albert, SK S6V 1B7
City	Prince Albert
Province	Saskatchewan
Postal	S6V 1B7
Type of Facility	Municipal
Square Footage	14,200
Contact Person	Don Cheeseman

Asset Information

Name	Date Installed	Square Footage	Roof Access
Entire Roof	-	14,200	Attached Ladder

ROOF MEASUREMENT REPORT

125 12 St E, Prince Albert, SK S6V1B7

Report Contents



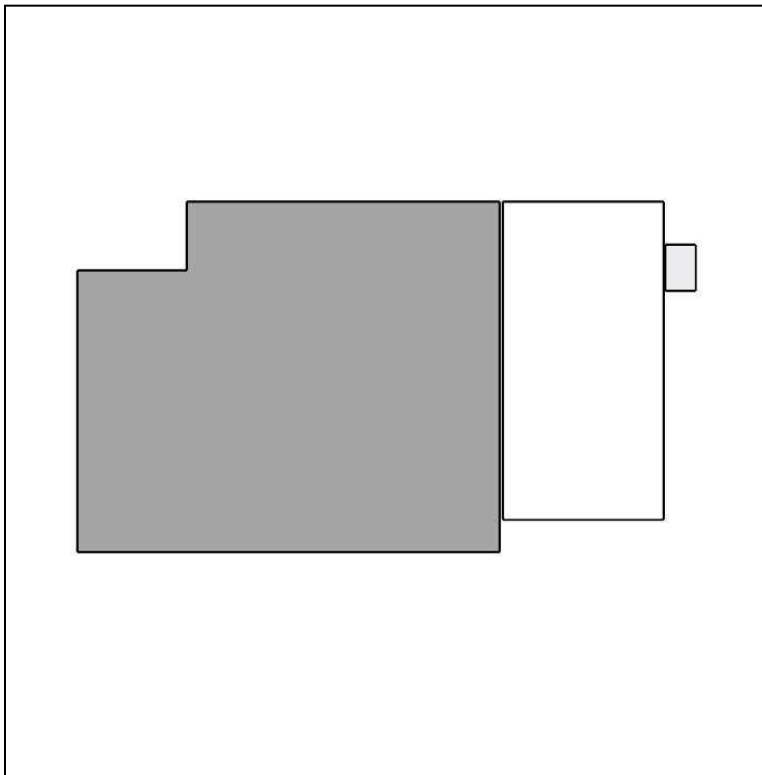
- Images1
- Length Diagram.....4
- Pitch Diagram.....5
- Area Diagram6
- Penetrations Diagram7
- Notes Diagram8
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Report Details

Date:	05/26/2022
Report:	46278617

Roof Details

Total Area:	19,013 sq ft
Total Roof Facets:	3
Predominant Pitch:	0/12
Number of Stories:	<=1
Total Ridges/Hips:	0 ft
Total Valleys:	0 ft
Total Rakes:	20 ft
Total Eaves:	15 ft
Total Penetrations:	45
Total Penetrations Perimeter:	374 ft
Total Penetrations Area:	462 sq ft



In this 3D model, facets appear as semi-transparent to reveal overhangs.

Contact Us

Contact: Brett Foote
 Company: Garland Company Inc.
 Address: 3800 East 91St
 Cleveland OH 44105
 Phone: 306-914-3514

Measurements provided by www.eagleview.com

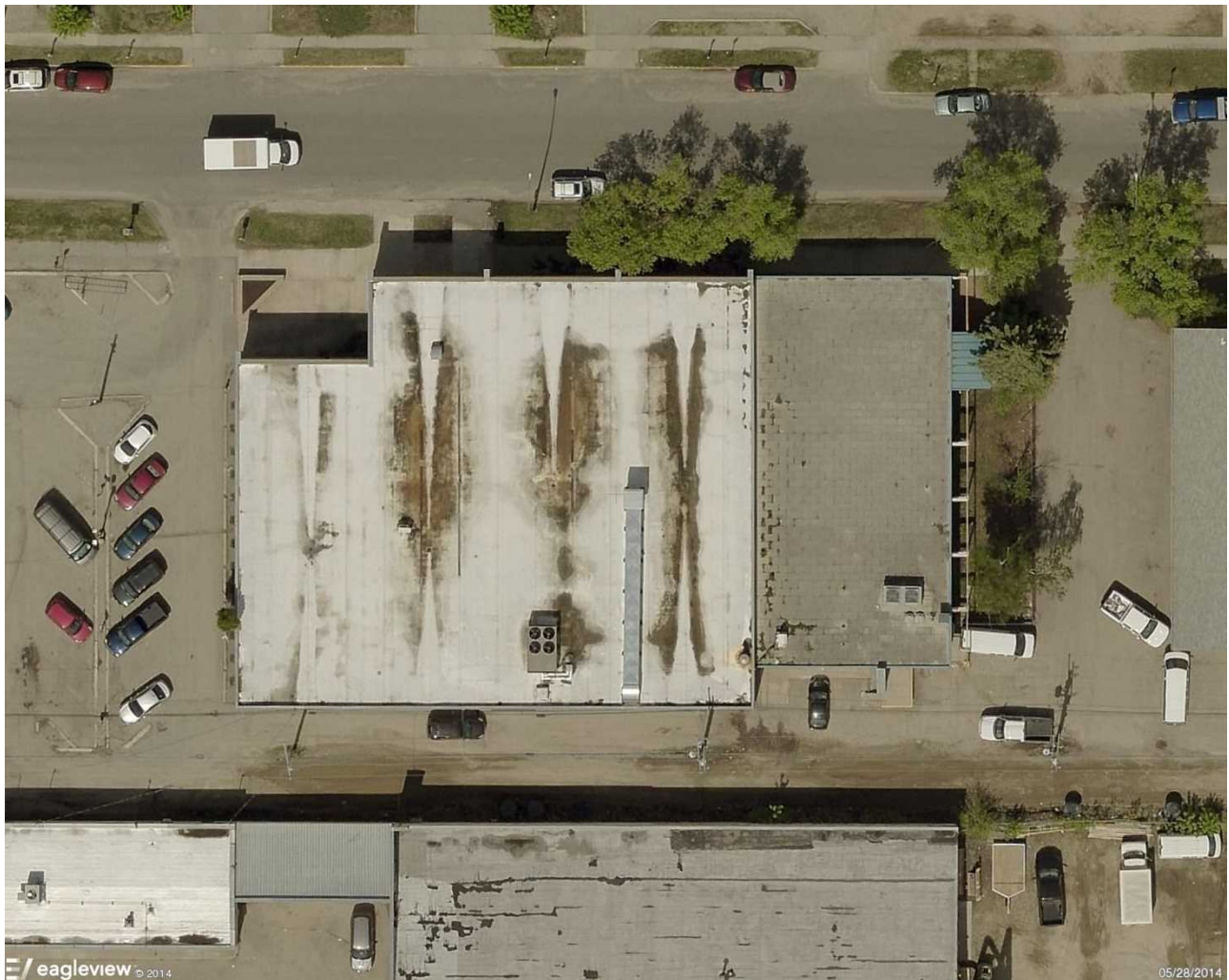


Certified Accurate

www.eagleview.com/Guarantee.aspx

REPORT IMAGES

The following aerial images show different angles of this structure for your reference.

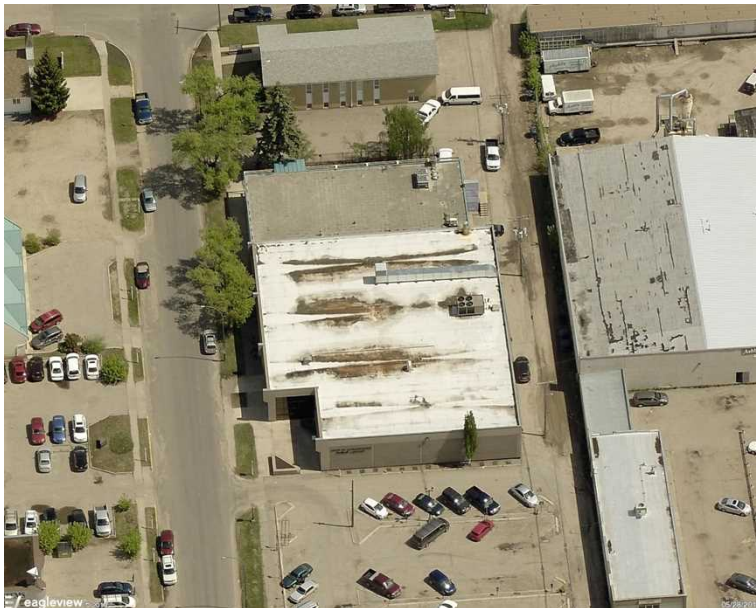


Top View

REPORT IMAGES

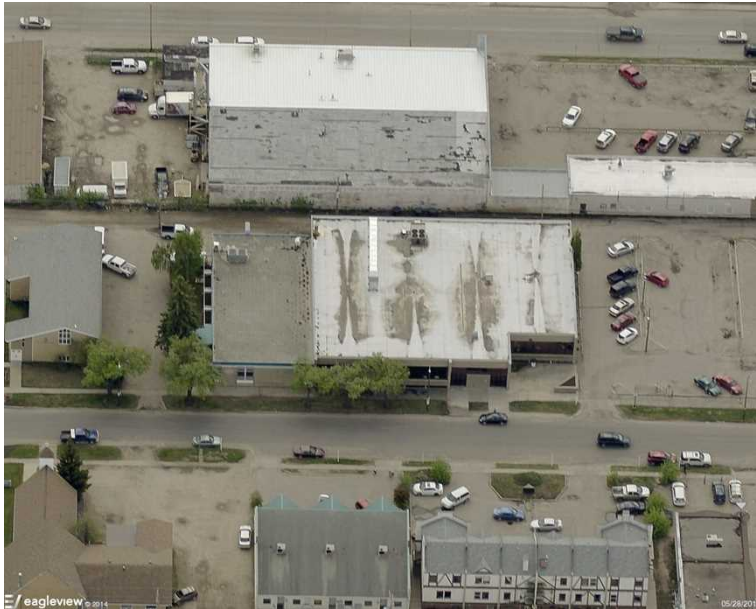


North View



East View

REPORT IMAGES



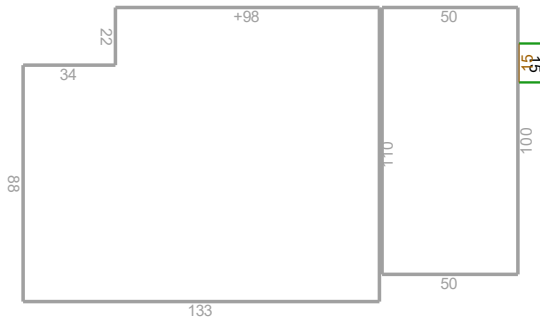
South View



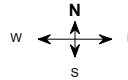
West View

LENGTH DIAGRAM

Total Line Lengths: **Ridges = 0 ft** **Valleys = 0 ft** **Flashing = 15 ft** **Eaves = 15 ft**
 Hips = 0 ft **Rakes = 20 ft** **Step flashing = 0 ft** **Parapets = 787 ft**



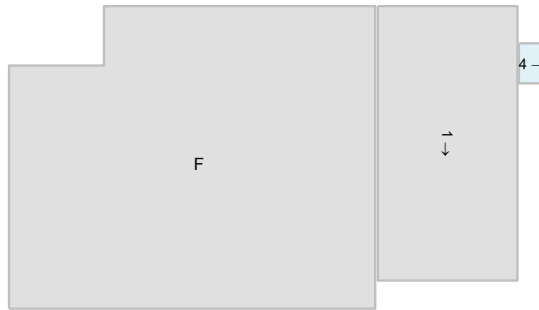
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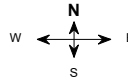
Note: This diagram contains segment lengths (rounded to the nearest whole number) over 5 feet. In some cases, segment labels have been removed for readability. Plus signs preface some numbers to avoid confusion when rotated (e.g. +6 and +9).

PITCH DIAGRAM

Pitch values are shown in inches per foot, and arrows indicate slope direction. The predominant pitch on this roof is 0/12.



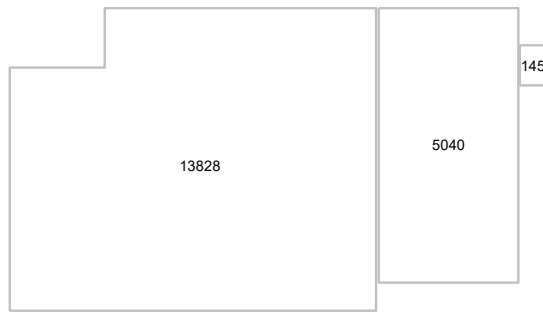
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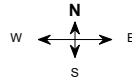
Note: This diagram contains labeled pitches for facet areas larger than 20 square feet. In some cases, pitch labels have been removed for readability. Gray shading indicates flat, 1/12 or 2/12 pitches. If present, a value of "F" indicates a flat facet (no pitch).

AREA DIAGRAM

Total Area = 19,013 sq ft, with 3 facets.



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Note: This diagram shows the square feet of each roof facet (rounded to the nearest foot). The total area in square feet, at the top of this page, is based on the non-rounded values of each roof facet (rounded to the nearest square foot after being totaled).

PENETRATIONS

Penetrations Notes Diagram

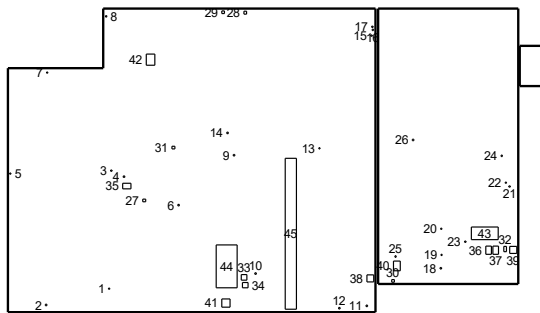
Penetrations are labeled from smallest to largest for easy reference.

Total Penetrations: 45

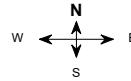
Total Penetrations Perimeter = 374 ft

Total Penetrations Area: 462 sq ft

Total Roof Area Less Penetrations = 18,551 sq ft



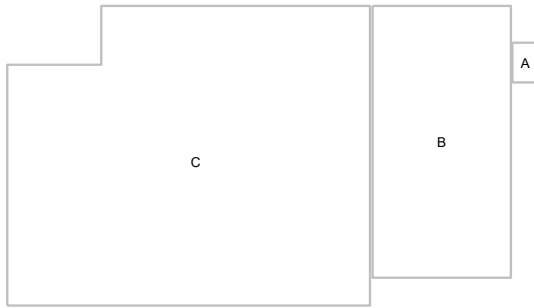
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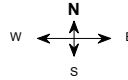
Note: Any measured penetration smaller than 3x3 feet may need field verification. Accuracy is not guaranteed. The total penetration area is not subtracted from the total roof area.

NOTES DIAGRAM

Roof facets are labeled from smallest to largest (A to Z) for easy reference.



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Property Info



Property Location

Longitude = -105.7501981

Latitude = 53.2018859

Online map of property:

http://maps.google.com/maps?f=g&source=s_q&hl=en&geocode=&q=125+12+St+E,Prince+Albert,SK,S6V1B7

Property Info

Year Built:

Effective Year Built: *

*



Notes

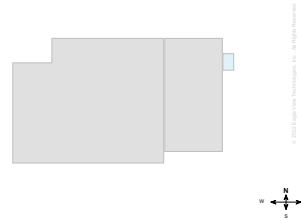
This was ordered as a commercial property. There were no changes to the structure in the past four years.

REPORT SUMMARY

Below is a measurement summary using the values presented in this report.

Lengths, Areas and Pitches

Ridge	0 ft (0 Ridges)
Hips.....	0 ft (0 Hips)
Valleys	0 ft (0 Valleys)
Rakes*	20 ft (2 Rakes)
Eaves/Starter**	15 ft (1 Eaves)
Drip Edge (Eaves + Rakes).....	35 ft (3 Lengths)
Parapet Walls.....	787 ft (10 Lengths)
Flashing	15 ft (1 Lengths)
Step Flashing	0 ft (0 Lengths)
Total Area	19,013 sq ft
Total Penetrations Area.....	462 sq ft
Total Roof Area Less Penetrations	18,551 sq ft
Total Penetrations Perimeter.....	374 ft
Predominant Pitch.....	0/12



Total Roof Facets = 3

*Rakes are defined as roof edges that are sloped (not level).
 ** Eaves are defined as roof edges that are not sloped and level.

Areas per Pitch

Roof Pitches	0/12	1/12	4/12
Area (sq ft)	13827.9	5039.6	145.2
% of Squares	72.7%	26.5%	0.8%

The table above lists each pitch on this roof and the total area and percent (both rounded) of the roof with that pitch.

Waste Calculation Table

Waste %	0%	10%	12%	15%	17%	20%	22%
Area (sq ft)	19,013	20914.3	21294.6	21865.0	22245.2	22815.6	23195.9
Squares	190.1	209.1	212.9	218.6	222.5	228.2	232.0

This table shows the total roof area and squares (rounded up to the nearest decimal) based upon different waste percentages. The waste factor is subject to the complexity of the roof, individual roofing techniques and your experience. Please consider this when calculating appropriate waste percentages. Note that only roof area is included in these waste calculations. Additional materials needed for ridge, hip, valley, and starter lengths are not included.

Parapet Calculation Table

Wall Height (ft)	1	2	3	4	5	6	7
Vertical Wall Area (sq ft)	787	1574	2361	3148	3935	4722	5509

This table provides common parapet wall heights to aid you in calculating the total vertical area of these walls. Note that these values assume a 90 degree angle at the base of the wall. Allow for extra materials to cover cant strips and tapered edges.



ROOF MEASUREMENT REPORT

Penetration Table	1-26	27-31	32	33-34	35-37	38-39	40	41	42	43
Area (sq ft)	0.3	1	2	4	6	6.3	8.8	9	12	43.6
Perimeter (ft)	2	4	6	8	10	10	12	12	14	28.4
	44	45								
Area (sq ft)	116.7	218.5								
Perimeter (ft)	46.2	117.2								

Any measured penetration smaller than 3x3 feet may need field verification. Accuracy is not guaranteed. The total penetration area is not subtracted from the total roof area.



Photo Report

Client: City of Prince Albert

Facility: Library

Roof Section: Entire Roof

Report Date: 05/25/2022

Title: Initial Inspection



Photo 1

Library Roof - TPO

Overall Condition: Poor



Photo 2

Previously reinforced seams, approximately 10 years old.



Photo 3

Previously reinforced seams, approximately 10 years old.



Photo 4

Fastener Back-Out: This condition can occur on mechanically fastened roof systems depending upon the location of the fastener. Typically this condition is found where the system configuration has the fastener immediately below the surface membrane. In these conditions thermal bridging and condensation from the thermal bridge creates a situation whereby the fastener begins to back out. Additionally, wind loads, incorrect fastener type for the substrate and dimensional instability of the insulation also contributes to this condition. In some cases, what appears to be fastener back out is actually insulation dimension loss typically due to the use of low density insulation and/or moisture contamination. Roof traffic can also create conditions that appear to be fastener back out as well. With fastener back out comes the high probability of the fastener puncturing the waterproofing surface membrane and eventually causing a leak. Proper design reduces or eliminates fasteners having direct contact with the surface membrane.

Photo 5

Ponding: Ponding water occurs when moisture collects in large pools on the surface of a roof system. These pools begin to form due to the following: 1) roof drains are blocked or clogged with debris, 2) the insulation package has lost dimensional stability and has reduced in thickness, 3) poor slope to drain design via overbuilt crickets or tapered insulation system, 4) roof drains are



built along side building support columns which maintain a consistent height under load while the balance of the roof system is applied over a live deck which tends to move and deflect under normal seasonal load. In all cases, roof depressions that collect and hold water will tend to grow in size as the added weight of the ponding water will continue to deflect the roof deck even further.

This condition can damage the roof in a number of ways. Additional structural loads create more movement of the roof assembly creating more tear stress and of course a potential for structural failure. UV intensity also increases under ponding conditions as the sun's rays are increased to the point where it accelerates deterioration in most all roof systems. In asphalt based assemblies the natural waterproofing oils in the asphalt will separate from the membrane if the system remains submerged under water for sustained periods. Single ply roof system rot and burn out when the ponding area is exposed to sunlight. The added weight can crush insulation increasing the ponding condition and creating a condition where the insulation becomes a useless thermal barrier. This condition then affects the mechanical system and the cost of heating and cooling the building. In the winter ponding water will expand as it freezes. This expansion will weaken small imperfections in the roof system. Small cracks and tears will widen until they rupture to allow

water into the building. And finally, a negatively deflected deck becomes a structural concern.



Photo 6

Previously reinforced seams, approximately 10 years old.

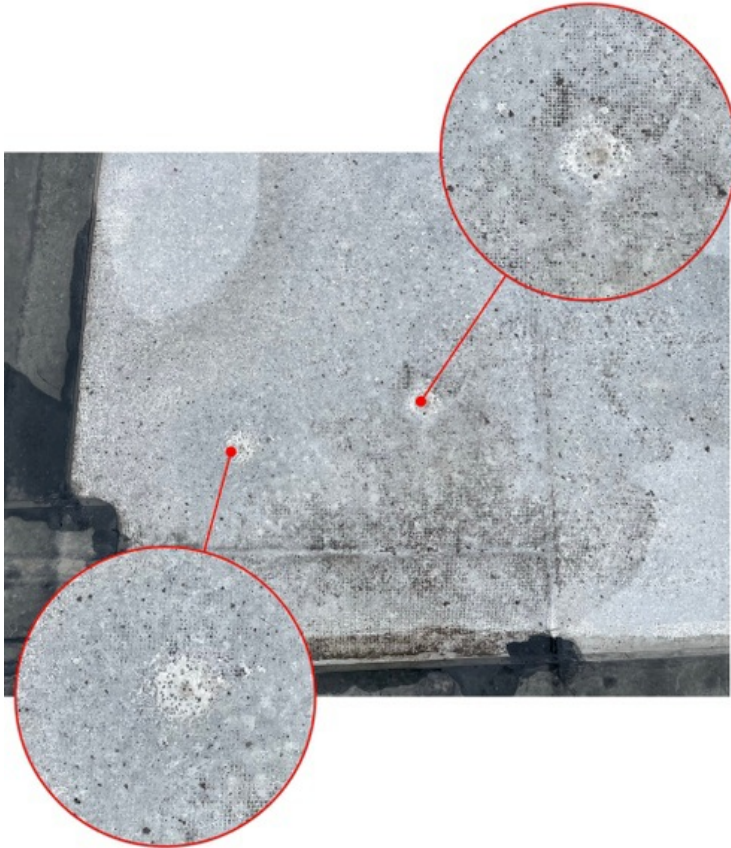


Photo 7

Fastener Back-Out: This condition can occur on mechanically fastened roof systems depending upon the location of the fastener.



Photo 8

Previously reinforced seams, approximately 10 years old.



Photo 9

Fastener Back-Out: This condition can occur on mechanically fastened roof systems depending upon the location of the fastener.

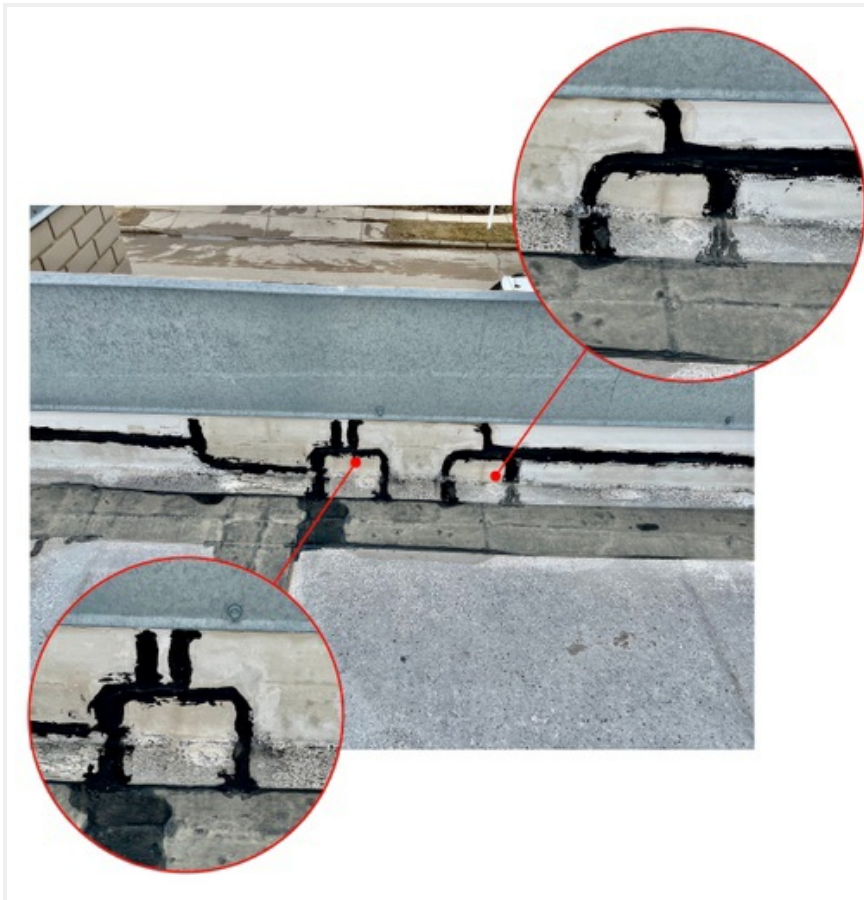


Photo 10

Previously reinforced seams, approximately 10 years old.



Photo 11

Previously reinforced seams, beginning to fail in spots.



Photo 12

Drain Screen: Missing



Photo 13

Pitch Pocket Deterioration:

Metal protrusions that penetrate the roof system to allow conduits to run from the rooftop into the building. Movement from the protrusion can break the waterproofing compound, creating cracks. Over time, the release of solvents from the compound can cause the material to shrink, leaving gaps along the edges of the pan and around structural support. Water can enter through a defective pitch pan and find its way into the interior of the building. Moisture can also penetrate into the roof system leading to premature failure.



Photo 14

Penetrations:

Waterproofing around some penetrations beginning to deteriorate.



Photo 15

Ponding: Ponding water occurs when moisture collects in large pools on the surface of a roof system



Photo 16

Ponding: Ponding water occurs when moisture collects in large pools on the surface of a roof system



Photo 17

Previously reinforced seams, approximately 10 years old.



Photo 18

Caulking Deterioration: As caulking is exposed to UV rays and temperature fluctuations it loses its flexibility and develops cracks. Once this occurs splits develop allowing water to penetrate walls and buildings causing damage as well as leaks.



Photo 19

Previously reinforced seams, approximately 10 years old.



Photo 20

Previous patches.



Photo 21

Fastener Back-Out: This is a common condition with through fastened metal roof systems. Metal expands and contracts at a higher rate than other building components. Seasonal expansion on a one foot section of metal typically exceeds 1,000 lb per foot. As most of the fasteners used with this system have about 300 lbs per foot shear resistance you would need more than three of these fasteners per foot to control the movement. Spacing typically is 8" – 12" on center in this application. This extra stress leads to two conditions 1) fastener back-out and 2) fastener shear or panel damage. The fasteners used are called cap screws and feature a neoprene grommet as the primary seal at the fastener penetration through the panel. Unfortunately these grommets typically dry out after 5-7 years creating a leak source at the fastener. Additionally there is an element of thermal bridging with the fastener that helps to exacerbate the condition. In this case water can then enter the building and walls leading to structural element damage.




Solution Options

Client: City of Prince Albert

Facility: Library

Roof Section: Entire Roof

Maintenance Options

Solution Option:	Maintenance 	Action Year:	2022
Square Footage:	14,200	Expected Life (Years):	3
Budget Range:	\$12,500.00 - \$25,000.00		

Scope of Work: Roof Maintenance - Deteriorated Seams, stacks and pitch pockets

- Powerwash/clean most deteriorated seams
- Apply Base Coat over identified seams at 32 wet mils
- Allow to dry for 24-48 hours
- Apply Top Coat over most deteriorated seams at 32 wet mils
- Reinforce around most effected plumbing stacks using same process
- Reinforce around any deteriorated previous repairs using same process
- Fill deteriorated pitch pockets using Garla-Flex mastic
- Ensure all drains are free of debris and allowed to drain properly

Maintenance Options

Solution Option:	Maintenance	Action Year:	2022
Square Footage:	14,200	Expected Life (Years):	3
Budget Range:	\$90,000.00 - \$100,000.00		

Scope of Work: Full Scale Maintenance Scope

- Powerwash/clean all applicable areas
- Apply White Stallion Base Coat over all previously reinforced seams at 32 wet mils
- Allow to dry for 24-48 hours
- Apply White Stallion Top Coat over seams at 32 wet mils
- Reinforce around plumbing stacks using same process
- Reinforce all previous patch repairs using same process
- Fill all pitch pockets using Garla-Flex mastic
- Remove all backed out fasteners from top of coping cap, fill holes with Tuff-Stuff caulking
- Re-fasten coping cap from side, rather than top
- Coat any fasteners starting to back out through the TPO using the same White Stallion Process.
- Ensure all drains are free of debris and allowed to drain properly




Solution Options

Client: City of Prince Albert

Facility: Library

Roof Section: Entire Roof

Replace Options

Solution Option:	Replace 	Action Year:	2025
Square Footage:	14,200	Expected Life (Years):	30
Budget Range:	\$525,000.00 - \$660,000.00		

Scope of Work: Roof Replacement

1. Remove all roof components to roof deck;
2. Install new vapour barrier, cold applied with adhesive;
3. Install new polyisocyanurate insulation, set in hot asphalt;
4. Install new wood fiberboard, set in hot asphalt;
5. Install new SBS modified bitumen generic base sheet, set in hot asphalt;
6. Install new SBS modified bitumen cap sheet, set in hot asphalt;
7. Install new surfacing of gravel adhered in hot asphalt;
8. Install new drains, vents, and steel flashings.

Garland Canada Inc.

Roof Asset Management Program

RAMP



City of
**Prince
Albert**

City of Prince Albert - Police Station Roof Inspection

Prepared For
Don Cheeseman

June 09, 2022

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Client: City of Prince Albert



City of Prince Albert

Client Data

Name	City of Prince Albert		
Address 1	1084 Central Avenue		
City	Prince Albert	Province	Saskatchewan
Postal	S6V 7P3	Country	Canada

Contact Info

Contact Person	Don Cheeseman	Title	Facilities Project Coordinator
Mobile Phone:	-	Office Phone:	(306) 953-4800
Email:	dcheeseman@citypa.com		



Facility Summary

Client: City of Prince Albert

Facility: Police Station



Facility Data

Address 1	45 15 St W
City	Prince Albert
Province	Saskatchewan
Postal	S6V 3P4
Type of Facility	Municipal
Square Footage	13,496
Contact Person	Don Cheeseman

Asset Information

Name	Date Installed	Square Footage	Roof Access
Entire Roof	~1985	13,496	Attached Ladder



since 1895

ROOF MEASUREMENT REPORT

45 15 St W, Prince Albert, SK S6V3P4

Report Contents



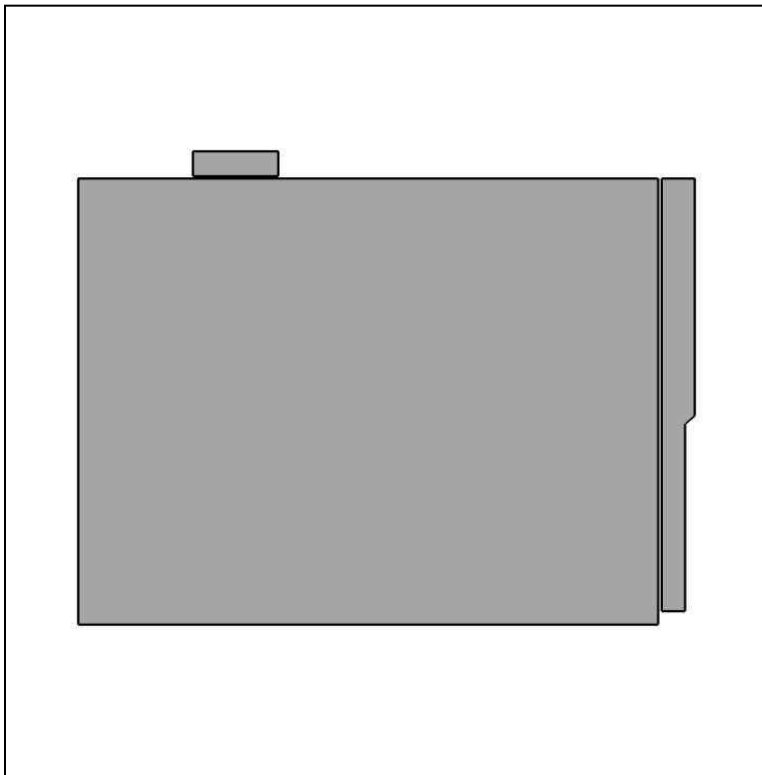
- Images1
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- Penetrations Diagram7
- Notes Diagram8
- Property Info.....9
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Report Details

Date:	05/26/2022
Report:	46280535

Roof Details

Total Area:	13,496 sq ft
Total Roof Facets:	3
Predominant Pitch:	0/12
Number of Stories:	>1
Total Ridges/Hips:	0 ft
Total Valleys:	0 ft
Total Rakes:	0 ft
Total Eaves:	0 ft
Total Penetrations:	41
Total Penetrations Perimeter:	281 ft
Total Penetrations Area:	316 sq ft



In this 3D model, facets appear as semi-transparent to reveal overhangs.

Contact Us

Contact: Brett Foote
 Company: Garland Company Inc.
 Address: 3800 East 91St
 Cleveland OH 44105
 Phone: 306-914-3514

Measurements provided by www.eagleview.com

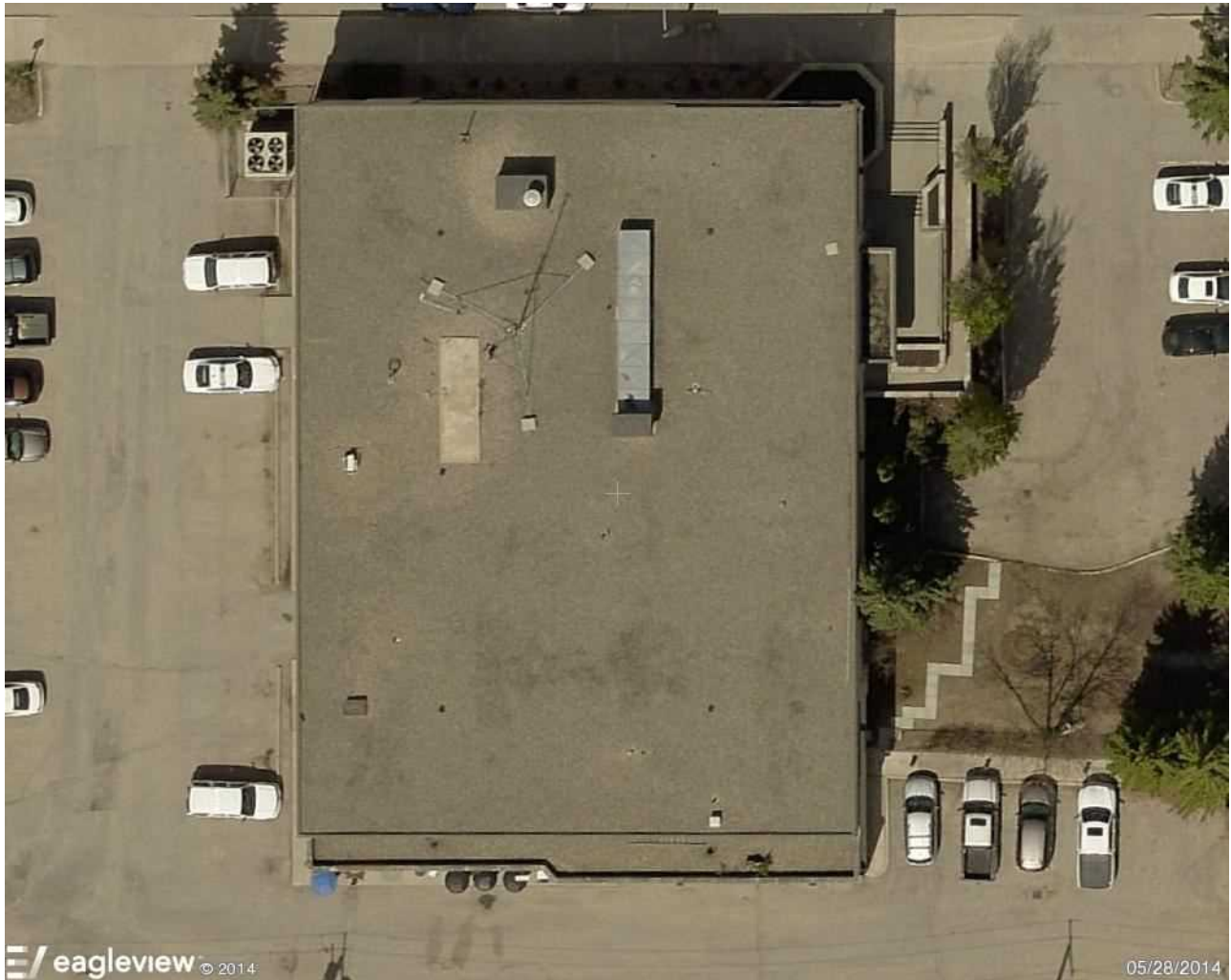


Certified Accurate

www.eagleview.com/Guarantee.aspx

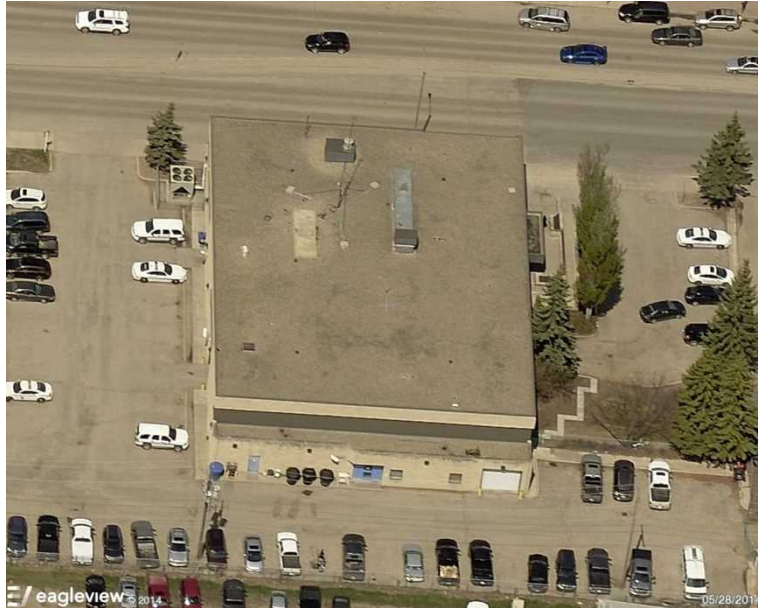
REPORT IMAGES

The following aerial images show different angles of this structure for your reference.



Top View

REPORT IMAGES

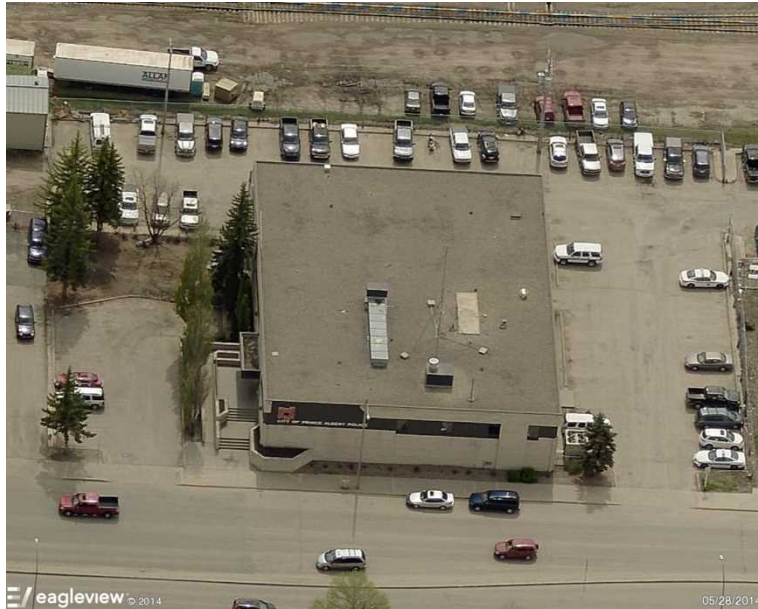


North View

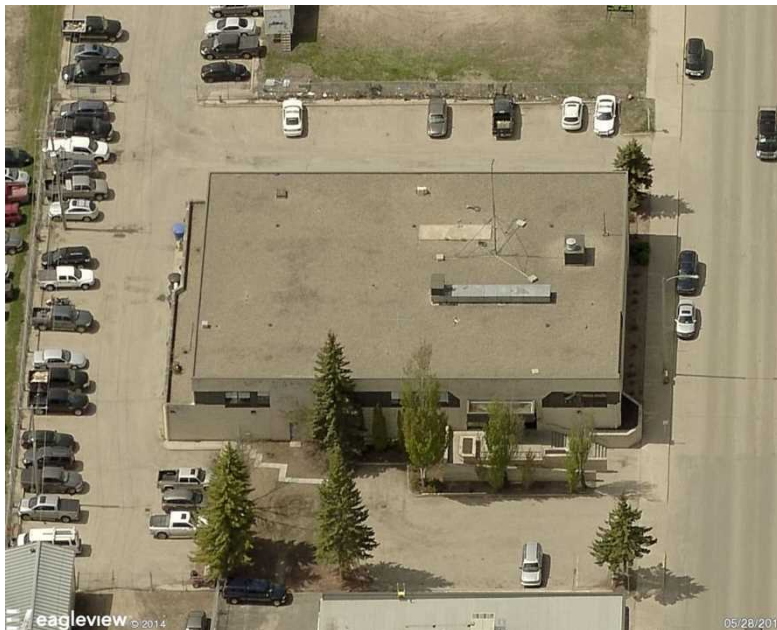


East View

REPORT IMAGES



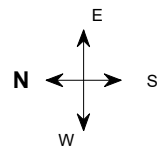
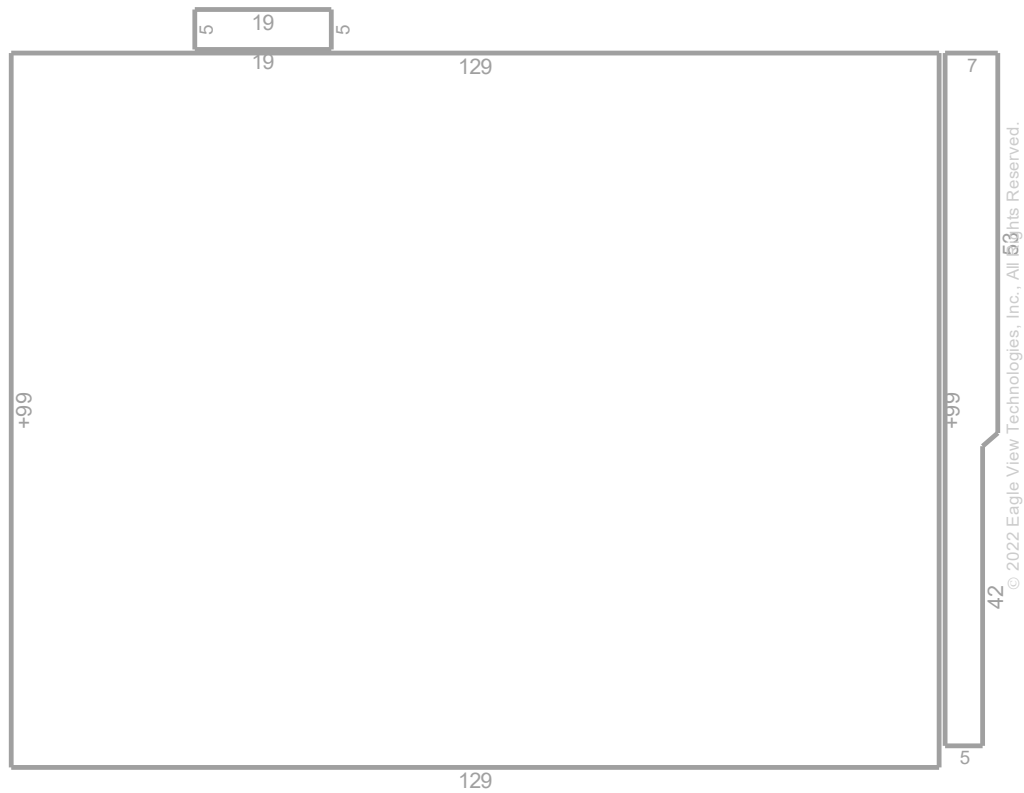
South View



West View

LENGTH DIAGRAM

Total Line Lengths: **Ridges = 0 ft** **Valleys = 0 ft** **Flashing = 0 ft** **Eaves = 0 ft**
 Hips = 0 ft **Rakes = 0 ft** **Step flashing = 0 ft** **Parapets = 711 ft**



Note: This diagram contains segment lengths (rounded to the nearest whole number) over 5 feet. In some cases, segment labels have been removed for readability. Plus signs preface some numbers to avoid confusion when rotated (e.g. +6 and +9).

PITCH DIAGRAM

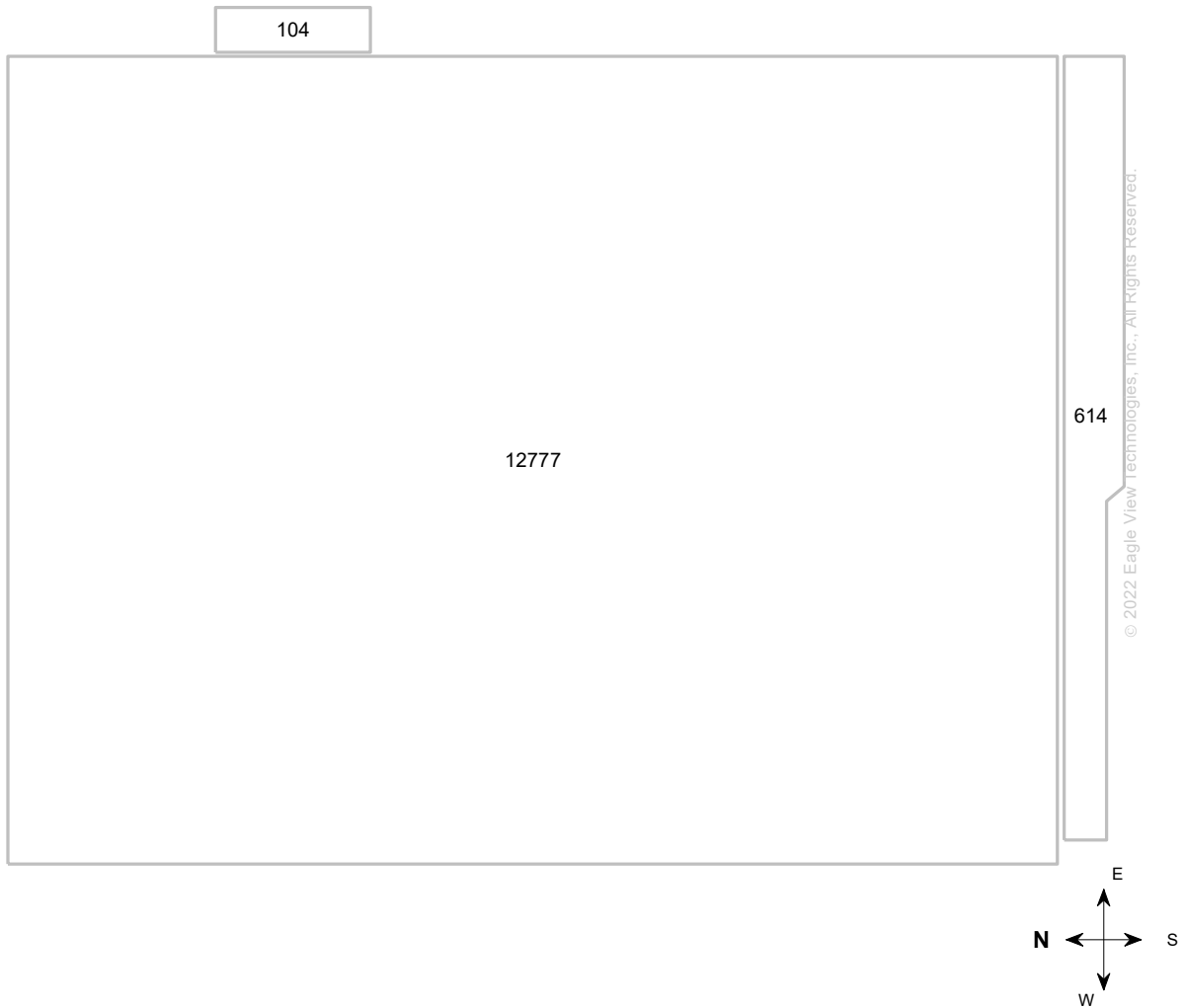
Pitch values are shown in inches per foot, and arrows indicate slope direction. The predominant pitch on this roof is 0/12.



Note: This diagram contains labeled pitches for facet areas larger than 20 square feet. In some cases, pitch labels have been removed for readability. Gray shading indicates flat, 1/12 or 2/12 pitches. If present, a value of "F" indicates a flat facet (no pitch).

AREA DIAGRAM

Total Area = 13,496 sq ft, with 3 facets.



Note: This diagram shows the square feet of each roof facet (rounded to the nearest foot). The total area in square feet, at the top of this page, is based on the non-rounded values of each roof facet (rounded to the nearest square foot after being totaled).

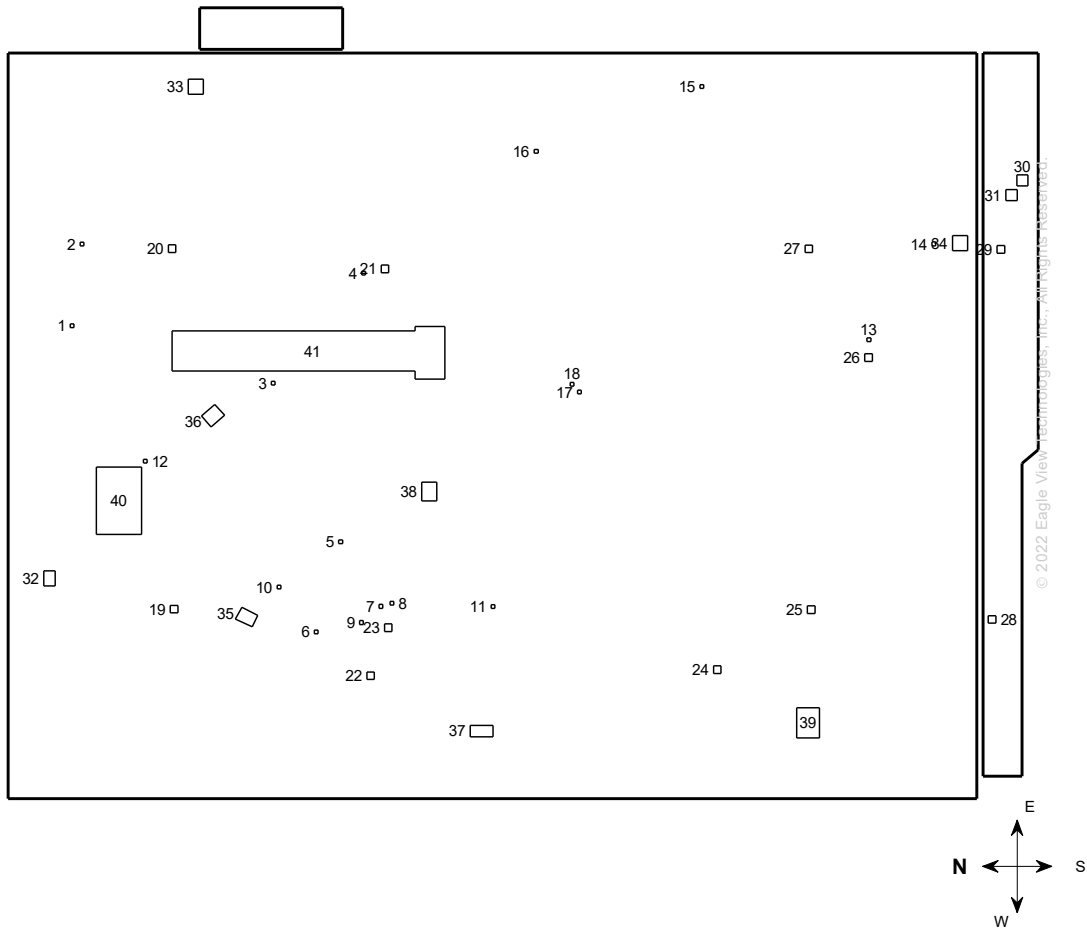
PENETRATIONS

Penetrations Notes Diagram

Penetrations are labeled from smallest to largest for easy reference.

Total Penetrations: 41
Total Penetrations Perimeter = 281 ft

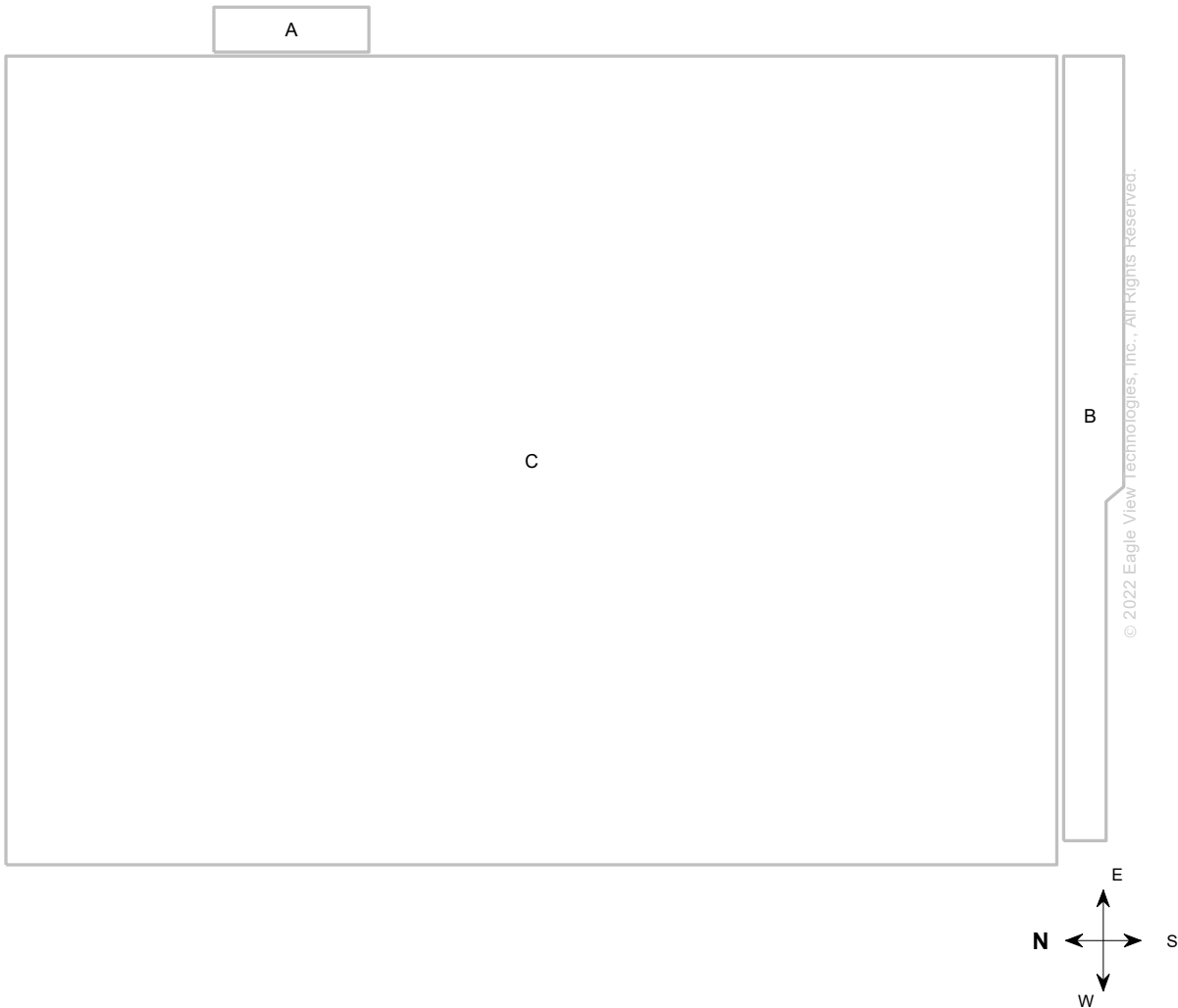
Total Penetrations Area: 316 sq ft
Total Roof Area Less Penetrations = 13,180 sq ft



Note: Any measured penetration smaller than 3x3 feet may need field verification. Accuracy is not guaranteed. The total penetration area is not subtracted from the total roof area.

NOTES DIAGRAM

Roof facets are labeled from smallest to largest (A to Z) for easy reference.



Property Info



Property Location

Longitude = -105.7554977

Latitude = 53.1991115

Online map of property:

http://maps.google.com/maps?f=g&source=s_q&hl=en&geocode=&q=45+15+St+W,Prince+Albert,SK,S6V3P4

Property Info

Year Built:

Effective Year Built: *

*



Notes

This was ordered as a commercial property. There were no changes to the structure in the past four years.

REPORT SUMMARY

Below is a measurement summary using the values presented in this report.

Lengths, Areas and Pitches

Ridge	0 ft (0 Ridges)
Hips.....	0 ft (0 Hips)
Valleys	0 ft (0 Valleys)
Rakes*	0 ft (0 Rakes)
Eaves/Starter**	0 ft (0 Eaves)
Drip Edge (Eaves + Rakes)	0 ft (0 Lengths)
Parapet Walls.....	711 ft (14 Lengths)
Flashing	0 ft (0 Lengths)
Step Flashing	0 ft (0 Lengths)
Total Area	13,496 sq ft
Total Penetrations Area.....	316 sq ft
Total Roof Area Less Penetrations	13,180 sq ft
Total Penetrations Perimeter.....	281 ft
Predominant Pitch.....	0/12



Total Roof Facets = 3

*Rakes are defined as roof edges that are sloped (not level).
 ** Eaves are defined as roof edges that are not sloped and level.

Areas per Pitch

Roof Pitches	0/12
Area (sq ft)	13495.8
% of Squares	100%

The table above lists each pitch on this roof and the total area and percent (both rounded) of the roof with that pitch.

Waste Calculation Table

Waste %	0%	10%	12%	15%	17%	20%	22%
Area (sq ft)	13,496	14845.6	15115.5	15520.4	15790.3	16195.2	16465.1
Squares	135.0	148.5	151.2	155.2	157.9	162.0	164.7

This table shows the total roof area and squares (rounded up to the nearest decimal) based upon different waste percentages. The waste factor is subject to the complexity of the roof, individual roofing techniques and your experience. Please consider this when calculating appropriate waste percentages. Note that only roof area is included in these waste calculations. Additional materials needed for ridge, hip, valley, and starter lengths are not included.

Parapet Calculation Table

Wall Height (ft)	1	2	3	4	5	6	7
Vertical Wall Area (sq ft)	711	1422	2133	2844	3555	4266	4977

This table provides common parapet wall heights to aid you in calculating the total vertical area of these walls. Note that these values assume a 90 degree angle at the base of the wall. Allow for extra materials to cover cant strips and tapered edges.



ROOF MEASUREMENT REPORT

Penetration Table	1-18	19-29	30-31	32	33-34	35	36	37	38	39
Area (sq ft)	0.2	1	2.2	3	4	4.2	4.5	4.5	5	12
Perimeter (ft)	2	4	6	7	8	8.4	8.6	9	9	14
	40	41								
Area (sq ft)	54	201.2								
Perimeter (ft)	30	86.6								

Any measured penetration smaller than 3x3 feet may need field verification. Accuracy is not guaranteed. The total penetration area is not subtracted from the total roof area.



5/27/2022

Re: CLEAR Program Test Results
Project: RD-414-417

Dear Brett,

Thank you for sending your roof core samples for testing through the CLEAR program. We have completed comprehensive testing of your sample and the results are included with this package. Your test results may include the analysis of the items requested, such as:

- Tensile Strength
- Inter-ply/Surface Bitumen Softening Point/Penetration
- Ply/Bitumen and Scrim Type
- Number of Plies
- Bitumen Weight/Application Rate
- Flexural Strength

Now that you have the results, as a reminder, some objectives of this program are to help you to answer questions like:

- Is the roof failing? Why?
- Expected remaining useful life, approximately?
- Does this sample indicate that this roof needs replaced? Or is this a possible restoration candidate?
- Were there application errors during installation?

If you are looking to restore the roof and these results show this to be a potential candidate, but you need to truly determine if this is a good option for the client, the next steps are:

- Reference the Restoration warranty System Overview document on the Garland HQ.
- Full visual inspection of the rest of the roof and if conditions are suitable
- A quality moisture survey (Infrared or Nuclear) to determine whether the roof is dry enough and what areas of the roof need to be replaced
 - Less than 30% moisture contained within the system is a good benchmark for a cost-effective option versus a replacement
 - A stamped engineering report is best, if possible
- Determine whether the flashings and penetration points need to be replaced, rather than only coated to make the desired restoration warranty period
- Consider which Garland restoration systems make sense. If you are unsure, reach out to the Product Management Team for assistance.

If you have questions about these test results, feel free to call Derek Scavuzzo at 216-430-3520.

Sincerely,
The Garland Laboratory Team



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Toll Free: 0800 328 5560



Police Station

<i>Property</i>	<i>Core Sample</i>	<i>Test Method</i>	<i>Notes</i>
Core Size	13" x 11.5"	ASTM D2829	N/A
Core Weight	2.51 lbs	ASTM D2829	N/A
Surfacing Type	IRMA	Visual	N/A
Ply Type	Felt Paper Felt Paper Felt Paper Felt Paper	ASTM D2829	N/A
Number of Plies	4	ASTM D2829	N/A
Bitumen Type	Asphalt	Solvent Test	N/A
Interply Softening Point	206.2 °F	ASTM D3461	Out of range per type III asphalt
Flood Coat Softening Point	225.2 °F	ASTM D3461	Out of range per type IV asphalt
Pen	20 dmm/ 5 sec	ASTM D5	Within range per type III asphalt
Flexural Strength	N/A	NBS	N/A
Puncture	102.8 lbf	NBS	Exceeded recommended 5 lb minimum
Tensile Strength	N/A	ASTM D2523	N/A
Elongation	N/A	ASTM D2523	N/A



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Police Station Conclusion

The 30 year old core sample is from a 4 ply inverted roofing membrane assembly (IRMA) with felt paper interplies in an asphalt adhesive. The interplies were very easily delaminated by hand as shown in Figure 9. The interplies and overall thickness of the core imply that the system was installed at a lower than specified temperature resulting in thick, viscous layers. The thickest point of adhesive was measured at 125 mils. A typical interply thickness when installed correctly is between 32-40 mils. Due to the overall thickness of the core, specimens could not be cut for tensile, elongation, and flexural strength. A surface coating was used on the membrane, which is unusual for an IRMA system. Instead, a final layer such as paving stones typically protect the membrane from the elements. The softening point and pen tests show that the asphalt adhesive and flood coat responsible for keeping the system intact has lost its oils over time, causing the system to become more brittle. The sample performed well when undergoing puncture testing, implying that the system can withstand foot traffic and most weather phenomena.



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Figure 7: Police Station top view.

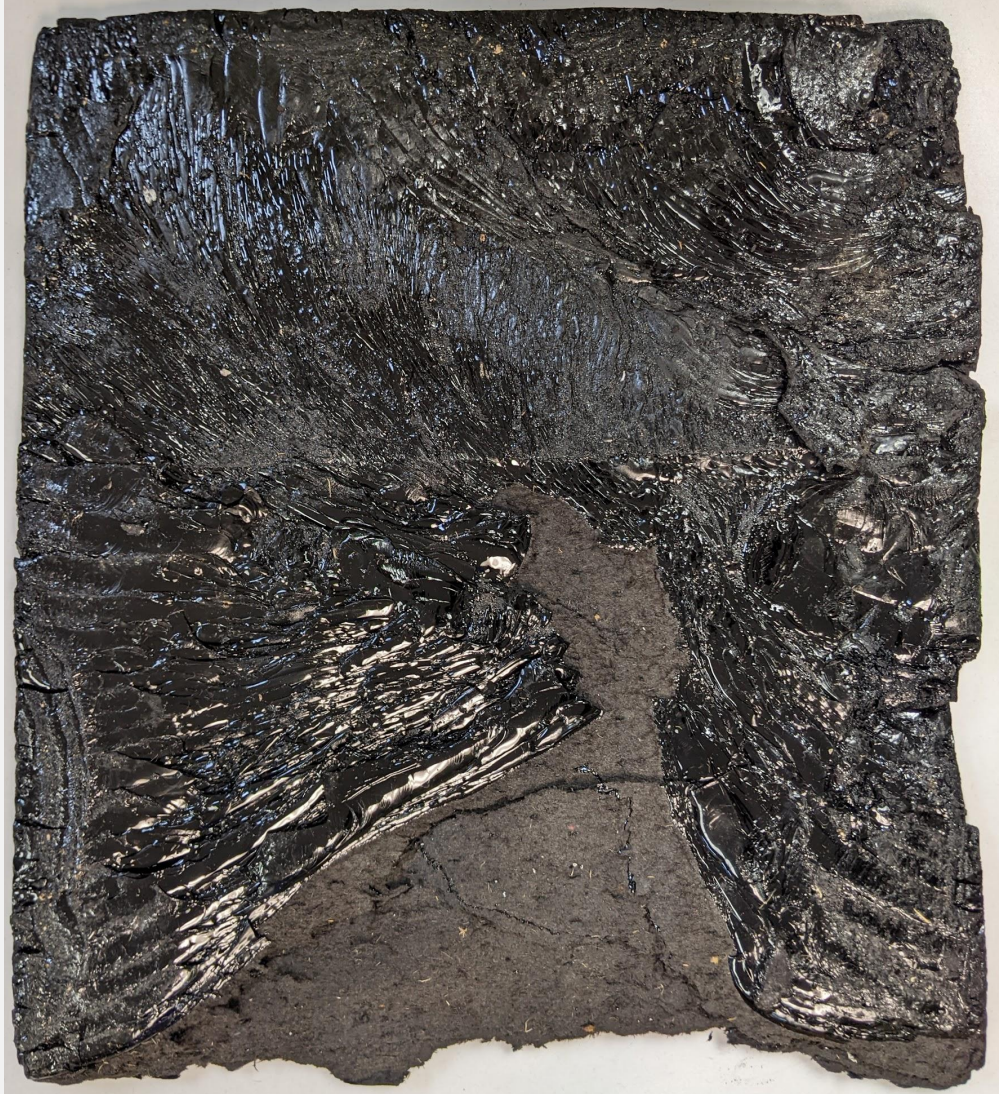


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Figure 8: Police Station bottom view.

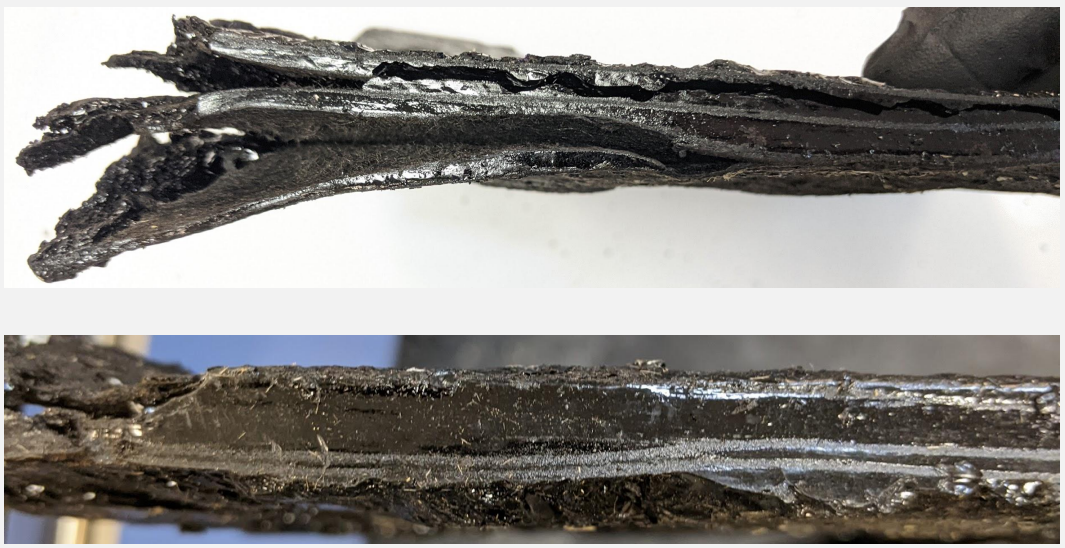


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Figure 9: Police Station side profile.

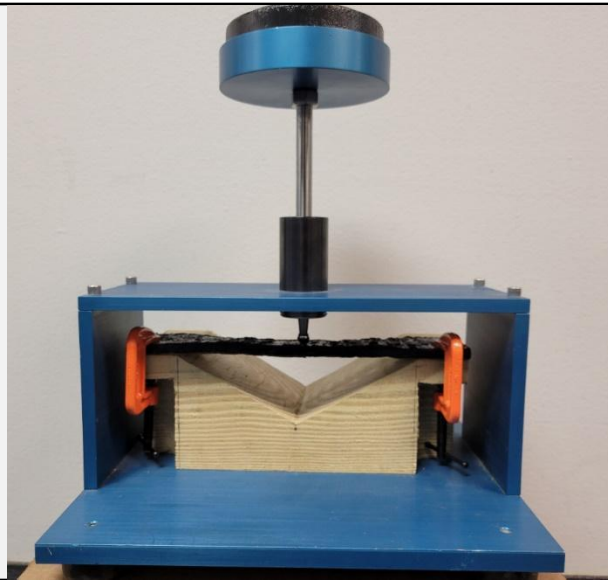


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Figure 17: Sample image of the flexural strength testing apparatus.



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Photo Report

Client: City of Prince Albert

Facility: Police Station

Roof Section: Entire Roof

Report Date: 05/26/2022

Title: Police Station Initial Inspection



Photo 1

Roof Section - I.R.M.A.

In a protected membrane roof, also known as an **inverted roof membrane assembly (IRMA)**, the insulation is installed on top of the membrane.

CLEAR Analysis: The 30 year old core sample is from a 4 ply inverted roofing membrane assembly (IRMA) with felt paper interplies in an asphalt adhesive. The interplies were very easily delaminated by hand as shown in Figure 9. The interplies and overall thickness of the core imply that the system was installed at a lower than specified temperature resulting in thick, viscous layers. The thickest point of adhesive was measured at 125 mils. A typical interply thickness when installed correctly is between 32-40 mils. Due to the overall thickness of the core, specimens could not be cut for tensile, elongation, and flexural strength. A surface coating was used on the membrane, which is unusual for an IRMA system. Instead, a final layer such as paving stones typically protect the membrane from

the elements. The softening point and pen tests show that the asphalt adhesive and flood coat responsible for keeping the system intact has lost its oils over time, causing the system to become more brittle. The sample performed well when undergoing puncture testing, implying that the system can withstand foot traffic and most weather phenomena.



Photo 2

Insulation: Extruded polystyrene insulation beginning to shrink from exposure to UV and other elements. EPS also experiences post-molding shrinkage; it shrinks dimensionally from its molded size after processing.



Photo 3

Caulking Deterioration: As caulking is exposed to UV rays and temperature fluctuations it loses its flexibility and develops cracks. Once this occurs splits develop allowing water to penetrate walls and buildings causing damage as well as leaks.



Photo 4

Caulking Deterioration: As caulking is exposed to UV rays and temperature fluctuations it loses its flexibility and develops cracks. Once this occurs splits develop allowing water to penetrate walls and buildings causing damage as well as leaks.



Photo 5

Caulking Deterioration: As caulking is exposed to UV rays and temperature fluctuations it loses its flexibility and develops cracks. Once this occurs splits develop allowing water to penetrate walls and buildings causing damage as well as leaks.



Photo 6

Drain Screen: Cracked



Photo 7

Insulation: Extruded polystyrene insulation beginning to shrink from exposure to UV and other elements. EPS also experiences post- molding shrinkage; it shrinks dimensionally from its molded size after processin

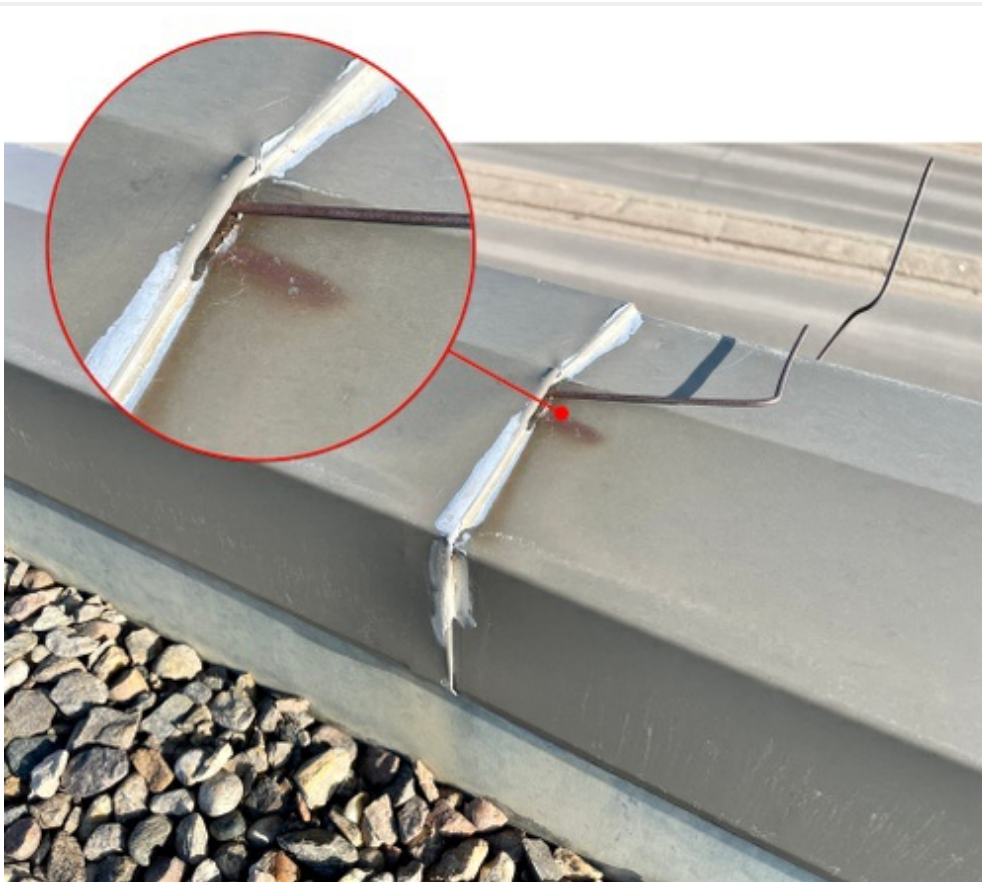


Photo 8

Caulking Deterioration: As caulking is exposed to UV rays and temperature fluctuations it loses its flexibility and develops cracks. Once this occurs splits develop allowing water to penetrate walls and buildings causing damage as well as leaks.



Photo 9

Caulking Deterioration: As caulking is exposed to UV rays and temperature fluctuations it loses its flexibility and develops cracks. Once this occurs splits develop allowing water to penetrate walls and buildings causing damage as well as leaks.

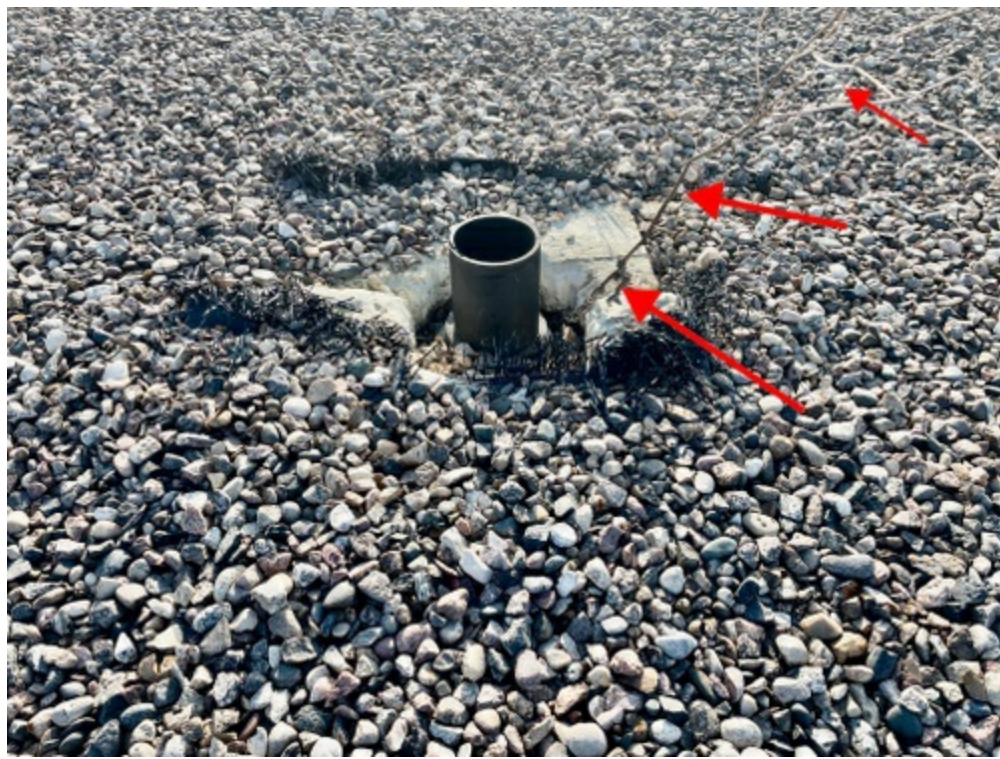


Photo 10

Insulation: Extruded polystyrene insulation beginning to shrink from exposure to UV and other elements. EPS also experiences post- molding shrinkage; it shrinks dimensionally from its molded size after processing.



Photo 11

Insulation: Extruded polystyrene insulation beginning to shrink from exposure to UV and other elements. EPS also experiences post- molding shrinkage; it shrinks dimensionally from its molded size after processing.



Photo 12

CLEAR Membrane Analysis: Fire extinguisher present when torch is being used



Photo 13

CLEAR Membrane
Analysis: Removal of
EPS insulation to get to
water proofing
membrane



Photo 14

CLEAR Membrane
Analysis: Removal of
waterproofing
membrane



Photo 15

**CLEAR Membrane
Analysis:** Properly
cleaning and drying area
before repair



Photo 16

**CLEAR Membrane
Analysis:** Repairing CLEAR
membrane sample



Photo 17

CLEAR Membrane

Analysis: EPS put back into place



Photo 18

CLEAR Membrane

Analysis: Covered with gravel and returned to its previous condition



Solution Options

Client: City of Prince Albert

Facility: Police Station

Roof Section: Entire Roof

Replace Options

Solution Option:	Replace	Action Year:	2024
Square Footage:	13,496	Expected Life (Years):	30
Budget Range:	\$390,000.00 - \$455,000.00		

Scope of Work: Replacement

1. Remove all roof components to roof deck;
2. Install new vapour barrier, cold applied with adhesive;
3. Install new polyisocyanurate insulation, set in hot asphalt;
4. Install new wood fiberboard, set in hot asphalt;
5. Install new SBS modified bitumen generic base sheet, set in hot asphalt;
6. Install new SBS modified bitumen cap sheet, set in hot asphalt;
7. Install new surfacing of gravel adhered in hot asphalt;
8. Install new drains, vents, and steel flashings.

Garland Canada Inc.

Roof Asset Management Program

R A M P.



City of
**Prince
Albert**

City of Prince Albert - Municipal Services Centre Roof Inspection

Prepared By
Brett Foote

Prepared For
Don Cheeseman

June 10, 2022

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Facility Summary

Client: City of Prince Albert

Facility: Municipal Services Centre

Facility Data

Address 1	11 38 St E
City	Prince Albert
Province	Saskatchewan
Postal	S6W1A5
Type of Facility	Municipal
Square Footage	31,408
Contact Person	Don Cheeseman

Asset Information

Name	Date Installed	Square Footage	Roof Access
Lower Section(Middle)	-	7,743	Attached Ladder
Upper Section(East)	-	17,548	Attached Ladder
Upper Section(West)	-	6,118	Attached Ladder

ROOF MEASUREMENT REPORT

11 38 St E, Prince Albert, SK S6W1A5

Report Contents



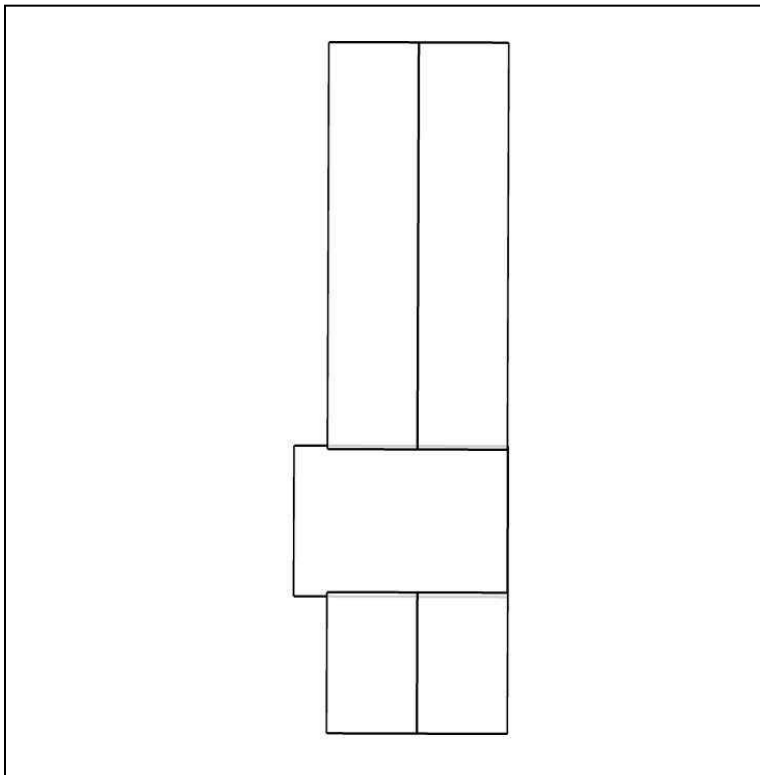
- Images1
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- Pitch Diagram.....5
- Area Diagram6
- Penetrations Diagram7
- Notes Diagram8
- Property Info.....9
- Report Summary.....10

Report Details

Date:	05/28/2022
Report:	46333276

Roof Details

Total Area:	31,408 sq ft
Total Roof Facets:	5
Predominant Pitch:	1/12
Number of Stories:	>1
Total Ridges/Hips:	269 ft
Total Valleys:	0 ft
Total Rakes:	0 ft
Total Eaves:	0 ft
Total Penetrations:	50
Total Penetrations Perimeter:	451 ft
Total Penetrations Area:	486 sq ft



In this 3D model, facets appear as semi-transparent to reveal overhangs.

Contact Us

Contact: Brett Foote
 Company: Garland Company Inc.
 Address: 3800 East 91St
 Cleveland OH 44105
 Phone: 306-914-3514

Measurements provided by www.eagleview.com



Certified Accurate

www.eagleview.com/Guarantee.aspx

REPORT IMAGES

The following aerial images show different angles of this structure for your reference.



Top View

REPORT IMAGES



North View



East View

REPORT IMAGES



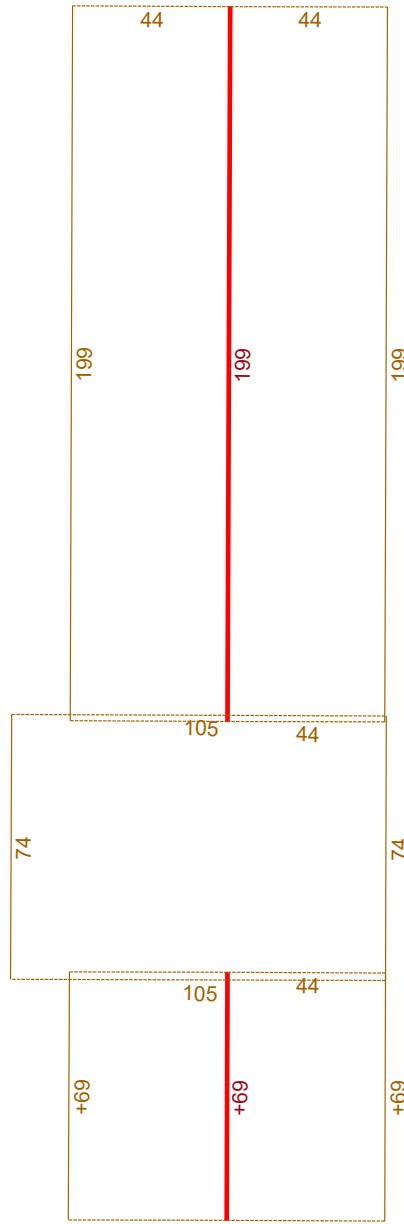
South View



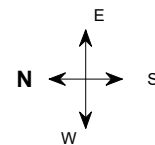
West View

LENGTH DIAGRAM

Total Line Lengths: Ridges = 269 ft Valleys = 0 ft Flashing = 685 ft Eaves = 0 ft
 Hips = 0 ft Rakes = 0 ft Step flashing = 564 ft Parapets = 0 ft



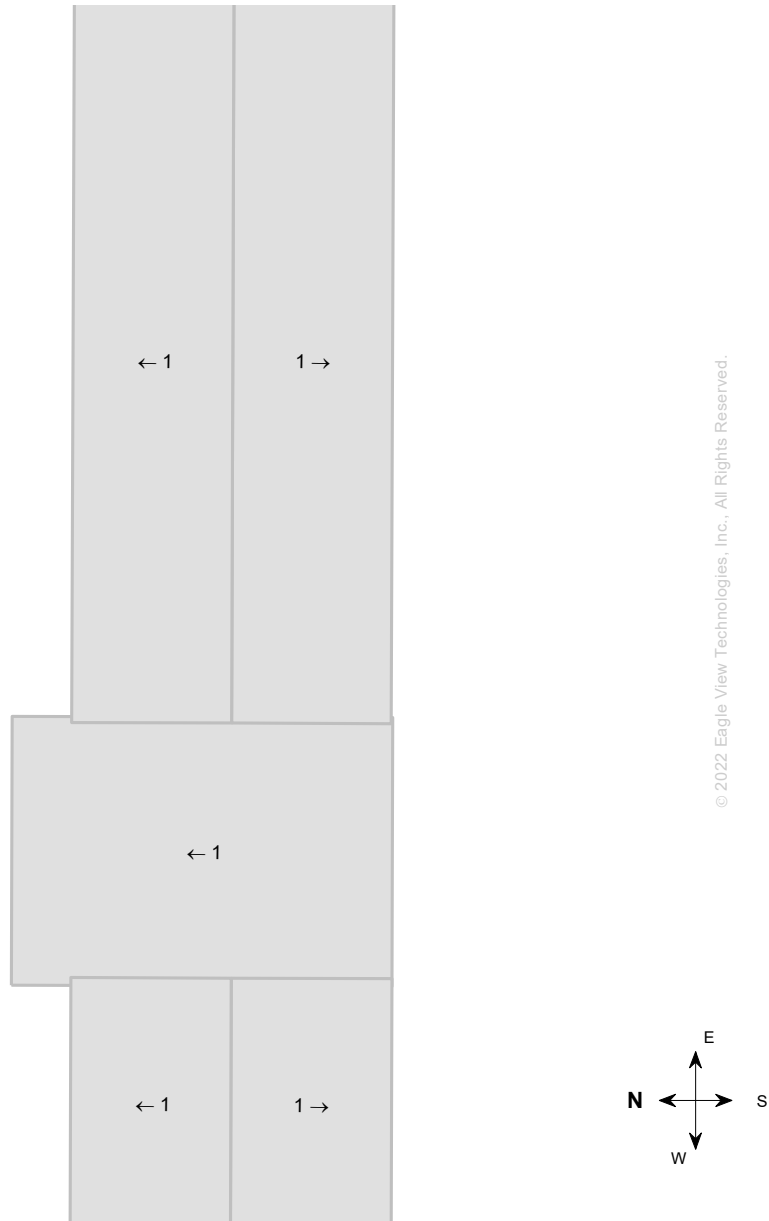
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Note: This diagram contains segment lengths (rounded to the nearest whole number) over 5 feet. In some cases, segment labels have been removed for readability. Plus signs preface some numbers to avoid confusion when rotated (e.g. +6 and +9).

PITCH DIAGRAM

Pitch values are shown in inches per foot, and arrows indicate slope direction. The predominant pitch on this roof is 1/12.

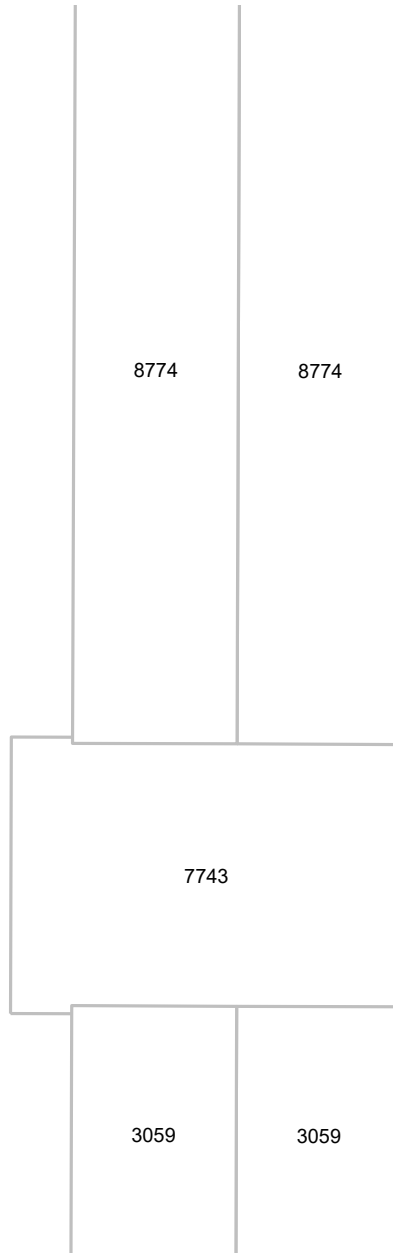


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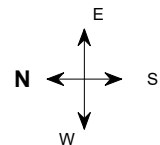
Note: This diagram contains labeled pitches for facet areas larger than 20 square feet. In some cases, pitch labels have been removed for readability. Gray shading indicates flat, 1/12 or 2/12 pitches. If present, a value of "F" indicates a flat facet (no pitch).

AREA DIAGRAM

Total Area = 31,408 sq ft, with 5 facets.



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Note: This diagram shows the square feet of each roof facet (rounded to the nearest foot). The total area in square feet, at the top of this page, is based on the non-rounded values of each roof facet (rounded to the nearest square foot after being totaled).

PENETRATIONS

Penetrations Notes Diagram

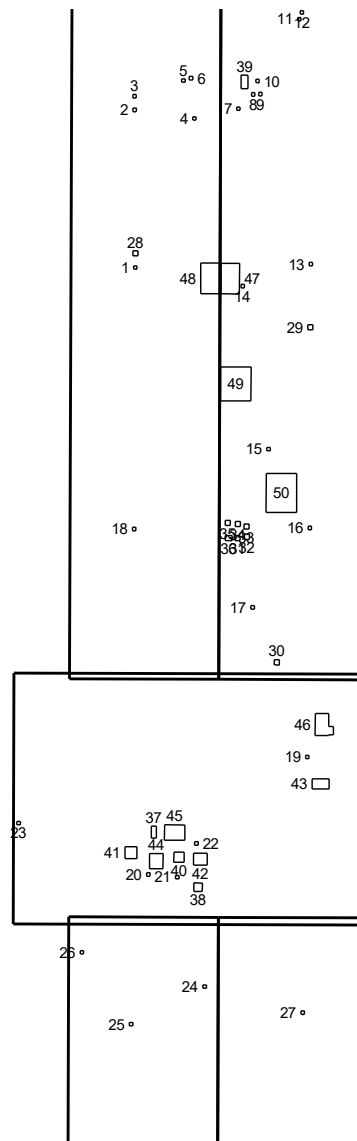
Penetrations are labeled from smallest to largest for easy reference.

Total Penetrations: 50

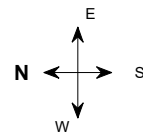
Total Penetrations Perimeter = 451 ft

Total Penetrations Area: 486 sq ft

Total Roof Area Less Penetrations = 30,922 sq ft



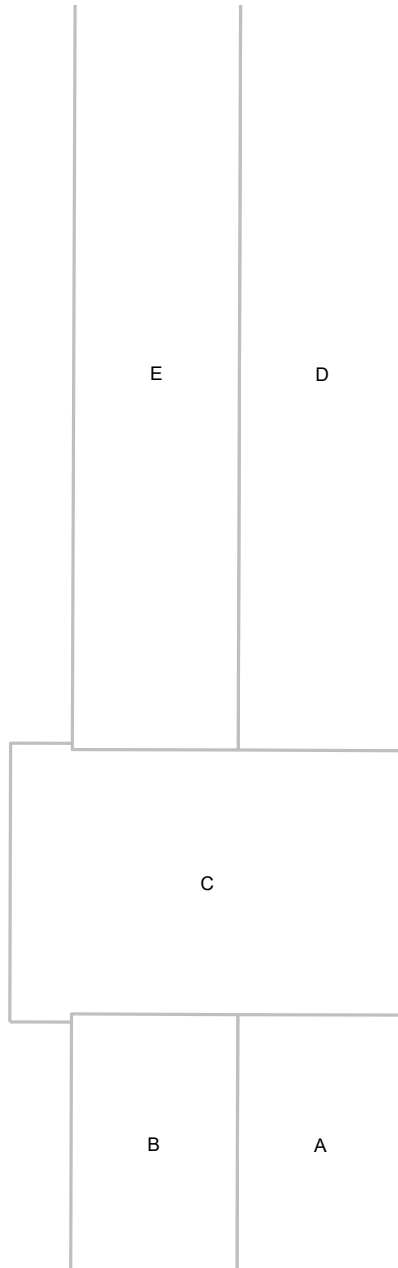
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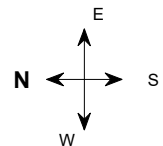
Note: Any measured penetration smaller than 3x3 feet may need field verification. Accuracy is not guaranteed. The total penetration area is not subtracted from the total roof area.

NOTES DIAGRAM

Roof facets are labeled from smallest to largest (A to Z) for easy reference.



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Property Info



Property Location

Longitude = -105.7525112

Latitude = 53.1780028

Online map of property:

http://maps.google.com/maps?f=g&source=s_q&hl=en&geocode=&q=11+38+St+E,Prince+Albert,SK,S6W1A5

Property Info

Year Built:

Effective Year Built: *

*



Notes

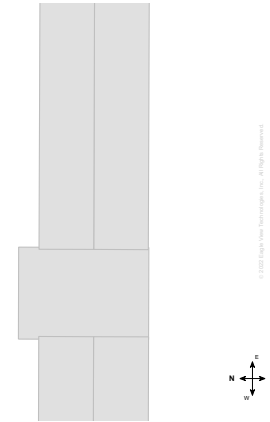
This was ordered as a commercial property. There were no changes to the structure in the past four years.

REPORT SUMMARY

Below is a measurement summary using the values presented in this report.

Lengths, Areas and Pitches

Ridge.....	269 ft (2 Ridges)
Hips.....	0 ft (0 Hips)
Valleys.....	0 ft (0 Valleys)
Rakes*.....	0 ft (0 Rakes)
Eaves/Starter**.....	0 ft (0 Eaves)
Drip Edge (Eaves + Rakes).....	0 ft (0 Lengths)
Parapet Walls.....	0 ft (0 Lengths)
Flashing.....	685 ft (6 Lengths)
Step Flashing.....	564 ft (10 Lengths)
Total Area.....	31,408 sq ft
Total Penetrations Area.....	486 sq ft
Total Roof Area Less Penetrations.....	30,922 sq ft
Total Penetrations Perimeter.....	451 ft
Predominant Pitch.....	1/12



Total Roof Facets = 5

*Rakes are defined as roof edges that are sloped (not level).
 ** Eaves are defined as roof edges that are not sloped and level.

Areas per Pitch

Roof Pitches	1/12
Area (sq ft)	31407.3
% of Squares	100%

The table above lists each pitch on this roof and the total area and percent (both rounded) of the roof with that pitch.

Waste Calculation Table

Waste %	0%	10%	12%	15%	17%	20%	22%
Area (sq ft)	31,408	34548.8	35177.0	36119.2	36747.4	37689.6	38317.8
Squares	314.1	345.5	351.8	361.2	367.5	376.9	383.2

This table shows the total roof area and squares (rounded up to the nearest decimal) based upon different waste percentages. The waste factor is subject to the complexity of the roof, individual roofing techniques and your experience. Please consider this when calculating appropriate waste percentages. Note that only roof area is included in these waste calculations. Additional materials needed for ridge, hip, valley, and starter lengths are not included.



ROOF MEASUREMENT REPORT

Penetration Table	1-27	28-35	36	37	38	39	40	41	42	43
Area (sq ft)	1	2.3	3	5.3	6.3	8	9	12.2	14	15
Perimeter (ft)	4	6	7	10	10	12	12	14	15	16
	44	45	46	47-48	49	50				
Area (sq ft)	18	27	29.5	49.5	90	103.5				
Perimeter (ft)	17	21	23.8	29	38	41				

Any measured penetration smaller than 3x3 feet may need field verification. Accuracy is not guaranteed. The total penetration area is not subtracted from the total roof area.



5/27/2022

Re: CLEAR Program Test Results
Project: RD-414-417

Dear Brett,

Thank you for sending your roof core samples for testing through the CLEAR program. We have completed comprehensive testing of your sample and the results are included with this package. Your test results may include the analysis of the items requested, such as:

- Tensile Strength
- Inter-ply/Surface Bitumen Softening Point/Penetration
- Ply/Bitumen and Scrim Type
- Number of Plies
- Bitumen Weight/Application Rate
- Flexural Strength

Now that you have the results, as a reminder, some objectives of this program are to help you to answer questions like:

- Is the roof failing? Why?
- Expected remaining useful life, approximately?
- Does this sample indicate that this roof needs replaced? Or is this a possible restoration candidate?
- Were there application errors during installation?

If you are looking to restore the roof and these results show this to be a potential candidate, but you need to truly determine if this is a good option for the client, the next steps are:

- Reference the Restoration warranty System Overview document on the Garland HQ.
- Full visual inspection of the rest of the roof and if conditions are suitable
- A quality moisture survey (Infrared or Nuclear) to determine whether the roof is dry enough and what areas of the roof need to be replaced
 - Less than 30% moisture contained within the system is a good benchmark for a cost-effective option versus a replacement
 - A stamped engineering report is best, if possible
- Determine whether the flashings and penetration points need to be replaced, rather than only coated to make the desired restoration warranty period
- Consider which Garland restoration systems make sense. If you are unsure, reach out to the Product Management Team for assistance.

If you have questions about these test results, feel free to call Derek Scavuzzo at 216-430-3520.

Sincerely,
The Garland Laboratory Team



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Municipal Services Centre - East and West

<i>Property</i>	<i>Core Sample</i>	<i>Test Method</i>	<i>Notes</i>
Core Size	15.5" x 12"	ASTM D2829	N/A
Core Weight	2.35 lbs	ASTM D2829	N/A
Surfacing Type	Mineral	Visual	N/A
Ply Type	Fiberglass Felt Fiberglass Felt	ASTM D2829	N/A
Number of Plies	2	ASTM D2829	N/A
Bitumen Type	Asphalt	Solvent Test	N/A
Softening Point	255.5 °F	ASTM D3461	Out of range per type IV asphalt
Pen	4 dmm/5 sec	ASTM D5	Out of range per type IV asphalt
Flexural Strength	Pass	NBS	Above recommended 30 lb minimum
Puncture	108.4 lbs	NBS	Exceeded recommended 5 lb minimum
Tensile Strength	176.4 lbf	ASTM D2523	Fell below recommended 200 lbf minimum
Elongation	3.4%	ASTM D2523	Above recommended 2.5% minimum



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Municipal Services Centre Conclusion

The 25 year old core samples are from a 2 ply modified roof system with fiberglass felt interplies in an asphalt adhesive. After visual inspection, both cores from the system appear to be in similar condition, implying that both sections of the roof have aged at a similar rate. For this reason, testing values were reported from the East section core. The interplies were very easily delaminated by hand as shown in Figures 12 and 15. Some mineral loss is expressed by exposed asphalt spots on the surface of the core but overall the coverage is still fairly good. The softening point and pen tests show that the asphalt adhesive responsible for keeping the system intact has lost its oils over time, causing the system to become more brittle. The core tested below the recommended tensile strength, but elongation was well above the recommendation. The sample performed well when undergoing puncture testing, implying that the system can withstand foot traffic and most weather phenomena.

Please contact Garland’s Technical Team to discuss the best options for these roof systems. The above results are based solely on the core samples examined and may not be representative of the condition of the roof. No representations or warranties are hereby made as to the condition of the roof.

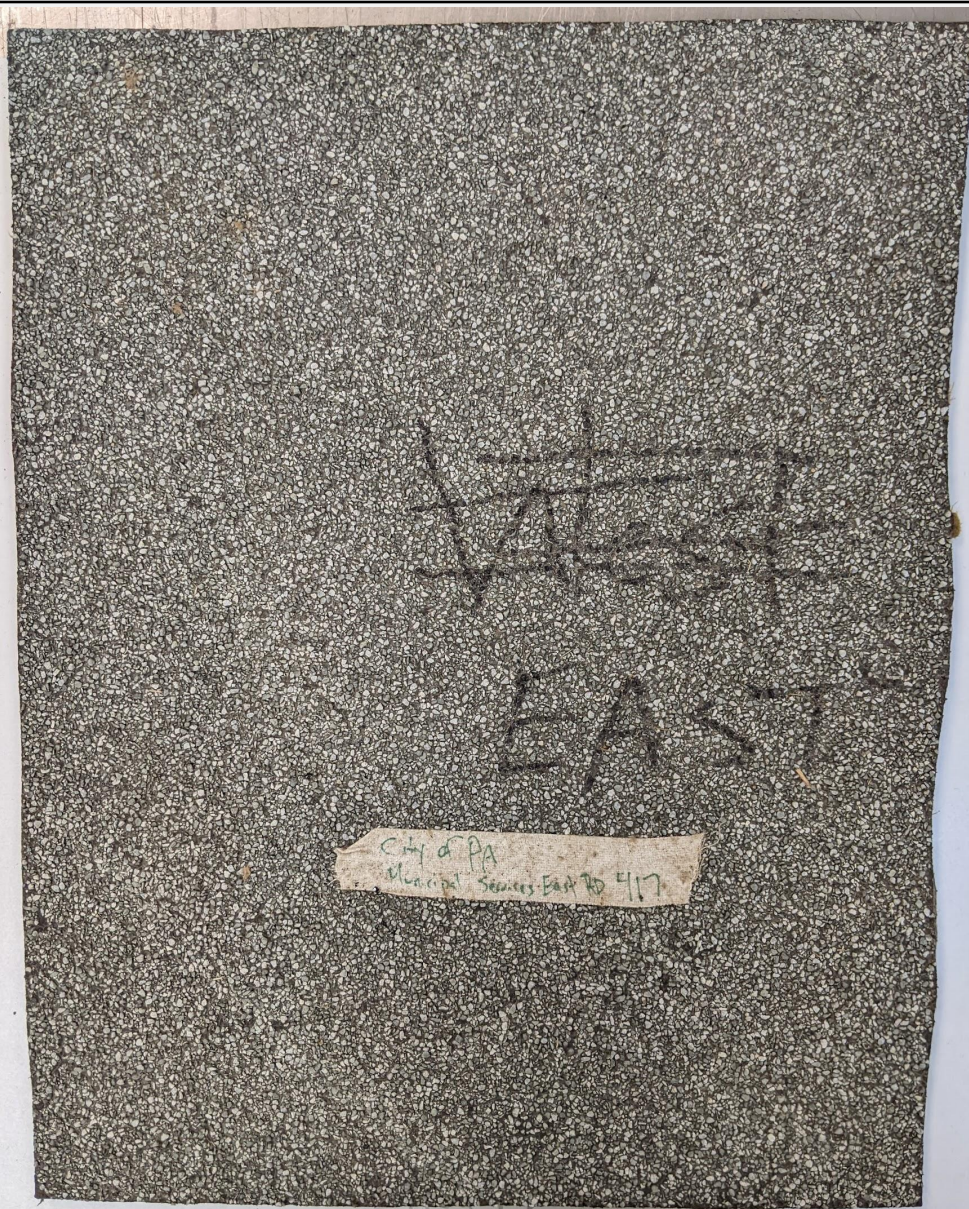


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Figure 10: Municipal Services Centre East top view.

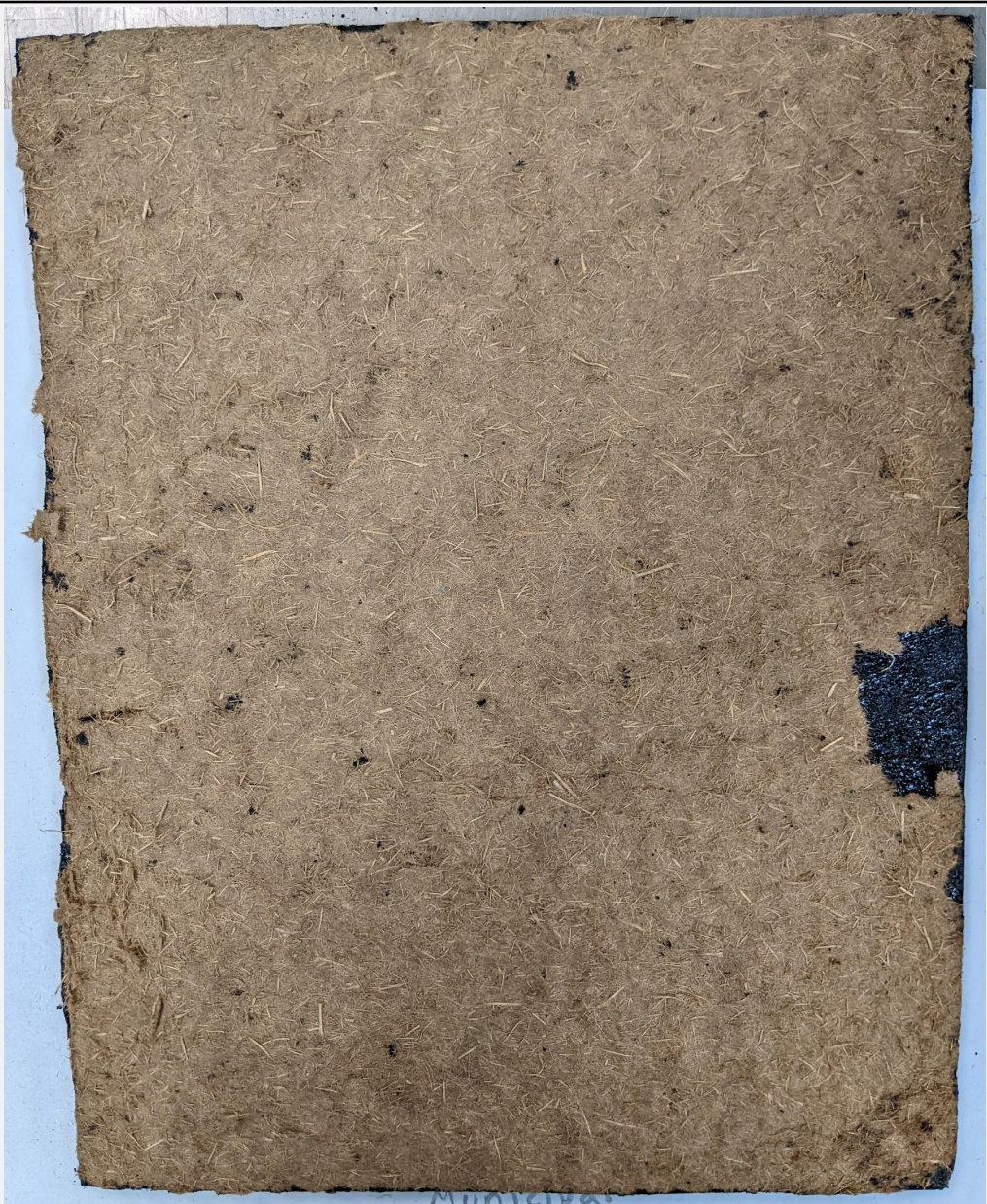


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Figure 11: Municipal Services Centre East bottom view.



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Figure 12: Municipal Services Centre East side profile.

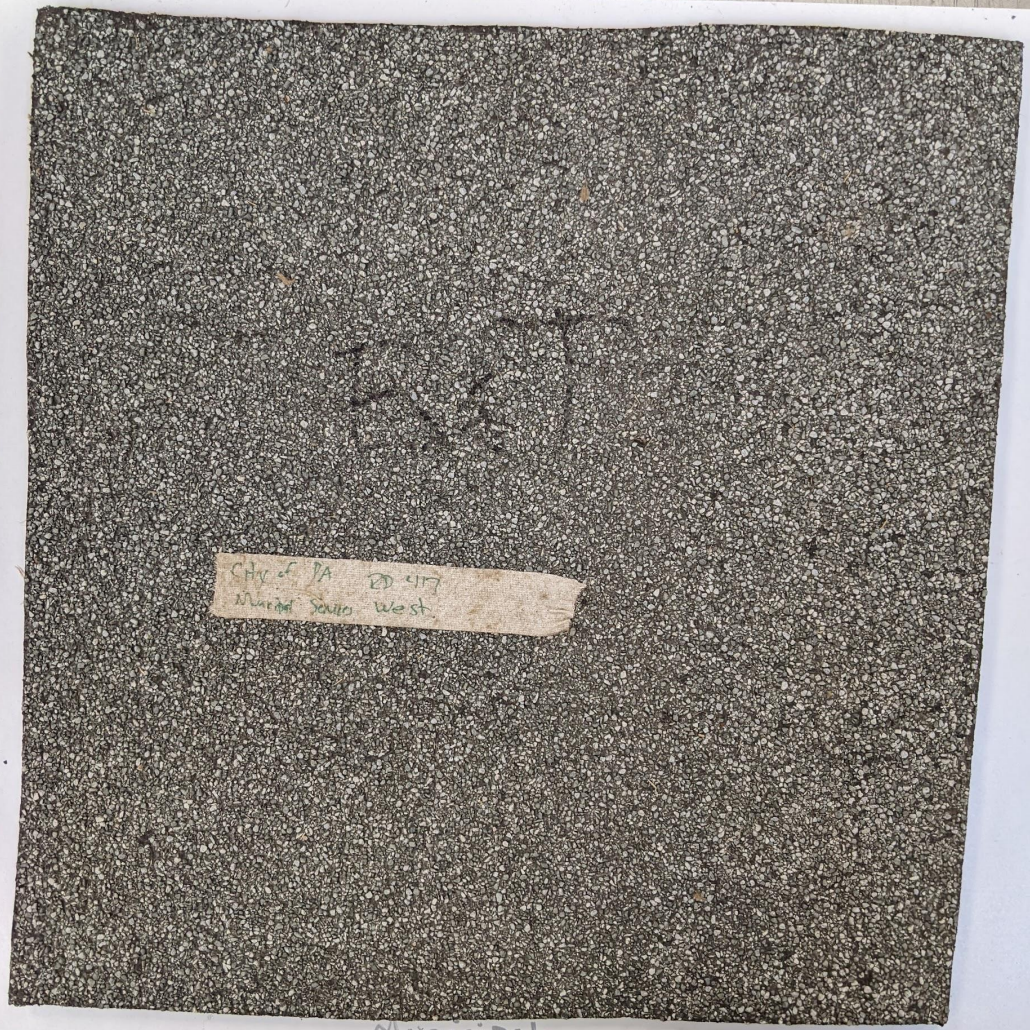


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Figure 13: Municipal Services Centre West top view.



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Figure 14: Municipal Services Centre West bottom view.



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Figure 15: Municipal Services Centre West side profile.



Figure 16: Solvated samples - from bottom to top - Firehall, Alfred Jenkins, Police Station, Municipal Services Centre.



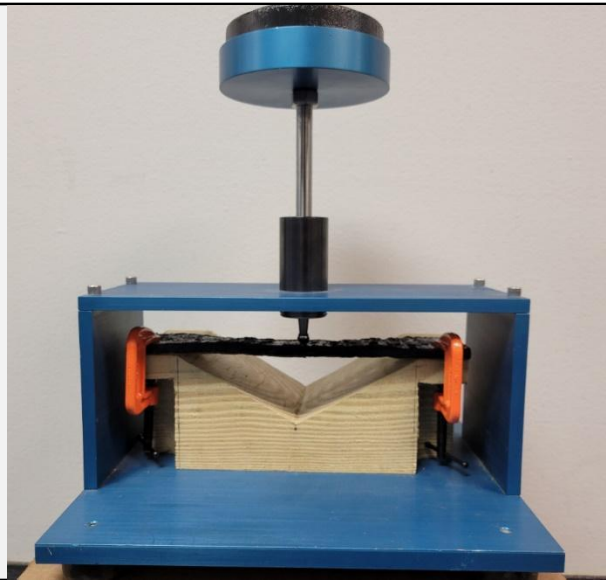
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Figure 17: Sample image of the flexural strength testing apparatus.



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Construction Details

Client: City of Prince Albert

Facility: Municipal Services Centre

Roof Section: Lower Section(Middle)

Information

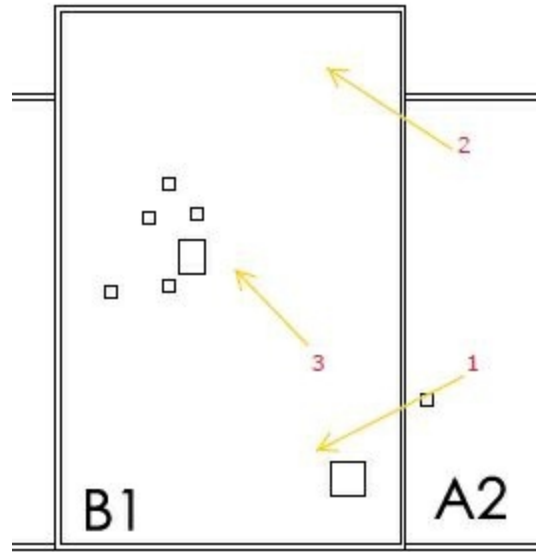
Year Installed	-	Square Footage	7,743
Slope Dimension	low slope	Eave Height	~20
Roof Access	Attached Ladder	System Type	Mineral Modified Bitumen

Assembly

Roof #	Layer Type	Description	Attachment	R-Value	Thickness
1	Membrane	Mod Bit - 2 ply mineral surfaced	Torch applied	-	-

Details

Drain System	Internal Roof Drains
---------------------	----------------------





Inspection Report

Client: City of Prince Albert

Facility: Municipal Services Centre

Report Date: 05/16/2022

Roof Section: Lower Section(Middle)

Inspection Information

Inspection Date	05/16/2022	Core Data	No
Inspection Type	Infrared Scan	Leakage	No

Overall

Rating	Fair
Condition	No thermal anomaly related to wet insulation was found on this section

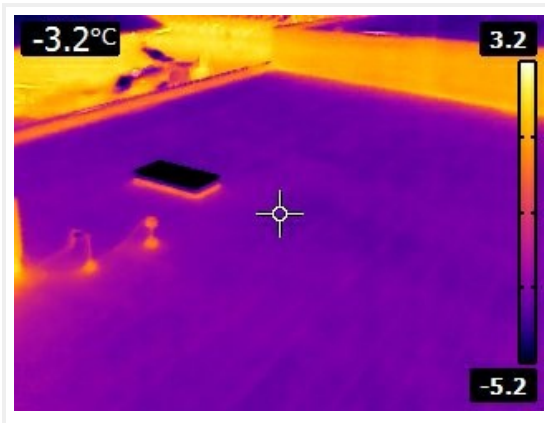


Photo 1
 General view of the lower section (B1) from section A2.
 No thermal anomaly related to wet insulation was found on this section

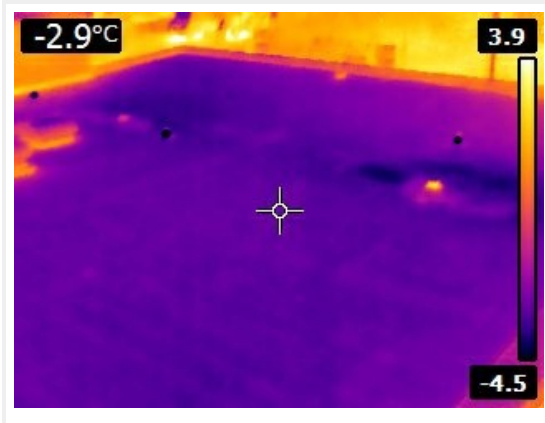


Photo 2
 General view of the lower section (B1) from section A2.
 No thermal anomaly related to wet insulation was found on this section
 An area of light water ponding was visible around the drain.



Photo 3

General view of the lower section (B1) from the roof surface.
The thermal patterns on the roof surface were homogeneous.

No thermal anomaly related to wet insulation was found on this section



Photo Report

Client: City of Prince Albert

Facility: Municipal Services Centre

Roof Section: Lower Section(Middle)

Report Date: 05/27/2022

Title: Initial Inspection



Photo 1

Lower Middle Section:
Modified Bitumen

Overall Condition: Good -
Fair

Scan: 0% Wet

CLEAR Analysis: The 25 year old core samples are from a 2 ply modified roof system with fiberglass felt interplies in an asphalt adhesive. After visual inspection, both cores from the system appear to be in similar condition, implying that both sections of the roof have aged at a similar rate. For this reason, testing values were reported from the East section core. The interplies were very easily delaminated by hand as shown in Figures 12 and 15. Some mineral loss is expressed by exposed asphalt spots on the surface of the core but overall the coverage is still fairly good. The softening point and pen tests show that the asphalt adhesive responsible for keeping the system intact has lost its oils over time, causing the system to become more brittle. The core tested below the recommended tensile strength, but elongation was well

above the recommendation. The sample performed well when undergoing puncture testing, implying that the system can withstand foot traffic and most weather phenomena. Please contact Garland's Technical Team to discuss the best options for these roof systems. The above results are based solely on the core samples examined and may not be representative of the condition of the roof. No representations or warranties are hereby made as to the condition of the roof.



Photo 2

Caulking Deterioration: As caulking is exposed to UV rays and temperature fluctuations it loses its flexibility and develops cracks. Once this occurs splits develop allowing water to penetrate walls and buildings causing damage as well as leaks.

Photo 3

Perimeter Flashing

Deterioration: Most roof failures start at perimeter and penetration locations. Perimeter wall flashings can be damaged due to normal seasonal building movement and thermal shock. Additional damage can also be seen from UV degradation as well. At all of these deteriorated or failed points, moisture can gain direct access to the roof system insulation and the buildings interior.



Photo 4

Fish mouths: Wrinkles or openings at the edge of the membrane caused by poor adhesion or installation. Fish mouths are a common cause of early failure on 2-ply torch down and single ply roof systems. These systems are prone to workmanship error due to two factors (1) the manual heating/welding of the adhesive, which is very unpredictable for constant heat, and (2) the roof system only consists of 1 to 2 plies, which translates in to a very thin layer of water protection.





Photo 5

Fish mouths: Wrinkles or openings at the edge of the membrane caused by poor adhesion or installation. Fish mouths are a common cause of early failure on 2-ply torch down and single ply roof systems. These systems are prone to workmanship error due to two factors (1) the manual heating/welding of the adhesive, which is very unpredictable for constant heat, and (2) the roof system only consists of 1 to 2 plies, which translates in to a very thin layer of water protection.

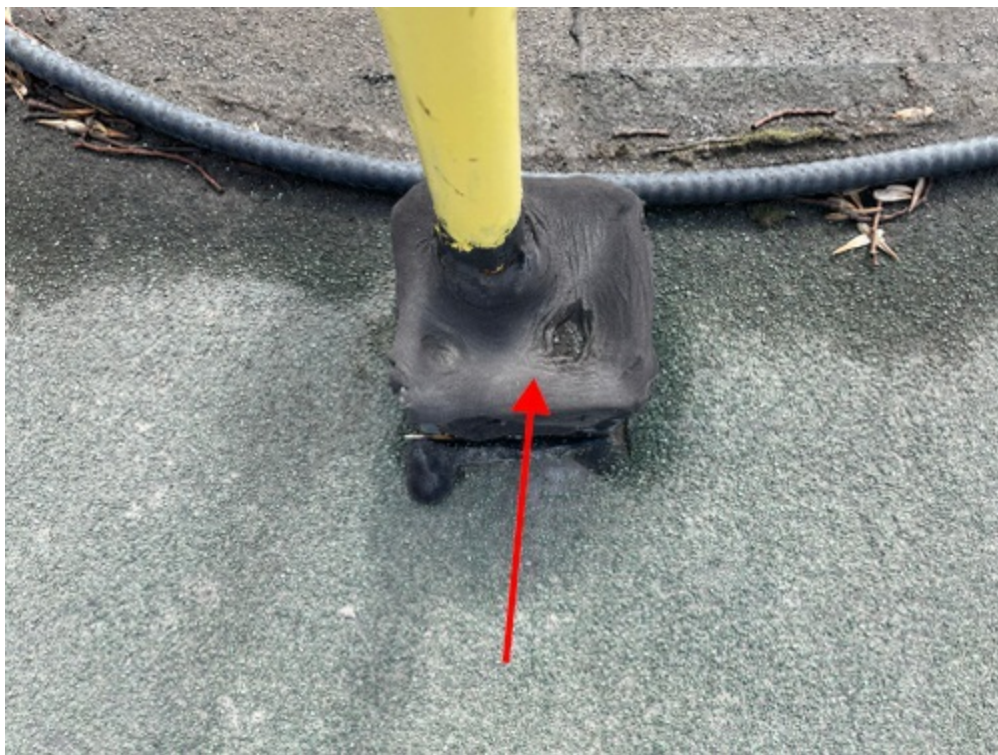


Photo 6

Pitch Pocket Deterioration: Metal protrusions that penetrate the roof system to allow conduits to run from the rooftop into the building. Movement from the protrusion can break the waterproofing compound, creating cracks. Over time, the release of solvents from the compound can cause the material to shrink, leaving gaps along the edges of the pan and around structural support. Water can enter through a defective pitch pan and find its way into the interior of the building. Moisture can also penetrate into the roof system leading to premature failure.

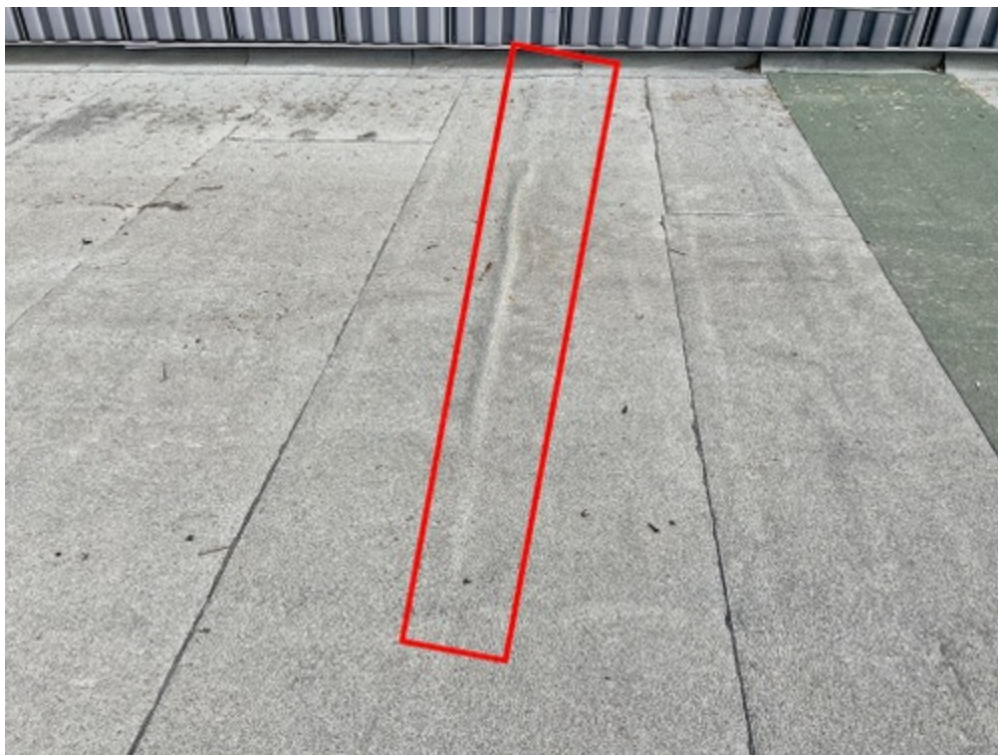


Photo 7

Ridges: These show up on the surface of built up roofs as linear buckling felt lines protruding upward through the surface layers of asphalt and aggregate. Ridges are formed by either thermal changes expanding and contracting the roofing felts or by gaps in the underlying insulation that allow vapor to migrate upwards through the roof system. Over a period of time ridges will grow and erode until they are stripped of their protective asphalt. These exposed ridges, through repeated weather cycling, will eventually crack and split to allow water into the roof system.



Photo 8

Pitch Pocket Deterioration: Metal protrusions that penetrate the roof system to allow conduits to run from the rooftop into the building. Movement from the protrusion can break the waterproofing compound, creating cracks. Over time, the release of solvents from the compound can cause the material to shrink, leaving gaps along the edges of the pan and around structural support. Water can enter through a defective pitch pan and find its way into the interior of the building. Moisture can also penetrate into the roof system leading to premature failure.



Photo 9

Pitch Pocket Deterioration: Metal protrusions that penetrate the roof system to allow conduits to run from the rooftop into the building. Movement from the protrusion can break the waterproofing compound, creating cracks. Over time, the release of solvents from the compound can cause the material to shrink, leaving gaps along the edges of the pan and around structural support. Water can enter through a defective pitch pan and find its way into the interior of the building. Moisture can also penetrate into the roof system leading to premature failure.



Photo 10

Debris - Leafs and Pine Needles: Pine needles and other leaves build up on the roof membrane causing plugged drains and scuppers thereby causing ponding water and structural weight loading. As the leaves and pine needles rot a "compost effect" occurs, this in effect causes soil to form on top of the roof membrane. This soil creates a perfect medium for plant and weed growth. When seeds take hold the roots will often penetrate through the membrane causing immediate leaks and damage internally.



Photo 11

Debris - Leafs and Pine

Needles: Pine needles and other leaves build up on the roof membrane causing plugged drains and scuppers thereby causing ponding water and structural weight loading. As the leaves and pine needles rot a "compost effect" occurs, this in effect causes soil to form on top of the roof membrane. This soil creates a perfect medium for plant and weed growth. When seeds take hold the roots will often penetrate through the membrane causing immediate leaks and damage internally.



Photo 12

Penetration Waterproofing:

Beginning to deteriorate around the perimeter allowing for potential moisture access.



Photo 13

Debris: Left on field of roof deteriorating waterproofing membrane.



Photo 14

Penetration Waterproofing: Beginning to deteriorate around the perimeter allowing for potential moisture access.

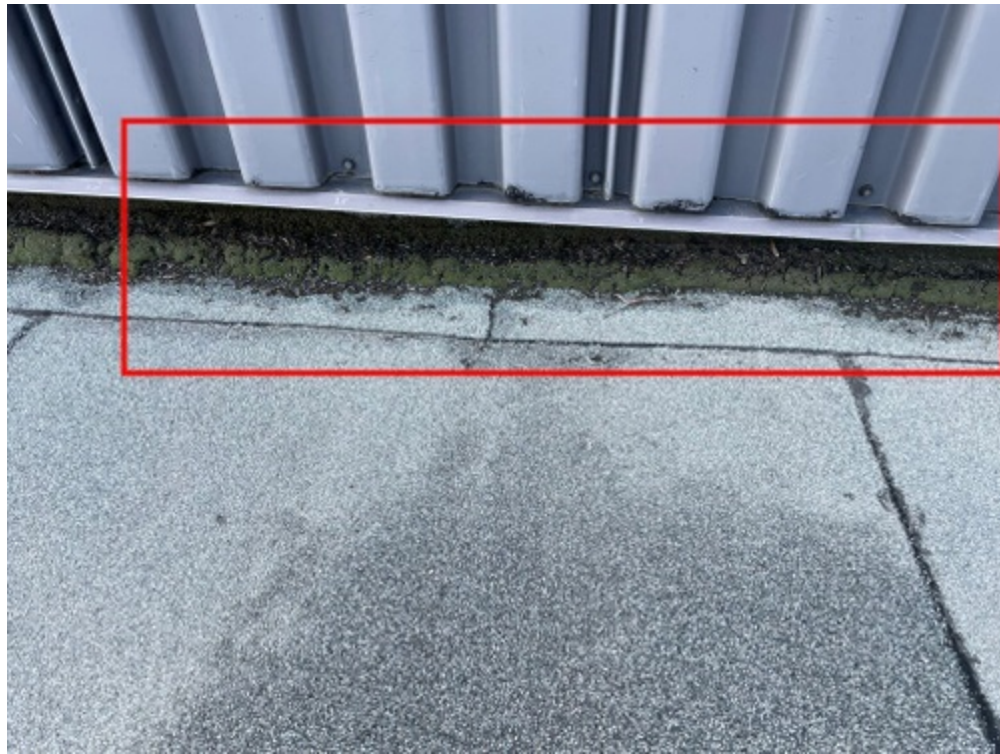


Photo 15

Vegetation Growth:

Vegetation often occurs when dirt and debris collect on roof systems. Over time this creates a perfect medium for plant and weed growth. When seeds take hold the roots will often penetrate through the membrane causing immediate leaks and damage internally.



Photo 16

Fish mouths: Wrinkles or openings at the edge of the membrane caused by poor adhesion or installation. Fish mouths are a common cause of early failure on 2-ply torch down and single ply roof systems. These systems are prone to workmanship error due to two factors (1) the manual heating/welding of the adhesive, which is very unpredictable for constant heat, and (2) the roof system only consists of 1 to 2 plies, which translates in to a very thin layer of water protection.




Solution Options

Client: City of Prince Albert

Facility: Municipal Services Centre

Roof Section: Lower Section(Middle)

Restore Options

Solution Option:	Restore 	Action Year:	2025
Square Footage:	7,743	Expected Life (Years):	20
Budget Range:	\$105,000.00 - \$120,000.00		

Scope of Work: Full Restoration with 15 year watertight warranty

1. Power wash the entire surface including flashings
2. For the field of the roof and flashings, apply 1.5 gal./100 sq. ft. (24 wet mils) of base coat
3. Embed reinforcement fabric by brushing or rolling into place from the center out.
4. Next, top reinforcement with 1 gal./100 sq. ft. (16 wet mils) Allow to dry for 24-48
5. Finally, apply an additional 2 gal./100 sq. ft. (32 wet mils) to the entire roof by brush, roller or spray.



Solution Options

Client: City of Prince Albert

Facility: Municipal Services Centre

Roof Section: Lower Section(Middle)

Maintenance Options

Solution Option:	Maintenance	Action Year:	2022
Square Footage:	7,743	Expected Life (Years):	3
Budget Range:	\$3,500.00 - \$5,000.00		

Scope of Work: Routine Maintenance

1. Repair all open fish mouths using high grade mastic reinforced with mesh
2. Re caulk all coping cap seams
3. Fill all pitch pockets using high grade mastic
4. Re seal around all penetrations using high grade mastic
5. Repair sagging curb flashings on units and around perimeter



Construction Details

Client: City of Prince Albert

Facility: Municipal Services Centre

Roof Section: Upper Section(East)

Information

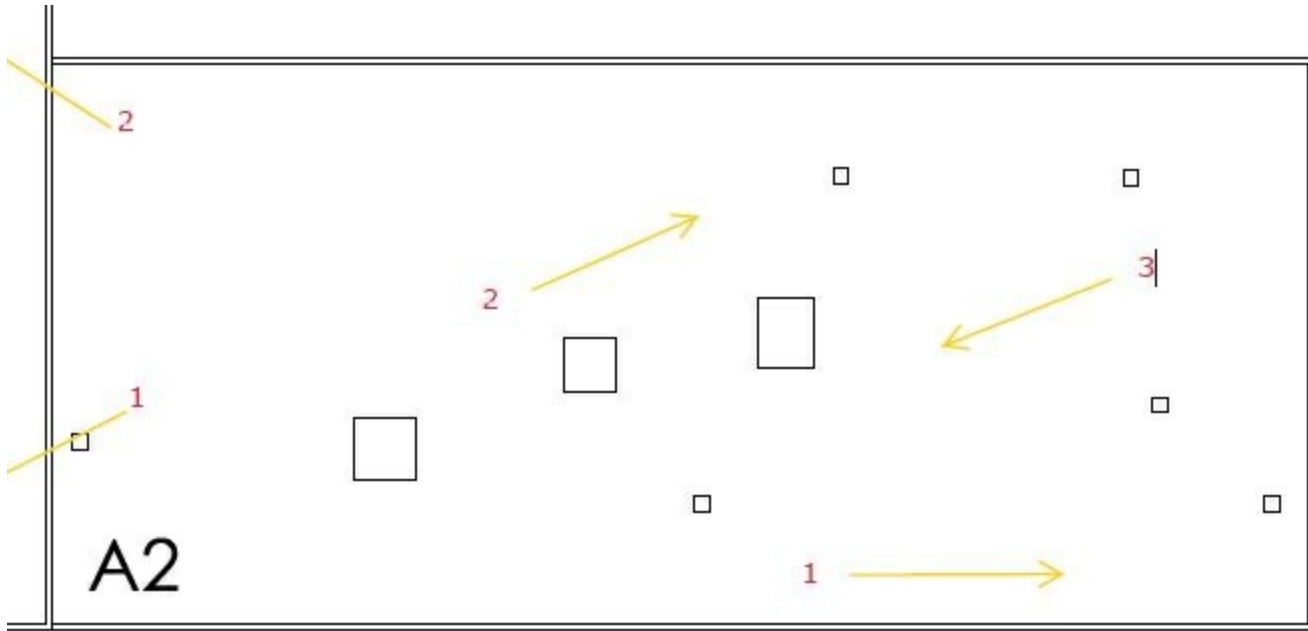
Year Installed	-	Square Footage	17,548
Slope Dimension	0	Eave Height	~25
Roof Access	Attached Ladder	System Type	Mineral Modified Bitumen

Assembly

Roof #	Layer Type	Description	Attachment	R-Value	Thickness
1	Membrane	Mod Bit - 2 ply mineral surfaced	Torch applied	-	-

Details

Drain System	Internal Roof Drains
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Inspection Report

Client: City of Prince Albert

Facility: Municipal Services Centre

Report Date: 05/16/2022

Roof Section: Upper Section(East)

Inspection Information

Inspection Date	05/16/2022	Core Data	No
Inspection Type	Infrared Scan	Leakage	No

Overall

Rating	Fair
Condition	No thermal anomaly related to wet insulation was found on this section



Photo 1

General view of section A2 (upper est) with the infrared camera.
 No thermal anomaly related to wet insulation was found on this section.
 Accumulation of granules were visible on the perimeters of the roof.

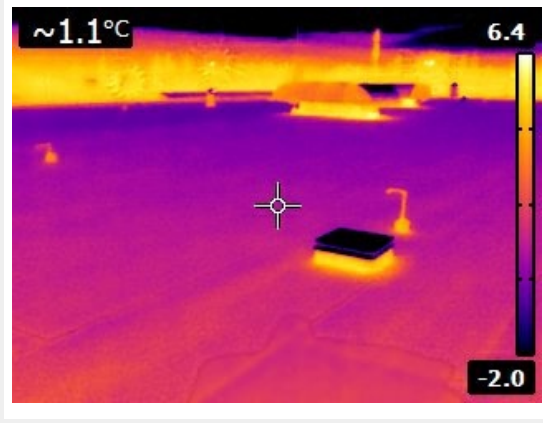


Photo 2

General view of section A2 (upper est) with the infrared camera.
 No thermal anomaly related to wet insulation was found on this section.

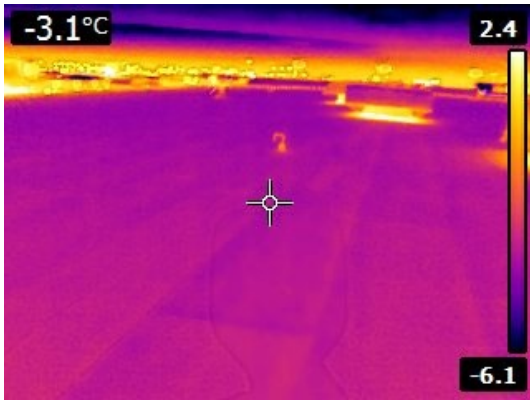


Photo 3

General view of section A2 (upper est) with the infrared camera.

No thermal anomaly related to wet insulation was found on this section.

HVAC systems were working during our inspection.



Photo Report

Client: City of Prince Albert

Facility: Municipal Services Centre

Roof Section: Upper Section(East)

Report Date: 05/27/2022

Title: Initial Inspection



Photo 1

Lower Middle

Section: Modified Bitumen

Overall Condition: Good - Fair

Scan: 0% Wet

CLEAR Analysis: The 25 year old core samples are from a 2 ply modified roof system with fiberglass felt interplies in an asphalt adhesive. After visual inspection, both cores from the system appear to be in similar condition, implying that both sections of the roof have aged at a similar rate. For this reason, testing values were reported from the East section core. The interplies were very easily delaminated by hand as shown in Figures 12 and 15. Some mineral loss is expressed by exposed asphalt spots on the surface of the core but overall the coverage is still fairly good. The softening point and pen tests show that the asphalt adhesive responsible for keeping the system intact has lost its oils over time, causing the system to become more brittle. The core tested below the recommended tensile strength, but elongation was well

above the recommendation. The sample performed well when undergoing puncture testing, implying that the system can withstand foot traffic and most weather phenomena. Please contact Garland's Technical Team to discuss the best options for these roof systems. The above results are based solely on the core samples examined and may not be representative of the condition of the roof. No representations or warranties are hereby made as to the condition of the roof.

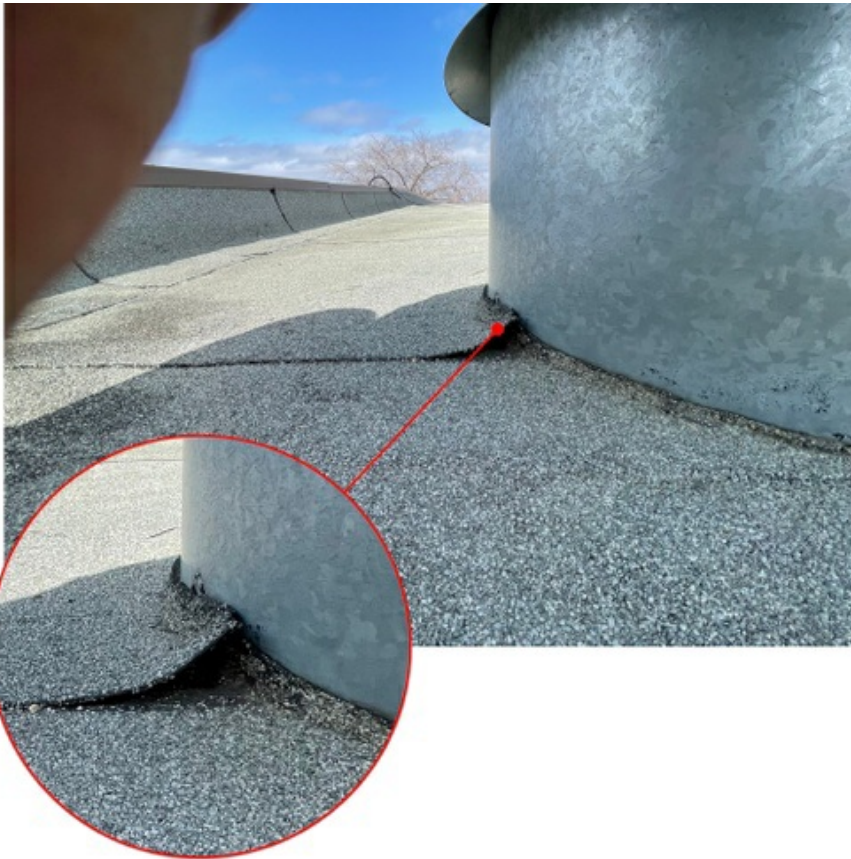


Photo 2

Fish mouths: Wrinkles or openings at the edge of the membrane caused by poor adhesion or installation. Fish mouths are a common cause of early failure on 2-ply torch down and single ply roof systems. These systems are prone to workmanship error due to two factors (1) the manual heating/welding of the adhesive, which is very unpredictable for constant heat, and (2) the roof system only consists of 1 to 2 plies, which translates in to a very thin layer of water protection.



Photo 3

Penetration
Waterproofing: Beginning to deteriorate around the perimeter allowing for potential moisture access.

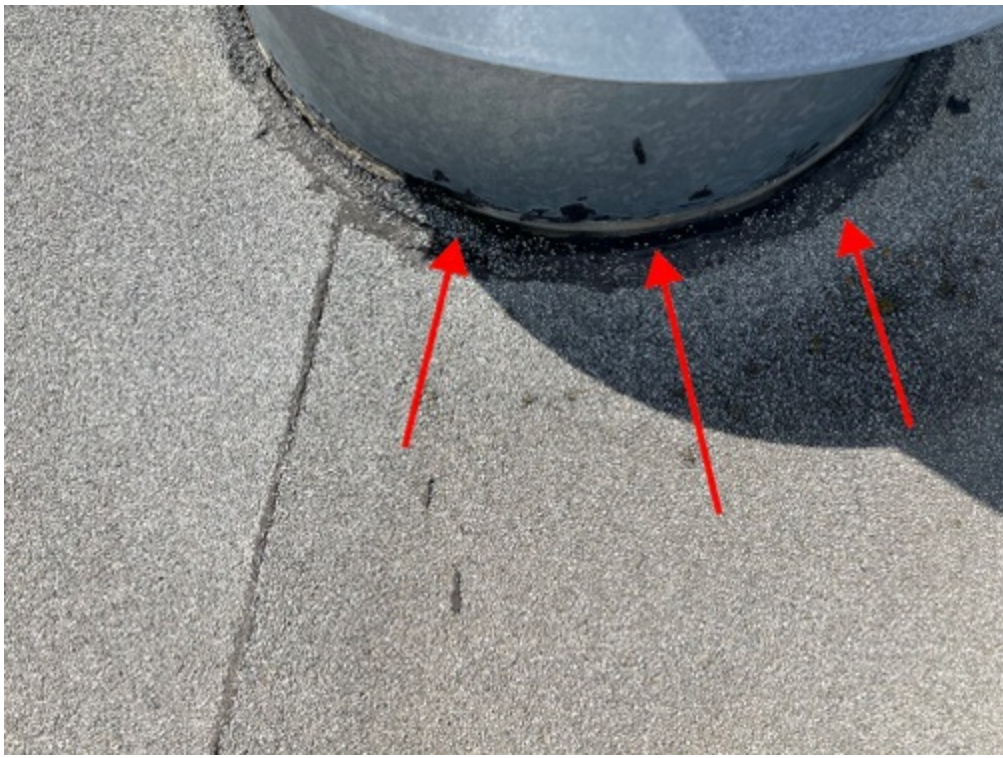


Photo 4

Penetration
Waterproofing: Beginning to deteriorate around the perimeter allowing for potential moisture access.



Photo 5

Ridges: These show up on the surface of built up roofs as linear buckling felt lines protruding upward through the surface layers of asphalt and aggregate. Ridges are formed by either thermal changes expanding and contracting the roofing felts or by gaps in the underlying insulation that allow vapor to migrate upwards through the roof system. Over a period of time ridges will grow and erode until they are stripped of their protective asphalt. These exposed ridges, through repeated weather cycling, will eventually crack and split to allow water into the roof system.



Photo 6

Ridges: These show up on the surface of built up roofs as linear buckling felt lines protruding upward through the surface layers of asphalt and aggregate.

Photo 7

Ponding: Ponding water occurs when moisture collects in large pools on the surface of a roof system. These pools begin to form



due to the following: 1) roof drains are blocked or clogged with debris, 2) the insulation package has lost dimensional stability and has reduced in thickness, 3) poor slope to drain design via overbuilt crickets or tapered insulation system, 4) roof drains are built along side building support columns which maintain a consistent height under load while the balance of the roof system is applied over a live deck which tends to move and deflect under normal seasonal load. In all cases, roof depressions that collect and hold water will tend to grow in size as the added weight of the ponding water will continue to deflect the roof deck even further.

This condition can damage the roof in a number of ways. Additional structural loads create more movement of the roof assembly creating more tear stress and of course a potential for structural failure. UV intensity also increases under ponding conditions as the sun's rays are increased to the point where it accelerates deterioration in most all roof systems. In asphalt based assemblies the natural waterproofing oils in the asphalt will separate from the membrane if the system remains submerged under water for sustained periods. Single ply roof system rot and burn out when the ponding area is exposed to sunlight. The added weight can crush insulation increasing the ponding condition and creating a condition where the insulation becomes a useless thermal barrier. This condition then affects the

mechanical system and the cost of heating and cooling the building. In the winter ponding water will expand as it freezes. This expansion will weaken small imperfections in the roof system. Small cracks and tears will widen until they rupture to allow water into the building. And finally, a negatively deflected deck becomes a structural concern.

Photo 8

Ponding: Ponding water occurs when moisture collects in large pools on the surface of a roof system.





Photo 9

Ponding: Ponding water occurs when moisture collects in large pools on the surface of a roof system.



Photo 10

Pitch Pocket Deterioration: Metal protrusions that penetrate the roof system to allow conduits to run from the rooftop into the building. Movement from the protrusion can break the waterproofing compound, creating cracks. Over time, the release of solvents from the compound can cause the material to shrink, leaving gaps along the edges of the pan and around structural support. Water can enter through a defective pitch pan and find its way into the interior of the building. Moisture can also penetrate into the roof system leading to premature failure.



Photo 11

Pitch Pocket

Deterioration: Metal protrusions that penetrate the roof system to allow conduits to run from the rooftop into the building. Movement from the protrusion can break the waterproofing compound, creating cracks.

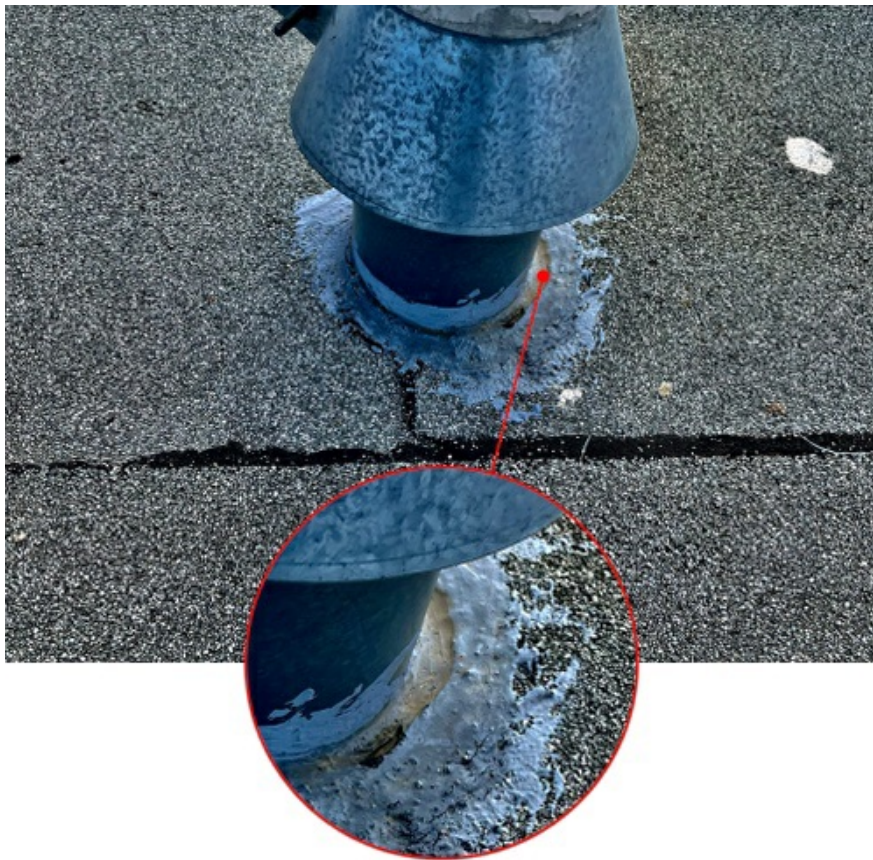


Photo 12

Penetration Waterproofing: Beginning to deteriorate around the perimeter allowing for potential moisture access.



Photo 13

Ridges: These show up on the surface of built up roofs as linear buckling felt lines protruding upward through the surface layers of asphalt and aggregate.



Photo 14

Ridges: These show up on the surface of built up roofs as linear buckling felt lines protruding upward through the surface layers of asphalt and aggregate.

Photo 15

CLEAR Analysis:
Removal of membrane sample.



Photo 16

CLEAR Analysis: Repair of membrane cut.



Photo 17

CLEAR Analysis:
Imbedded using granules from perimeter to reinforce mastic repair and protect from UV.






Solution Options

Client: City of Prince Albert

Facility: Municipal Services Centre

Roof Section: Upper Section(East)

Maintenance Options

Solution Option:	Maintenance 	Action Year:	2022
Square Footage:	17,548	Expected Life (Years):	3
Budget Range:	\$2,500.00 - \$5,000.00		

Scope of Work: Routine Maintenance

1. Repair all open fish mouths using high grade mastic reinforced with mesh
2. Re caulk all coping cap seams
3. Fill all pitch pockets using high grade mastic
4. Re seal around all penetrations using high grade mastic
5. Repair sagging curb flashings on units and around perimeter




Solution Options

Client: City of Prince Albert

Facility: Municipal Services Centre

Roof Section: Upper Section(East)

Restore Options

Solution Option:	Restore 	Action Year:	2024
Square Footage:	17,548	Expected Life (Years):	20
Budget Range:	\$250,000.00 - \$350,000.00		

Scope of Work: Full Restoration with 15 year watertight warranty

1. Power wash the entire surface including flashings
2. For the field of the roof and flashings, apply 1.5 gal./100 sq. ft. (24 wet mils) of base coat
3. Embed reinforcement fabric by brushing or rolling into place from the center out.
4. Next, top reinforcement with 1 gal./100 sq. ft. (16 wet mils) Allow to dry for 24-48
5. Finally, apply an additional 2 gal./100 sq. ft. (32 wet mils) to the entire roof by brush, roller or spray.



Construction Details

Client: City of Prince Albert

Facility: Municipal Services Centre

Roof Section: Upper Section(West)

Information

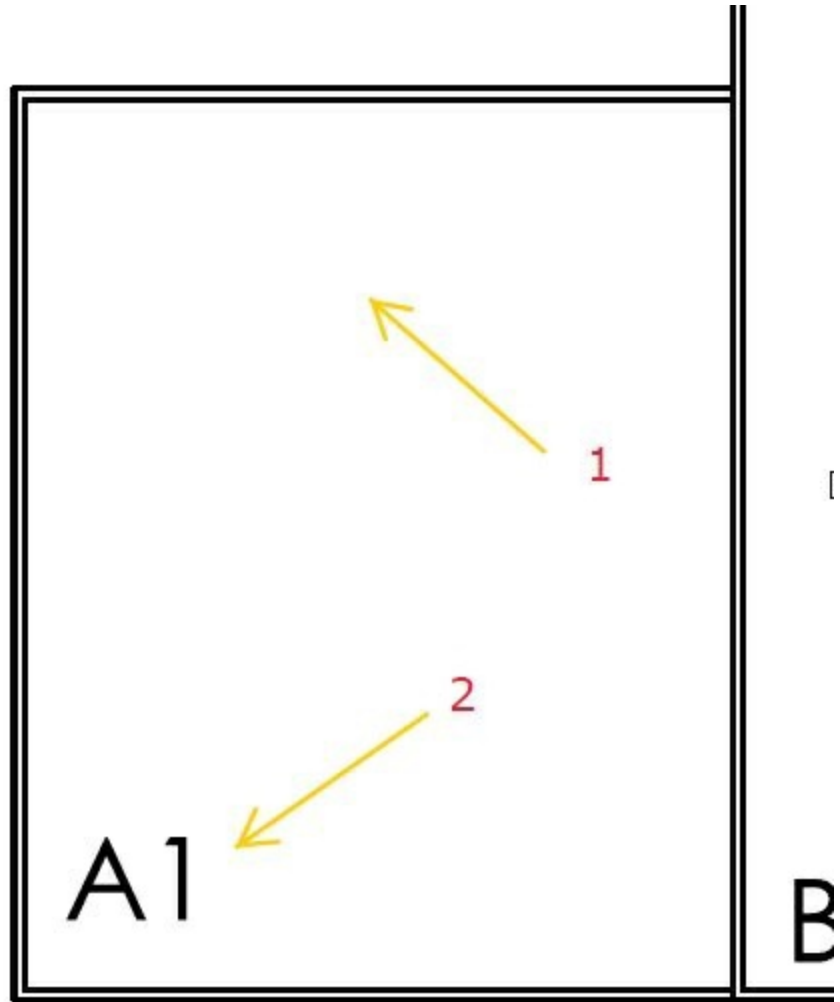
Year Installed	-	Square Footage	6,118
Slope Dimension	0	Eave Height	~25
Roof Access	Attached Ladder	System Type	Modified Bitumen

Assembly

Roof #	Layer Type	Description	Attachment	R-Value	Thickness
1	Membrane	Mod Bit - 2 ply mineral surfaced	Torch applied	-	-

Details

Drain System	Internal Roof Drains
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Inspection Report

Client: City of Prince Albert

Facility: Municipal Services Centre

Report Date: 05/16/2022

Roof Section: Upper Section(West)

Inspection Information

Inspection Date	05/16/2022	Core Data	No
Inspection Type	Infrared Scan	Leakage	No

Overall

Rating	Fair
Condition	No thermal anomaly related to wet insulation was found on this section

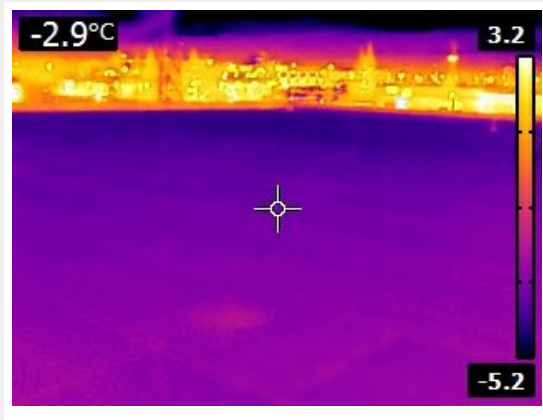


Photo 1

General view of section A1 (upper west)
 No thermal anomaly related to wet insulation was found on this section.
 The thermal patterns are homogeneous.

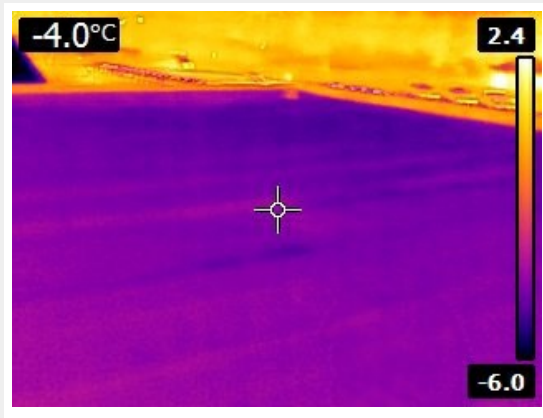


Photo 2

General view of section A1 (upper west)
 No thermal anomaly related to wet insulation was found on this section.



Photo Report

Client: City of Prince Albert

Facility: Municipal Services Centre

Roof Section: Upper Section(West)

Report Date: 05/27/2022

Title: Initial Inspection



Photo 1

Lower Middle Section: Modified Bitumen

Overall Condition: Good - Fair

Scan: 0% Wet

CLEAR Analysis: The 25 year old core samples are from a 2 ply modified roof system with fiberglass felt interplies in an asphalt adhesive. After visual inspection, both cores from the system appear to be in similar condition, implying that both sections of the roof have aged at a similar rate. For this reason, testing values were reported from the East section core. The interplies were very easily delaminated by hand as shown in Figures 12 and 15. Some mineral loss is expressed by exposed asphalt spots on the surface of the core but overall the coverage is still fairly good. The softening point and pen tests show that the asphalt adhesive responsible for keeping the system intact has lost its oils over time, causing the system to become more brittle. The core tested below the recommended tensile strength, but elongation was well above the recommendation. The sample performed well when undergoing puncture testing, implying that the system can withstand foot traffic and most weather phenomena. Please contact Garland's Technical Team to discuss the best options for these roof systems. The above results are based solely on the core samples examined and may not be representative of the condition of the roof. No representations or warranties are hereby made as to the condition of the roof.



Photo 2

Drains: Membrane replaced around drains.



Photo 3

Ponding: Ponding water occurs when moisture collects in large pools on the surface of a roof system. These pools begin to form due to the following: 1) roof drains are blocked or clogged with debris, 2) the insulation package has lost dimensional stability and has reduced in thickness, 3) poor slope to drain design via overbuilt crickets or tapered insulation system, 4) roof drains are built along side building support columns which maintain a consistent height under load while the balance of the roof system is applied over a live deck which tends to move and deflect under normal seasonal load. In all cases, roof depressions that collect and hold water will tend to grow in size as the added weight of the ponding water will continue to deflect the roof deck even further.

This condition can damage the roof in a number of ways. Additional structural loads create more movement of the roof assembly creating more tear stress and of course a potential for structural failure. UV intensity also increases under ponding conditions as the sun's rays are increased to the point where it accelerates deterioration in most all roof systems. In asphalt based assemblies the natural waterproofing oils in the asphalt will separate from the membrane if the system remains submerged under water for sustained periods. Single ply roof system rot and burn out when the ponding area is exposed to sunlight. The added weight can crush insulation increasing the ponding condition and creating a condition where the insulation becomes a useless thermal barrier. This condition then affects the mechanical system and the cost of heating and cooling the building. In the winter ponding water will expand as it freezes. This expansion will weaken small imperfections in the roof system. Small cracks and tears will widen until they rupture to allow water into the building. And finally, a negatively deflected deck becomes a structural concern.



Photo 4

Ridges: These show up on the surface of built up roofs as linear buckling felt lines protruding upward through the surface layers of asphalt and aggregate. Ridges are formed by either thermal changes expanding and contracting the roofing felts or by gaps in the underlying insulation that allow vapor to migrate upwards through the roof system. Over a period of time ridges will grow and erode until they are stripped of their protective asphalt. These exposed ridges, through repeated weather cycling, will eventually crack and split to allow water into the roof system.



Photo 5

Ponding: Ponding water occurs when moisture collects in large pools on the surface of a roof system.



Photo 6

Perimeter Flashing Deterioration: Most roof failures start at perimeter and penetration locations. Perimeter wall flashings can be damaged due to normal seasonal building movement and thermal shock. Additional damage can also be seen from UV degradation as well. At all of these deteriorated or failed points, moisture can gain direct access to the roof system insulation and the buildings interior.



Photo 7

Mineral Roof Granule Deterioration: It is very common for mineral finished roofs to experience bare felts as early as five years after installation. Manufacturing quality control issues as well as weather "washing off" the factory applied mineral coating causes these areas. Typically this is indicated by accumulations of mineral where ponding is present. Bare felts cause exposure of the membrane to the sun/UV rays, which cause rapid membrane deterioration. Therefore, it is extremely important to coat these areas as soon as they appear.



Photo 8

Mineral Roof Granule Deterioration: It is very common for mineral finished roofs to experience bare felts as early as five years after installation. Manufacturing quality control issues as well as weather “washing off” the factory applied mineral coating causes these areas. Typically this is indicated by accumulations of mineral where ponding is present. Bare felts cause exposure of the membrane to the sun/UV rays, which cause rapid membrane deterioration. Therefore, it is extremely important to coat these areas as soon as they appear.



Photo 9

Ponding: Ponding water occurs when moisture collects in large pools on the surface of a roof system. These pools begin to form due to the following: 1) roof drains are blocked or clogged with debris, 2) the insulation package has lost dimensional stability and has reduced in thickness, 3) poor slope to drain design via overbuilt crickets or tapered insulation system, 4) roof drains are built along side building support columns which maintain a consistent height under load while the balance of the roof system is applied over a live deck which tends to move and deflect under normal seasonal load. In all cases, roof depressions that collect and hold water will tend to grow in size as the added weight of the ponding water will continue to deflect the roof deck even further.

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Photo 10

CLEAR Analysis: Removal of membrane sample.



Photo 11

CLEAR Analysis: Repair of membrane sample.



Photo 12

CLEAR Analysis: Imbedded with granules from perimeter to reinforce and protect against UV.




Solution Options

Client: City of Prince Albert

Facility: Municipal Services Centre

Roof Section: Upper Section(West)

Maintenance Options

Solution Option:	Maintenance 	Action Year:	2022
Square Footage:	6,118	Expected Life (Years):	3
Budget Range:	\$2,500.00 - \$5,000.00		

Scope of Work: Routine Maintenance

1. Repair all open fish mouths using high grade mastic reinforced with mesh
2. Re caulk all coping cap seams
3. Fill all pitch pockets using high grade mastic
4. Re seal around all penetrations using high grade mastic
5. Repair sagging curb flashings on units and around perimeter



Solution Options

Client: City of Prince Albert

Facility: Municipal Services Centre

Roof Section: Upper Section(West)

Restore Options

Solution Option:	Restore	Action Year:	2023
Square Footage:	6,118	Expected Life (Years):	20
Budget Range:	\$110,000.00 - \$135,000.00		

Scope of Work: Full Restoration with 15 year watertight warranty

1. Power wash the entire surface including flashings
2. For the field of the roof and flashings, apply 1.5 gal./100 sq. ft. (24 wet mils) of base coat
3. Embed reinforcement fabric by brushing or rolling into place from the center out.
4. Next, top reinforcement with 1 gal./100 sq. ft. (16 wet mils) Allow to dry for 24-48
5. Finally, apply an additional 2 gal./100 sq. ft. (32 wet mils) to the entire roof by brush, roller or spray.

TITLE: Culture Plan (MCAP) Update

DATE: August 19, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That the Municipal Cultural Action Plan (MCAP) update in report RPT22-324, including the projects outlined within it, be approved, received and filed; and,
2. That the MCAP 2023 Budget Plan Draft as attached to report RPT22-324 be reviewed during the 2023 budget deliberations.

TOPIC & PURPOSE:

To provide an update on the City's Municipal Cultural Action Plan (MCAP) 2021 highlights, 2022 initiatives, and 2023 budget request and draft plan.

BACKGROUND:

The Municipal Cultural Action Plan (MCAP) was developed in three phases. Prairie Wild Consulting was contracted to support the development of the culture plan in all three phases, and a Working Group of community organizations have guided the MCAP throughout the process.

- Phase 1 - Consultation and Research, was completed from 2015 to 2016.
- Phase 2 - Writing the Plan, was completed in 2016. The plan was approved by City Council in June of 2016.
- Phase 3 – Implementation and Evaluation is ongoing. We are now in year six of implementation and evaluation, half way through the 10 year plan.

Funding has been provided by the City of Prince Albert each year. As well, the Arts & Culture Coordinator has applied for and received the Community Cultural Engagement and Planning grant from SaskCulture in every year of the MCAP, and other grants/funding as noted in the chart below.

Year	City of Prince Albert	SaskCulture CCEP (note funding crosses over into two years)	Other grants and funding accessed	TOTALS
2015 (-2016)	\$10,000	\$10,000		\$20,000
2016 (-2017)	\$10,000	\$10,000	\$4000 (SaskCulture Culture Days)	\$24,000
2017 (-2018)	\$40,000	\$5,000	\$4000 (SaskCulture Culture Days)	\$49,000
2018 (-2019)	\$20,450	\$5,000	\$4000 (SaskCulture Culture Days)	\$29,450
2019 (-2020)	\$40,000	\$2,500	\$9000 (SaskCulture Culture Days; NLCDC)	\$51,500
2020 (-2021)	\$40,000	\$5,000	\$6,000 (SaskCulture Culture Days; SK Arts)	\$51,000
2021 (-2022)	\$40,000	\$5000	\$27,000 (SaskCulture Culture Days sponsorship; SK Arts Artists in Communities grants (2); SPRA Cultural Diversity Grant)	\$72,000
2022 (-2023) to date	\$40,000	\$5000	\$25,200 (SaskCulture Culture Days Sponsorship; Community Initiatives Fund; Prince Albert Council for the Arts)	\$70,200
Total to date	\$240,450	\$47,500	\$79,200	\$367,150

As well as the initiatives funded through the City of Prince Albert, SaskCulture, and other organizations as listed above, MCAP working group members and partners have demonstrated their connection and commitment to the culture plan and have implemented initiatives and programs directly related to the Culture Plan.

Each year, an evaluation has been completed by Prairie Wild Consulting and with the MCAP Working Group and a “Highlights” annual document is created and shared to increase awareness of the MCAP and its successes. The 2021 MCAP Highlights document is attached to this report.

A “Reflect & Refresh” was conducted in 2021, half way through the 10 year Culture Plan. The Reflect and Refresh was completed to reflect on accomplishments in the last five years, assess the current environment, and prioritize actions for the next five years. This document was provided with the Spring update and is on the Culture Plan page of the City’s website.

PROPOSED APPROACH AND RATIONALE:

The 2022 MCAP Budget Plan tracked to date is attached to this report. Some of the initiatives completed or underway for 2022 include:

- Cultural Celebrations - to support cross-cultural understanding in our community and to celebrate and promote the different cultural and spiritual celebrations that are important to the people in Prince Albert through images, information and experiences related to these celebrations on social media and the City’s website.
- culturecatch – a monthly (or more) social media share of a culture success story in P.A. to promote positivity and community pride.
- Indigenous Naming Initiative – We have had one meeting with the Knowledge Keepers to date in 2022.
 - A video created by Wilna Furstenberg, to share the pronunciation of the Indigenous names for River Street (and the signs along River Street) was completed and posted on our website and City Hall monitor. The Prince Albert Historical Society will also share this video at the Historical Museum.
 - Billboard posts were also created to say “Welcome” in our City’s Indigenous languages.

Knowledge Keepers shared that they are getting positive feedback on the initiatives they have supported (such as the Indigenous Interpretative signage, River Street Signs, Little Red picnic tables, etc.), that they “see themselves” and the youth are talking about this.

- Cultural Inventory – Updating the Cultural Inventory for Prince Albert and making it as accessible and user friendly as possible. There will be a workshop on Sept.8 to go through the inventory.
- Artists in Communities – continuing to work with now six Artists, several community organizations (8 and counting), and a Coordinator (Jesse Campbell) to create arts opportunities in non-traditional community organizations with the ultimate goal of regular arts in communities programming, and Artist Residencies. The “Mentor” in this project,

Lynda Monahan, did an amazing job connecting artists to the community organizations and supporting and guiding the artists involved. Lynda completed her role and retired in June. There has been a lot of success with this project such as with workshops, programs, and a community exhibit of their work.

- Culture Days 2022 – Free culture programs and events organized by the Culture Days committee and others between September 23 to October 15. Many events are planned and we are looking forward to providing these free opportunities in arts and culture for our City. We continue to be part of the national survey group.
- Little Red River Park Signs – installation of the signage completed in 2021 for Little Red River Park about the park’s history, once an ancient Dakota Village, as well as a land acknowledgement sign, needs to occur.
- Micro grants – delivery of two micro grants for the community to access for events (new or emerging) and for equity, diversity and inclusion initiatives. One grant has been accessed to date for “When the Deer Comes to the City”, hands on opportunity to learn how to scrape and flesh hides in downtown Prince Albert and City parks.
- Crosswalk Art – facilitating the painting of three Crosswalks and some sidewalks with artistic designs to increase temporary public art, beautify and add fun to our surroundings, and support local Artists. This year’s designs include piano keys, hockey sticks and the Prince Albert Orange Shirt Day design.
- Reconciliation and Diversity – supported the Prince Albert Multicultural Council Canada Day and World Walk-a-thon towards reconciliation and showcasing our diversity.
- Play in the Park – supported Sum Theatre’s Play in a Park held in June. They did a second show as well!
- Professional Development – we will be partnering with the Community Resource Centre to hold a training session on “Getting Discovered” – how to help organizations and businesses be found online and create captivating content, led by Carolyn Carleton.
- Other Partnerships -
 - Partnering with Canadian Tire and Prince Albert Grand Council to support an event “An Evening with Chief Delormes” from the Cowessess First Nation this Fall.
 - Working with Parks Canada to host an unveiling event for the National Historic Person recognition for James Isbister in September.
 - Planning opportunities for National Truth & Reconciliation Day with local coalitions.
 - Supported costs for the one week workshop portion with Community Youth Building Futures Working and with the Saskatchewan Council for International Cooperation and an artist (Bruno Hernani) on a mural project to be installed downtown, donated by SCIC.
- 2nd Avenue Banners - Implementing a banner program calling local artists to create banner designs to be hung on 2nd avenue to showcase local culture and promote beautification.
- Reducing Barriers – reviewing and implementing ways to reduce barriers to participation such as transportation.

The draft 2023 plan and budget is attached to this report.

CONSULTATIONS:

- MCAP Working Group – four meetings have been held to date
- Prince Albert Urban Indigenous Coalition, Community Network Coalition
- Community Building Youth Futures P.A.
- Historical Society Knowledge Keepers Committee
- Tim Yeaman, Parks Manager
- Prince Albert Multicultural Council

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Ongoing communication about the MCAP initiatives, implementation and progress is important. The following methods of communication are utilized:

- MCAP Working Group
- Partner organizations
- City of Prince Albert Website
- Printed plans
- Event, and Equity, Diversity and Inclusion Micro Grants
- MCAP Brochures
- Logo identification of the MCAP
- Key messages
- Implementation Initiatives
- City of Prince Albert enewsletter
- City of Prince Albert Calendar of Events
- City of Prince Albert Social Media
- Community Meetings and Events

POLICY IMPLICATIONS:

- Official Community Plan
- Social Master Plan (in development)
- Community Services Master Plan
- Cultural Diversity & Protocol Policy
- Civic Arts Policy
- Public Art Policy

FINANCIAL IMPLICATIONS:

As noted in the attached 2022 MCAP Budget and Plan, the total 2022 MCAP budget is \$95,000:

- \$40,000 from the City of Prince Albert
- \$20,000 grant carry over from 2021
- \$35,000 in grants and sponsorship secured in 2022

The draft 2023 budget plan is attached to this report. The 2023 funding request is \$40,000.

STRATEGIC PLAN:

The Municipal Cultural Action Plan is linked to the following goals of the strategic plan:

Active and Caring Community: The City strives to provide high quality services to meet the dynamic needs and expectations of our citizens.

Sustainable Growth: the City will anticipate, encourage and prepare for growth and be responsive to the needs of our community.

Infrastructure: The City will create infrastructure that supports growth while planning for continuous improvement.

OFFICIAL COMMUNITY PLAN:

The Municipal Cultural Action Plan is part of the Official Community Plan. The Planning & Development department is part of the MCAP Working Group. Section 13 of the Official Community Plan speaks to Prince Albert Culture, and identifies a number of Goals and Policies to support this important initiative.

OPTIONS TO RECOMMENDATION:

There are no options to the recommendations, privacy implications or other considerations/implications.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION: PowerPoint by Judy MacLeod Campbell

ATTACHMENTS:

1. MCAP 2021 Highlights
2. MCAP 2022 Budget Tracked to Date
3. MCAP 2023 Budget Draft

Written by: Judy MacLeod Campbell, Arts & Culture Coordinator

Approved by: Director of Community Services and City Manager

TOWARDS RECONCILIATION

Working with a Knowledge Keepers committee, we created River Street Signs in our communities' six local Indigenous languages: Plains Cree, Swampy Cree, Woodland Cree, Dakota, Dene and Metis.

These signs were installed at three locations along River Street at Kistapinanihk, the gathering place. This is the first location names under the City's Indigenous Naming Initiative.



TOWARDS RECONCILIATION

The City of Prince Albert, working with the Prince Albert Indian and Metis Friendship Centre (PAIMFC), completed a Call for an Indigenous Artist to create a design for 'Orange Shirt Day - Every Child Matters'. The chosen artist, Ailah Carpenter, created 'Flying Back Home', a design uniquely for Prince Albert and a design of hope.

The design was used for shirts sold by the PAIMFC, as well as a stencil created for organizations to paint their windows for Orange Shirt Day and the National Day for Truth & Reconciliation.



CULTURE DAYS 2022

24 events throughout the City between Sept.24 and Oct.24

- P.A. Design a Shirt School Contest
- Downtown Public Art Tour
- Herbal Plant Walk
- RE:Imagine Fashion
- Paint in the Park
- Journaling Workshop ... and many more!
- #7 in most events for population (this and Cities are 2 categories)

SEPT 24 - OCT 24
CULTURE DAYS
Prince Albert

Events Calendar

RE:IMAGINE



CULTURE DAYS SEPT 24 - OCT 24
Prince Albert
RE:IMAGINE THE POSSIBILITIES!

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
All Month: <ul style="list-style-type: none"> • Community Culture Chalkboard (Prince Albert Arts Centre) • Mann Art Gallery Exhibits • John V. Hicks Gallery Exhibits (Prince Albert Arts Centre) • Grace Campbell Gallery Exhibit (Library) • Downtown Historical Walking Tour (self-guided) • Prince Albert Public Library: A to Z World Food (Facebook) 						*12 to 7 pm Tapestrama *10 am to 5 pm Downtown Sidewalk Sale *2 pm Downtown Public Art Tour *9 am to 5 pm Free Admission to the Historical Museum *11 to 4 pm Community Mural Historical Museum Project Kick Off *12 to 3 pm Imagine: Out of the Box Thinking *12 to 3 pm Urban Art Tour
12 to 7 pm Tapestrama			10:30 am Kyle Charles (Comic Artist) Presentation			*2 pm Studio 1010 Exhibit Reception *11 am to 12 pm Flamenco Dancing!
*1:30 pm Herbal Plant Walk *3-5 pm Paint in the Park	*11:30 am to 1:30 pm RE:Imagine Fashion *2 pm AND 7 pm NFB Sixties Scoop Film - Birth of a Family *8:30 am to 9 pm National Sixties Scoop Exhibit	7 pm Journaling Workshop		5-7 pm Thanksgiving Culture Art		1-3 pm Mann Art Gallery Vault Tour & Art Activity
		6 to 8 pm South Asian Cooking Class		6 to 9 pm Try Pottery		
*3 pm Journaling Workshop (Zoom) *Saskatchewan Library Week Oct.17 to 23 Rising Above videos on P.A.P.L website and Facebook				*5-7 pm Halloween Culture Craft! *1:3 pm Youth Art Workshop with Diana Chabros *6:30 pm Closing Reception for Dianna Chabros' Samskara Exhibit *Lunafest 7:00 pm (partner with YWCA)		*1 to 4 pm Screen Printing Workshop *2 pm Historical Museum Community Mural Reveal

Location Legend:

- Prince Albert Arts Centre
- Mann Art Gallery
- Prince Albert Historical Museum
- YWCA Wesley
- Downtown Prince Albert
- Gateway Mall
- Kinsmen Park
- Virtual
- Little Red River Park/Knotty Pine Bistro
- John M. Cuelenaere Library
- Other

CULTURE DAYS

PRINCE ALBERT SASKATCHEWAN

TOP PARTICIPATING COMMUNITY

CULTURE DAYS

COMMUNITIES WITH THE MOST EVENTS IN 2021.

1. Canmore, AB (36)
2. Scugog, ON (34)
3. Minto, ON (32)
4. Yorkton, SK (29)
5. Flin Flon, MB (28)



Rural & Small Towns

6. The Pas, MB (25)
7. Prince Albert, SK (24)
8. Mission, BC (19)
9. Camrose, AB (17)
9. Vernon, BC (17)



ARTISTS IN COMMUNITIES

- 1 Coordinator
- 1 Mentor
- 1 Partner Organization
- 4 Artists
- 6 Community Organizations
- 16 workshops/programs
- Over 100 participants (Oct–Dec)
- 1 month Exhibit (April) at the John V. Hicks Gallery, Prince Albert Arts Centre





UTILIZING THE OUTDOORS

During the pandemic and public health orders for limiting contact and social distancing, our great outdoors were, and still are, the place to be!

Examples of creative outdoor programs and opportunities included:

- Playground Program return
- Showcasing the Playground Program and Children's Art Camp work at the "Outdoor Art Gallery" set up at the arbors in Kinsmen Park
- E.A. Rawlinson Centre Drive Ins and Curbside Concerts
- Mann Art Gallery temporary public art installations through the Metis Mentorship Program
- Children's Outdoor Art Camps at the Arts Centre
- Downtown Sidewalk Sale
- Camps at Little Red River Park





REFLECT & REFRESH

Reflecting on what has been accomplished, and planning for the next five years of the MCAP

As we entered the last half of the ten year Culture Plan in 2021, we decided it was time to reflect on our accomplishments and refresh our energy and enthusiasm for the next five years!

The addendum does not replace the Culture Plan, it's intent is to provide focus for the next few years.

The community was engaged to help set this direction and the priorities, and the changing environment was also considered. It was validated that all of the MCAP goals are relevant.

Prince Albert Municipal Cultural Action Plan
2022 Budget Initiatives
Updated: Apr.12, 2022



2021 Action/Initiative	Theme/Goal Reference	Action/Initiative Detail	Timeline	2022 Budget	SaskCulture CCEP	Actual to Date
EXPENSES						
Event Support - MCAP Event Micro Grant (that are not receiving other COPA supports i.e. Waiving of Fees; DMF; CGP)	Our Heritage; The River & Natural Surroundings/Places; Performing, Visual & Mixed Arts; Supportive Infrastructure & Related Resources; Food and Food Related/Culinary Culture; All Ages - Activities, Amenities, Programming;	Support to new, emerging or developing special events that animate public spaces (includes virtual option). Events that are not receiving other COPA supports i.e. Waiving of Fees; DMF; CGP. \$500-\$750 max.	Ongoing	\$5,000.00		\$500.00
Cultural Diversity, Equity and Inclusion Grant	Bridging Nations; Our Heritage	This grant will support community initiatives and projects that ensure that equity, diversity and inclusion are thoughtfully considered and build intercultural awareness and understanding in the community	Ongoing	\$5,000.00		
Culture Days Free Events	Our Heritage; Bridging Nations; All Ages - Activities, Amenities, Programming; Performing, Visual & Mixed Arts; Industry, Business & Innovation; Food and Food Related/Culinary Culture	Support the Culture Days events for 2022. Theme is Culture Days 2022: Connecting, Caring, Celebrating. Sept.23-Oct.7, 2022.	Culture Days: September 23-October 7	\$7,000.00		\$250.00
Marketing Prince Albert Positives & Culture	Our Heritage; The River & Natural Surroundings/Places; Performing, Visual & Mixed Arts; Supportive Infrastructure & Related Resources; Food and Food Related/Culinary Culture; All Ages - Activities, Amenities, Programming;	culturecatch monthly or more sharing positive news stories; Photography	Ongoing	\$1,500.00		
Cultural Protocols	Bridging Nations; Our Heritage	Funding for cultural protocol related expenses such as tobacco, cloth, Knowledge Keeper consultation meetings, etc.	Ongoing	\$1,500.00		
Community Reconciliation initiatives	Bridging Nations; Our Heritage	Canada Day Reconciliation Ceremony; Training/Education	July 1 - Canada Day Event	\$1,500.00		\$1,500.00
Indigenous Naming Initiative	Our Heritage; Bridging Nations	Name one space every 1-2 years. Next priority is focus on grandmothers.		\$4,000.00	Yes	\$1,089.60
Diversity and Multicultural Awareness Initiatives	Bridging Nations; Food Related/Culinary Culture	Cultural Celebrations sharing/education posts (\$3000); Integrating activities/supports for newcomers in City run programs and facilities; Newcomers & Indigenous relationship building through art; Anti-Racism initiatives; embracing differences project	Ongoing	\$4,000.00		\$535.56
Support non-profit and cultural organizations training and networking opportunities (i.e. volunteers, grants,)	Performing, Visual & Mixed Arts; Industry, Business & Innovation; All Ages - Activities, Amenities, Programming; Community Vitality & Networking	Training Topics: Diversity, Equity and Inclusion; Evaluation		\$1,500.00		
Provide specialized/targeted funding for unique opportunities that create sense of place like moveable furniture; outdoor heritage/cultural signage; functional and/or portable public art.	Supportive Infrastructure & Related Resources; Industry, Business & Innovation; Performing, Visual & Mixed Arts; Our Heritage; The River & Natural Surroundings/Places	Examples of projects (won't be all of them): 2nd Ave Public Art Project/Entrances public art (aluminum; lighting; painted plant pots); Crosswalk Art; Mural project with SCIC (postponed from 2021); Potential Partnership initiatives with business community - PA Tourism/PAREDA, PADBID, Chamber; Play in a Park (June 15)		\$12,000.00		\$4,584.72
Little Red River Park master plan initiatives that grow the park's culture	Our Heritage; The River & Natural Surroundings/Places; Performing, Visual & Mixed Arts; Supportive Infrastructure & Related Resources; Food and Food Related/Culinary Culture; All Ages - Activities, Amenities, Programming; Community Vitality & Networking	Install signage at Little Red (done last year)/Ceremony; Crokicurl?; Increased signage (especially wayfinding to park); LRRP Master Plan priorities?	Spring 2022	\$1,000.00		
Supporting Professional and Developing Artists - Artists in Communities	Performing, Visual & Mixed Arts; Industry, Business & Innovation; All Ages - Activities, Amenities, Programming; Community Vitality & Networking	Support professional Artists and community organizations to provide opportunity for community to engage with the arts through Artist lead projects. Goal to lead to residencies.		\$45,000.00		\$31,732.72

Supporting Professional and Developing Artists - Artists in Communities	Performing, Visual & Mixed Arts; Industry, Business & Innovation; All Ages - Activities, Amenities, Programming; Community Vitality & Networking	Mural Project with Sask Council for International Cooperation & Artist Bruno Hernani. COPA covered meals (3) for the one week workshop, SCIC paying all other costs (donation).				\$848.73
Develop a Riverbank Working Group and immediate actions	Our Heritage; The River & Natural Surroundings/Places; Performing, Visual & Mixed Arts; Supportive Infrastructure & Related Resources; Food and Food Related/Culinary Culture; All Ages - Activities, Amenities, Programming;	Riverbank Working Group and initiatives; Connectivity to LRRP		\$0.00		
Work with the Transportation area of COPA Public Works and others to tackle barriers.	All Ages - Activities, Amenities, Programming; Community Vitality & Networking; Industry, Business & Innovation	Meet with the City's Transportation area of Public Works to discuss transportation barriers and issues and work towards solutions		\$0.00		
OPERATIONAL ACTIONS						
Cultural Inventory	Performing, Visual & Mixed Arts; Industry, Business & Innovation; All Ages - Activities, Amenities, Programming; Community Vitality & Networking; Supportive Infrastructure & Related Resources	Work with PAUIC, possibly CBYF and Prairie Wild to update the Cultural Inventory and add it to the COPA website	Spring	\$2,500.00	Yes	
MCAP continues promotion and awareness building	All Themes and Operational	Annual Report (4 page)	Ongoing	\$500.00		
Ongoing internal evaluation of the MCAP	Operational	Prairie Wild documentation/tracking/metrics development	Ongoing	\$2,500.00		\$1,155.00
MCAP continued communication, promotion, awareness building, and collaboration and support across community organizations	Operational	Working Group meeting costs such as coffee, lunch, etc. - 1-2 in person	Ongoing	\$500.00		\$259.40
Total Expenses				\$95,000.00		\$42,455.73
REVENUE						
COPA				\$40,000.00		\$40,000.00
SaskCulture CCEP Carry Over from 2021				\$0.00		\$0.00
SK Arts Artists in Communities Project Grant Carry Over From 2021				\$10,000.00		\$10,000.00
SK Arts Artists in Communities Project Grant Carry Over General				\$10,000.00		\$10,000.00
Community Initiatives Fund for Artists in Communities				\$25,000.00		\$20,000.00
SaskCulture Culture Days Sponsorship (NOT guaranteed)				\$5,000.00		\$5,000.00
SaskCulture CCEP Grant 2022 (NOT guaranteed)				\$5,000.00		\$3,750.00
Prince Albert Council for the Arts (Exhibition Honorarium - Artists in Communities)				\$0.00		\$200.00
Total Revenue				\$95,000.00		\$88,950.00

Prince Albert Municipal Cultural Action Plan
2023 Budget Initiatives
July 2022



Account Code Totals:

299	\$65,250.00
543	\$6,000.00
221	\$3,250.00
511	\$500.00
	\$75,000.00

2023 Action/Initiative	Theme/Goal Reference	Action/Initiative Detail	Timeline	2023 COPA Budget Request	Code	SaskCulture CCEP Grant Application	Actual to date
EXPENSES							
Event Support - MCAP Event Micro Grant (that are not receiving other COPA supports i.e. Waiving of Fees; DMF; CGP)	Our Heritage; The River & Natural Surroundings/Places; Performing, Visual & Mixed Arts; Supportive Infrastructure & Related Resources; Food and Food Related/Culinary Culture; All Ages - Activities, Amenities, Programming;	Support to new, emerging or developing special events that animate public spaces (includes virtual option). Events that are not receiving other COPA supports i.e. Waiving of Fees; DMF; CGP. \$500-\$750 max.	Ongoing	\$3,000.00	299		
Cultural Diversity, Equity and Inclusion Grant	Bridging Nations; Our Heritage	This grant will support community initiatives and projects that ensure that equity, diversity and inclusion are thoughtfully considered and build intercultural awareness and understanding in the community	Ongoing	\$3,000.00	299		
Culture Days Free Events	Our Heritage; Bridging Nations; All Ages - Activities, Amenities, Programming; Performing, Visual & Mixed Arts; Industry, Business & Innovation; Food and Food Related/Culinary Culture	Support the Culture Days events for 2022. Theme is Culture Days 2023.	Culture Days: September 23-October 7	\$7,000.00	\$5750 - 299; \$500 - 543; \$750 - 221		
Marketing Prince Albert Positives & Culture	Our Heritage; The River & Natural Surroundings/Places; Performing, Visual & Mixed Arts; Supportive Infrastructure & Related Resources; Food and Food Related/Culinary Culture; All Ages - Activities, Amenities, Programming;	culturecatch monthly or more sharing positive news stories; Photography; possibly Video	Ongoing	\$2,000.00	221		
Cultural Protocols	Bridging Nations; Our Heritage	Funding for cultural protocol related expenses such as tobacco, cloth, Knowledge Keeper consultation meetings, etc.	Ongoing	\$500.00	543		
Community Reconciliation initiatives	Bridging Nations; Our Heritage	Canada Day Reconciliation Ceremony; Training/Education	July 1 - Canada Day Event	\$2,000.00	299		
Indigenous Naming Initiative	Our Heritage; Bridging Nations	Name one space every 1-2 years.		\$2,500.00	299		
Diversity and Multicultural Awareness Initiatives	Bridging Nations; Food Related/Culinary Culture	Cultural Celebrations sharing/education posts (\$3000); Integrating activities/supports for newcomers in City run programs and facilities; Newcomers & Indigenous relationship building through art; Anti-Racism initiatives	Ongoing	\$1,000.00	299		
Support non-profit and cultural organizations training and networking opportunities (i.e. volunteers, grants,)	Performing, Visual & Mixed Arts; Industry, Business & Innovation; All Ages - Activities, Amenities, Programming; Community Vitality & Networking	Training offered to community. Topic(s) TBD.		\$500.00	299		
Provide specialized/targeted funding for unique opportunities that create sense of place like moveable furniture; outdoor heritage/cultural signage; functional and/or portable public art.	Supportive Infrastructure & Related Resources; Industry, Business & Innovation; Performing, Visual & Mixed Arts; Our Heritage; The River & Natural Surroundings/Places	Examples of projects (won't be all of them): 2nd Ave Public Art Project/Entrances public art (lighting, aluminum, painted plant pots); Crosswalk Art; Potential Partnership initiatives with PA Arts Board and/or business community - PA Tourism/PAREDA, PADBID, Chamber(June 15)		\$5,000.00	299		
Little Red River Park master plan initiatives that grow the park's culture	Our Heritage; The River & Natural Surroundings/Places; Performing, Visual & Mixed Arts; Supportive Infrastructure & Related Resources; Food and Food Related/Culinary Culture; All Ages - Activities, Amenities, Programming; Community Vitality & Networking	Feasibility study for river crossing and link to LRRP?; Crokicurl?; Increased signage (especially wayfinding to park); LRRP Master Plan priorities?	Spring 2022	\$2,500.00	299		

Supporting Professional and Developing Artists - Artists in Communities	Performing, Visual & Mixed Arts; Industry, Business & Innovation; All Ages - Activities, Amenities, Programming; Community Vitality & Networking	Support professional Artists and community organizations to provide opportunity for community to engage with the arts through Artist lead projects. Goal to lead to residencies.		\$35,000.00	\$30,000 - 299; \$5000 - 543		
Develop the Riverbank	Our Heritage; The River & Natural Surroundings/Places; Performing, Visual & Mixed Arts; Supportive Infrastructure & Related Resources; Food and Food Related/Culinary Culture; All Ages - Activities, Amenities, Programming;	Riverbank Working Group and initiatives; Connectivity to LRRP; Cook Shelter/Community Oven?		\$7,500.00	299		
Work with the Transportation area of COPA Public Works and others to tackle barriers.	All Ages - Activities, Amenities, Programming; Community Vitality & Networking; Industry, Business & Innovation	Continue to work with the City's Transportation area of Public Works to discuss transportation barriers and issues and work towards solutions		\$0.00	n/a		
OPERATIONAL ACTIONS							
MCAP continues promotion and awareness building	All Themes and Operational	Annual Report (4 page)	Ongoing	\$500.00	221		
Ongoing internal evaluation of the MCAP	Operational	Prairie Wild documentation/tracking/metrics development	Ongoing	\$2,500.00	299		
MCAP continued communication, promotion, awareness building, and collaboration and support across community organizations	Operational	Working Group meeting costs such as coffee, lunch, etc. - 1-2 in person	Ongoing	\$500.00	511		
Total Expenses				\$75,000.00			\$0.00
REVENUE							
COPA				\$40,000.00			
SaskCulture CCEP Carry Over from 2022				\$0.00			
SK Arts Artists in Communities Project Grant Carry Over From 2022				\$0.00			
Community Initiatives Fund for Artists in Communities				\$25,000.00			
SaskCulture Culture Days Sponsorship (NOT guaranteed)				\$5,000.00			
SaskCulture CCEP Grant 2023 (NOT guaranteed)				\$5,000.00			
Total Revenue				\$75,000.00			

TITLE: Public Art Update

DATE: August 19, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That the Public Art update in report RPT 22-325, including the projects within it, be approved, received and filed; and,
2. That the Public Art 2023 Budget Plan Draft as attached to report RPT-325 be reviewed during the 2023 budget deliberations.

TOPIC & PURPOSE:

To provide an update on the City's Public Art 2021 highlights, 2022 initiatives, and 2023 budget request and draft plan.

BACKGROUND:

A Public Art Working Group, working with the Prince Albert Arts Board and the Arts & Cultural Coordinator, developed a Public Art Policy in 2015/2016 which included public consultation. City Council approved the Public Art Policy including the annual budget and reserve fund on November 24, 2016 (Resolution #0222). The Policy identifies that a minimum of \$30,000 be allocated annually to the Public Art Reserve Fund.

At the May 17, 2017 Community Services Advisory Committee (CSAC) Meeting a motion was made directing administration to prepare a Long Term Plan for the Public Art Policy. The Public Art Working Group, with the Arts & Cultural Coordinator developed a Public Art Plan which was approved by City Council through resolution #0529 on October 10, 2017, aligned to the City's Public Art Policy. The Public Art Working Group gave the plan considerable thought including a thorough review of the public art policy and public input. The

plan is a working document and fluid plan, and is reviewed by the Working Group at each meeting. This plan is attached to this report.

In the Fall of 2017, the City contracted the Mann Art Gallery to do a Public Art Inventory for the City. In 2020, we contracted Jesse Campbell to update the inventory and put it in a more user friendly format. We also contracted the Mann Art Gallery (Tia Furstenberg) to complete a condition report. As noted in the plan, this is completed every two years to ensure our public art is reviewed for maintenance required. The Public Art Working Group reviews the maintenance priorities regularly and the Arts & Culture Coordinator organizes the completion of the required maintenance.

The initiatives in 2021 included:

- Planning for the major public art commission by Saskatoon artist Mary Longman for placement in Scarrow Plaza/Park, also near the Sisters in Spirit Monument Site on the Riverbank. This included soliciting grant funding.
- Facilitating a call for artists' designs and the installation of two Crosswalk Art projects.
- Promoting the Public Art Tour Brochure in print and on the City's website. A guided tour was provided as part of the 2021 Culture Days. (MCAP budget)
- Management of the Orange Shirt Day call for an Indigenous artist and design selection for Prince Albert's own Orange Shirt Day design used for T-shirts, and window and crosswalk stencils. (MCAP project)
- Completed public art inventory updates and maintenance on the public art including cleaning and removal of graffiti.
- Developed Public Art Donation Guidelines and a Public Art Donation Agreement.
- Worked with the Saskatchewan Council for International Cooperation (SCIC) on a mural donation project where the artist will work with Community Building Youth Futures (CBYF) youth in Prince Albert to create a mural to be hung downtown. This was unfortunately postponed a few days before the week long mural project workshop due to a family emergency of the artist. It was re-scheduled for summer 2022.
- Facilitated a call for artist concepts for a 2nd Avenue art installation, working with the Parks Manager and Public Art Working Group however this project was not approved.
- The Working Group discussed the new recreation development and recommend one percent of the development be used for public art.
- No Public Art Partnership Stimulus Fund grant applications have been received to date, however we have had some inquiries.

PROPOSED APPROACH AND RATIONALE:

The 2022 Public Art initiatives completed or underway include:

- **Passage Home** public art commission – managing this commission of a bronze sculpture of a traditional travois carrier, which symbolically offers a safe passage for children to return to their families and territories of origin and to rest in peace by

Saskatoon artist Mary Longman for placement in Scarrow Plaza/Park, also near the Sisters in Spirit Monument Site on the Riverbank. Part of the project includes a Healing Garden. Passage Home will be a meaningful addition to the public art in Prince Albert and the Healing Garden will be a wonderful area for reflection, vigils, ceremonies, and events. We will also be developing an education component which will include a plaque, video project and photography through a grant secured from Canadian Heritage. This work will continue into 2023.

- New Five Year Plan - development of a new draft five year plan for 2023-2027, guided by the Public Art Working Group. This draft plan is attached to this report.
- SCIC Mural Donation Project - completion of the SCIC Mural Project including a week long mural workshop with CBYF youth (20 participants in total), and the installation and reveal of the mural.
- Maintaining Existing Public Art - facilitating the prioritized maintenance to existing public art through a contract with Tia Furstenberg.
- Crosswalk Art - coordination of crosswalk art at four streets as approved through the new Crosswalk Art Policy (Transportation), one in partnership with First Nations University of Saskatchewan. Also requested art stencils at specific sidewalk locations.

The budget and plan for 2023 is attached to this report. Draft plans include:

- Passage Home – completion of this commission and unveiling of the art and Healing Garden as well as completion of the education/documentation to be located on the City's website (video, photography).
- Maintaining Existing Public Art - Restoration of the Kenderdine painting in City Council Chambers.
- Public Art Stimulus Partnership Fund – revision of this grant program to be more inclusive and that assists to increase public art in our City. Implementation of this grant program.

CONSULTATIONS:

- The Public Art Working Group has provided guidance and expertise with the Public Art Plan. This group includes Jesse Campbell, Wes Moore, Marcus Miller, Judy McNaughton, Lana Wilson, Roxanne Dicke, and Kristina Karpluk. This group adjudicates applications to the Public Art Stimulus Partnership Fund. The Public Art Working Group has met twice to date in 2022.
- Artist Mary Longman
- Tim Yeaman, Parks Manager
- SCIC, and the Mural Lead Artist Bruno Hernani
- Doug Vass, downtown business owner
- Evan Hastings, Transportation and Traffic Manager
- Janet Carriere, Prince Albert Indian and Metis Friendship Centre
- Community Building Youth Futures (CBYF)
- Alejandro Romero, Arts & Culture Consultant - Public Art, City of Saskatoon

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Public Art Policy, Plan & Project communication includes:

- City of Prince Albert news releases
- City of Prince Albert website
- City of Prince Albert social media
- Implementation Initiatives
- Printed documents, i.e. Public Art Brochure
- Public Art Partnership Stimulus Grant
- With and through community and provincial partner organizations such as the Prince Albert Arts Board, Mann Art Gallery, Prince Albert Council for the Arts, Prince Albert Urban Indigenous Coalition, Community Network Coalition, Community Building Youth Futures, SaskCulture and the Saskatchewan Arts Board.

POLICY IMPLICATIONS:

- Public Art Policy
- Civic Arts Policy
- Municipal Cultural Action Plan
- Cultural Diversity & Protocol Policy
- Community Services Master Plan
- Truth & Reconciliation Commission Calls to Action (#83)

FINANCIAL IMPLICATIONS:

The draft 2023 budget plan is attached to this report. The 2023 funding request is \$30,000. Increased and/or new funding (i.e. grant programs/sponsorship) will be needed for future commissions including the new recreation development.

STRATEGIC PLAN:

Public Art supports the core values of the City of Prince Albert - innovative, entrepreneurial, and partnerships. It is related primarily to the goal of an active and caring community, as well as sustainable growth.

OFFICIAL COMMUNITY PLAN:

The Official Community Plan discusses public art as a possible business partnership as well as part of social development. Public art is a significant part of the Municipal Cultural Action Plan.

OPTIONS TO RECOMMENDATION:

There are no other options or considerations and no privacy implications to the City of Prince Albert.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION: PowerPoint by Judy MacLeod Campbell

ATTACHMENTS:

1. Public Art Plan 2017-2022
2. 2023 Public Art Draft Budget
3. Public Art Plan 2023-2027

Written by: Judy MacLeod Campbell, Arts & Culture Coordinator

Approved by: Director of Community Services and City Manager

Developed: May 10, 2017

Updated: July 26, 2022

Public Art Working Group: Jesse Campbell, Judy McNaughton, Wes Moore, Lana Wilson, Roxanne Dicke, Kristina Karpluk, Marcus Miller, Judy MacLeod Campbell

Purpose:

The City of Prince Albert Public Art Plan will have a balance of small, partnership, community projects; larger commissions of public art that are a long term fit for our community; and, maintenance of existing public art.

Vision:

Public art in Prince Albert will be accessible to all and inspire optimism and creativity.

Revenue	2017		2018		2019		2020			2021			2022		
Item	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Detail	Budget	Actual	Detail	Budget	Actual	Detail
Carry Over - Public Art Reserve	n/a	n/a	\$27,000.00	\$27,000.00	\$44,789.81	\$44,789.81	\$55,000.00	\$57,381.89	As per city records	\$68,000.00	\$70,617.31		\$94,500.00	\$96,974.86	GST taken off
COPA	\$30,000.00	\$30,000.00	\$30,000.00	\$20,000.00	\$45,000.00	\$30,000.00	\$30,000.00	\$30,000.00		\$30,000.00	\$30,000.00		\$50,000.00	\$30,000.00	
Grant, Partner															
Total Revenue	\$30,000.00	\$30,000.00	\$57,000.00	\$47,000.00	\$89,789.81	\$74,789.81	\$85,000.00	\$87,381.89		\$98,000.00	\$100,617.31		\$144,500.00	\$126,974.86	
Expenses															
Item					Budget	Actual	Budget	Actual	Detail	Budget	Actual	Detail	Budget	Actual	Detail
Inventory & Condition Report	\$3,000.00	\$3,000.00	\$0.00	\$0.00	n/a	n/a	\$1,000.00	\$2,519.23	MAG Condition Report; Cuneo re-hang; Inventory Contract	\$500.00	\$187.50	Condition report	\$0.00		
Maintenance to existing Public Art	\$3,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	\$17,492.00	\$17,700.00	\$16,587.90	Cuneo final payment & shipping				\$500.00		
Public Art Stimulus Partnership Fund	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00			\$2,000.00			\$2,000.00		
Commission of Public Art	n/a	n/a	n/a	n/a	n/a		n/a			\$2,500.00	\$2,500.00	Mary Longman proposal	\$123,000.00		Plus a \$100,000 Canada Council grant that Mary Longman received
Crosswalk Art										\$1,000.00	\$1,000.00	2 designs	\$1,000.00		
Working Group Meetings			\$250.00	\$210.19	\$500.00	\$283.10	\$300.00	\$141.64		\$100.00			\$300.00		
Total Expenses	\$8,000.00	\$3,000.00	\$2,250.00	\$2,210.19	\$52,500.00	\$19,775.10	\$21,000.00	\$19,248.77		\$6,100.00	\$3,687.50		\$126,800.00		
Carry Over	\$22,000.00	\$27,000.00	\$54,750.00	\$44,789.81	\$37,289.81	\$55,014.71	\$64,000.00	\$68,133.12		\$94,517.31	\$96,929.81		\$174.86		



Public Art Budget 2023

Draft: August 4, 2022

ACCOUNT: 1-2-75113

Budget Code Totals:	
212	\$3,500.00
299	\$11,250.00
511	\$250.00
Carry Over	\$15,000.00
	\$30,000.00

Revenue

Item	Amount	Code	Detail
Carry Over - Public Art Reserve Fund	\$0.00		
2022 COPA	\$30,000.00		
Total Revenue	\$30,000.00		

Expenses

Item	Amount	Code	Detail	Payee Name
Inventory and Condition Report	\$0.00		2024?	
Maintenance	\$7,750.00	299 - \$4250; 212 - \$3500	Kenderdine restoration; shipping	
Public Art Partnership Stimulus Fund	\$7,000.00	299		
Working Group Meetings	\$250.00	511		
Save for future acquisition	\$15,000.00			
Total Expenses	\$30,000.00			
Difference	\$0.00			



Public Art Draft Plan 2023-2027

Draft Developed: August 4, 2022 **Updated:**

Public Art Working Group: Jesse Campbell, Judy McNaughton, Wes Moore, Lana Wilson, Roxanne Dicke, Kristina Karpluk, Marcus Miller, Judy MacLeod Campbell

Purpose:

The City of Prince Albert Public Art Plan will have a balance of small, partnership, community projects; larger commissions of public art that are a long term fit for our community; and, maintenance of existing public art.

Vision:

Public art in Prince Albert will be accessible to all and inspire optimism and creativity.

Revenue	2023			2024			2025			2026			2027		
	Budget	Actual	Detail	Budget	Actual		Budget	Actual		Budget	Actual	Detail	Budget	Actual	Detail
Carry Over - Public Art Reserve	\$0.00			\$15,000.00			\$30,500.00			\$49,250.00			\$68,500.00		
COPA	\$30,000.00			\$30,000.00			\$30,000.00			\$30,000.00			\$30,000.00		
Grant, Partner															
Total Revenue	\$30,000.00			\$45,000.00	\$0.00		\$60,500.00	\$0.00		\$79,250.00			\$98,500.00		
Expenses															
Item	Budget	Actual	Detail				Budget	Actual		Budget	Actual	Detail	Budget	Actual	Detail
Inventory & Condition Report	\$0.00			\$1,750.00			\$0.00			\$0.00			\$1,750.00		
Maintenance to existing Public Art	\$7,750.00			\$2,500.00			\$1,000.00			\$500.00			\$500.00		
Public Art Stimulus Partnership Fund	\$7,000.00			\$10,000.00			\$10,000.00			\$10,000.00			\$10,000.00		
Commission of Public Art	\$0.00			\$0.00			\$0.00			\$0.00			\$85,000.00		
Small PA Project	\$0.00			\$0.00			\$0.00			\$0.00			\$0.00		
Working Group Meetings	\$250.00			\$250.00			\$250.00			\$250.00			\$250.00		
Total Expenses	\$15,000.00			\$14,500.00			\$11,250.00			\$10,750.00			\$97,500.00		
Carry Over	\$15,000.00			\$30,500.00			\$49,250.00			\$68,500.00			\$1,000.00		

Other:

New facility outside public art (2024 with grand opening)

\$50,000.00

New facility inside public art (2025 or 2026)

\$50,000.00

2029 - Attempt getting a significant acquisition through Canadian Heritage Legacy Fund (P.A.'s 125) (50%, max \$50,000) - save 2028-2029 money for or more if needed (carry over instead of 2027 acquisition)

RPT 22-362

TITLE: State of the Playgrounds Update 2022

DATE: August 28, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the State of the Playgrounds report be forwarded to the 2023 Budget Committee deliberations for consideration.

TOPIC & PURPOSE:

This report is to provide the Budget Committee with an update into the State of the Playgrounds Report and the accomplishments to date within the 2022 year. As well for the Budget Committee to review a proposed funding level increase in the 2023 budget year for playground/amenity replacement.

BACKGROUND:

The City of Prince Albert owns and maintains 29 playground structures, 1 paddling pool and 8 Spray Parks, and these structures come in all types throughout the neighborhood parks.

While some tend to be elaborate with fully themed units, climbers, spring toys, multi-level play houses other, playgrounds are age appropriate, designed and enjoyed by smaller children.

Spray parks are as well unique in nature to the area in which they were built allowing for a different experience at each location you visit.

The report to Council is to provide the current state of playgrounds and current investments within the city and continues to look at the ongoing maintenance and possibilities of refurbishment/replacement. Community Services over the past 5 years began this journey by providing Council with a comprehensive State of the Playgrounds Report back in 2019 outlining objectives to refurbishment/replacement. Prioritizing those objectives through a

systematic inspection process continues to identify priority locations and those that have the ability to wait.

Funding levels in the 2022 budgeting season provided for \$70,000 in operational dollars used to help maintain and improve current play space and capital investment dollars of \$130,000 helping us to achieve a brand new development of a basketball court and pickle ball court installation within the Carlton Community Club outdoor ice rink.

Partnerships have also continue to play an important part in seeing projects or enhancements to park space completed in 2022. The City was happy to partner with the Carlton Community Club through fundraising efforts on the Club's side to help raise approximately an additional \$30,000 to put towards the development as noted above.

Other important partnerships in 2022 allowed opportunity for the City to partner with Mr. Jenkins through his Family Foundation to bring an enclosed skate board park and enhanced basketball courts to the James Isbister Park located near West View Public School, and a brand new Water Spray Park in the Crescent Heights area.

Partnership with the Rotary Club of Prince Albert, Mr. Jenkins and the City were also achieved to bring the Rotary Adventure Park to Little Red River Park. The Rotary Adventure Park slated for opening in 2022 and by far one of the largest projects in this operating year is still under construction. The project certainly has presented its challenges and is currently behind schedule for opening in 2022. Do to delays at times beyond the city's control we continue to monitor and reset timelines to ensure we are being as realistic as possible to deliver a great product that will enhance the Little Red River Park system for years to come.

Partnerships and funding opportunities have and continue to be very important to the City in achieve milestones in playground and spray park development. These partnerships give the City of Prince Albert a competitive edge in providing newcomers and those looking for a place to invest and live a reason to look seriously at reasons why Prince Albert is a great investment for business, family and play.

PROPOSED APPROACH AND RATIONALE:

Through Capital funding and partnerships the following was accomplished or in the process of being accomplished in the 2022 budget season.

2022

Carlton Community Club

Has benefitted from a City capital budget investment in the amount of \$130,000 and an additional \$30,000 in fundraising/partnership by the Community Club to add to this designated project. These dollars allowed for the conversion of an unpaved outdoor rink surface to a paved surface to accommodate for year round useable space. The surfacing improvements

have allowed for the accommodation of 3 outdoor Pickle Ball Courts as well as two basketball courts, new puck board, new netting above the rink boards, netting to divide the rink in half, garbage/recycle bins, picnic tables, player's benches, basketball poles, backboards, hoops, and basketballs.

This was a unique project as it did not require the need for a playground as space was limited and it was important to consult within the community to discuss ideas that fit with the space to bring a source of play for all ages.

James Isbister Park

Has benefitted from a City capital budget investment in the amount of \$100,000 and a partnership investment from Mr. Jenkins of \$200,000 to add to this designated project. These dollars allowed for a unique project seeing a first for the City with the introduction of a Musco Mini-Pitch to house a skate park and also the much needed improvement to the existing basketball court taking the space from 2 useable baskets to 6, increasing the playability of the site. Both projects were the recipients of new asphalt work and will see lighting upgrades, picnic tables, garbage/recycle bins, player's benches, new basketball poles, backboards, hoops and basketballs.

This unique project allowed for an out of the box strategy as West View School within close proximity already had a well laid out playground accessible to the community. This one of a kind project will serve as an opportunity to review how we use space moving forward, looking for those one of a kind projects to help in planning practices of how park space can be redesigned to help meet the needs of community.

Crescent Heights Spray Park

Benefitted from a City capital budget investment in the amount of \$120,000 and a partnership investment from Mr. Jenkins of \$230,000 to add to this designated project. These dollars allowed for a brand new spray park just north of the Crescent Heights Community Hall and West of the old paddling pool. The project has allowed for the install of some new spray park features not seen within the City before such as the Flash Flood, Mini Flash Flood, Aqua Gather Station, Whirl Flex, Tot Wellspring and Acrylic Tot Shower Dome.

These types of projects continue to help the City during the planning process to push the boundaries of water play can and could look like bringing hours of fun and inclusive play in a spray park setting.

Rotary Adventure Park

Has benefitted from a City capital budget investment in the amount of \$280,000 and partnership investments from the Rotary Club of Prince Albert in the amount of \$520,000 and Mr. Jenkins in the amount of \$400,000 to add to this designated project. These dollars are allowing for a one of a kind project to bring play like we have never seen before to the Little

Red River Park. Once complete this park will see the installation of swings, a parkour area, adult work-out center, children's play area, climbing equipment, accessible swings and zip line, (4) 100' zip lines, GSX challenge equipment, pathways, lighting, and a new camp kitchen.

This project has seen delays pushing back what we had hoped was a completion date within July. We continue to monitor this project working with the installer to ensure projected timelines moving forward are realistic and in-line with bringing a quality legacy building project to the park in which visitors can enjoy for years to come.

In the early days of the report we had noted that 75% of our playgrounds; were identified as being obsolete, what did that actually mean? Other than the playground supplier was no longer in business it also meant that parts for the playgrounds would be difficult to find but not impossible to obtain. Over the past five years (2017- 2022), we continually review and assess our playground improvement opportunities, prioritizing that work with an amazing \$4,357,165 in playground/play space dollars reinvested through important partnerships, grants and increased funding provided through council year-to-date. Through this same process we have seen an amazing investment in our spray parks from (2015-2022) totalling \$1,077,613. We continue to recognize that playground replacement priorities do change and will change from year-to-year and have identified a change in priorities for 2023 with one identified project being moved to the top of the list.

Midtown Park

After much review and consultation and taking into consideration many safety factors around this particular play space we believe moving Midtown up in the rankings by a year is necessary. Over the last 3-years we have been monitoring the space and have noted several concerning factors that make this play space difficult to access and increasing safety concerns for those that use it. Those concerns are as follows:

- Large poplar trees that line the East side of the park and the roots from those trees invading the play/spray park space, compromising safe play.
- The play space and spray pad sit directly next and within very close proximity (3 meters) to 6th Avenue East noting the higher flow and higher speed of traffic that utilizes this stretch of roadway.
- The play/spray park equipment, due to its close proximity to 6th Avenue East have been the recipient of overspray of salt and sand products during the winter months for several years. The efforts of snow clearing and products used have been large contributors to wear and tear and breakdown within some areas of the concrete surfacing and play equipment within the area.

- The play and spray park equipment are noted to be declining at a faster rate due to some of the challenges within the current location.

The plan for the 2023 operating year is to look at completing both the Spray Park and Playground development through grant funding and partnership. The department would like to see the play space pulled back to the West of its current development opening the new potential development to a broader range of ideas and considerations on how the space is to be reimagined.

Noting the state of the world we currently operate within and how that has resulted in increases across the board for materials and labor, the department is anticipating in pre-planning conversation with suppliers that we could see pricing for 2023 as follows:

- Removal of old spray pad and playground equipment - \$25,000
- Construction of a new Spray Pad - \$350,000 - \$400,000
- Construction of a new Playground - \$150,000 - \$200,000 (this would include consideration for new garbage cans, bench seating, picnic tables, lighting, security)
- \$20-\$30,000 asphalt pathway consideration

The department is working to obtain a visual concept and estimated pricing involved to bring this project forward during the 2023 budget deliberations. The Department is committed to sourcing additional funding partnerships, grants and funding opportunities to help support this important project.

By replacing the Spray Park at Midtown in 2023 this would leave for consideration the replacement of the paddling pool at Hazeldell Community Club resulting in all Spray Park and paddling pools being replaced by the end of 2024. A review of the status of the main building at the Hazeldell Community Club is required to determine the long term strategy for this site.

Being able to thoughtfully budget moving forward will allow Community Services to plan for a functional, well maintained playground system that offers something for everyone.

Public parks are an important place for formal and informal play. Especially amongst children, play is a foundational method for developing a number of skills that are necessary for later life. Through play, children develop skills associated with socialization, coordination, imagination, and cognition.

If we want to have a playground environment, we are proud of, that offers children, families, users the opportunity to experience play in a fun, unique and safe environments we believe steps have been, taken, ensuring that the City playgrounds are around for the long term by investing in today and reaping the benefits of that investment tomorrow.

CONSULTATIONS:

The City is committed to ongoing engagement with the community in decisions about parks and playgrounds. Documents like the Community Services Master Plan and tools such as 'Let's Talk Prince Albert' can be used to help guide and direct the City on how and when we engage the public for their feedback as well as how we can encourage users to take an active role in planning the future of our parks.

The Community Services Advisory Committee can also provide feedback and direction and be that voice for the community throughout this process.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Decisions based on future playground development and funding will flow through our Communication Department.

FINACIAL IMPLICATIONS:

Community Services would like to make the following options available to the Budget Committee for consideration in the 2023 budgeting process.

- That the current source of funding of \$130,000 be increased an additional \$20,000 bringing the total Capital playground investment to \$150,000 and that the \$70,000 in Operating remain the same. This would provide opportunity to continue with creating a single new play structure along with lighting improvements, furniture (garbage can, bench, bike rack, picnic table), and a security camera if required; and,
- That new capital investment from the City into spray pad & paddling pool replacement of \$200,000 be considered with a commitment from the Department to seek out matching dollars through partnerships, grant dollars and other funding opportunities to help make these projects a reality.

Community services is committed to seeking out external funding opportunities to assist with future playground and spray park opportunities whether that be refurbishment or replacement strategies.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no policy, privacy implications, or other considerations.

STRATEGIC PLAN:

This report supports the ability to be accountable and transparent while working to ensure all facets of City operations and projects are sustainable, operating with efficiency, mitigating risk, and utilizing transparent and realistic costing.

OFFICIAL COMMUNITY PLAN:

This report supports the Community Services Master Plan initiatives and addresses the goal of contributing to infrastructure and sustainability efforts through proper planning which can help preserve and maintain natural and built environments. Our connection to the natural world is important and must be, considered in the delivery of community services.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION:

PowerPoint by Timothy Yeaman, Parks and Open Spaces Manager

ATTACHMENTS:

1. Parks Report Fully Merged
2. Playground PowerPoint Overview
3. Midtown Aerial Overview

Written by: Timothy Yeaman, Parks and Open Spaces Manager

Approved by: Director of Community Services and City Manager

State of the Playgrounds Report

Research on Park
Playground Planning &
Management

*Creating communities where children feel
welcome and included bodes well for the future
of our City.*



City of
Prince Albert

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1. INTRODUCTION

Public parks are an important place for formal and informal play. Especially amongst children, play is a foundational method for developing a number of skills that are necessary for later life. Through play, children develop skills associated with socialization, coordination, imagination, and cognition.

The City of Prince Albert conducted an online public survey to gather the perspectives and opinions of local residents during the community engagement process when developing the Community Masterplan. One of the questions asked during the Community Services Masterplan process was, “Assuming that costs could be held at affordable levels, please indicate whether you support or oppose the following new and/or upgraded OUTDOOR facility components in Prince Albert”. Playgrounds was noted to be at the top of this list of out 35 different facility components and scored strong support at 59%, second to this was Natural Areas/Open Spaces which tied in support with Playgrounds at 59% and in third was Water/Spray Parks at 56%.

The Community Masterplan also asked, “From the list of options, what does your household consider as the TOP FIVE OUTDOOR priorities for the City of Prince Albert?” Water/Spray Parks scored a strong 38% out of 35 noted options and Playgrounds came in second at 33% support.

This report promotes effective playground planning and management. It seeks to identify key trends and better practices.

The report is divided into five major sections:

1. City of Prince Albert priorities
2. Parks Users and Playgrounds. An overview of park user profiles and requirements for playgrounds.
3. Benchmarked Playground planning & Management Indicators. This section is divided into seven groupings:
 - a. Playground Category per 36,000 of population
 - b. Playground Settings
 - c. Playground Maintenance & Audit Frequencies
 - d. Playground Life Periods
 - e. Soft Fall (Surfacing)
 - f. Playground Ageing
 - g. Playground Costs
4. Hints & Tips in Playground Planning and Management.
5. Case Studies & Publications.

1.1 Identified Playgrounds for this Report

Thirty playgrounds identified using four (4) different quadrants, North West, South West, North East and South East noting that the playgrounds range in age from late 1990s to present day.

North West	South West	North East	South East
James Isbister	Alfred Jenkins	Lakeland Ford	Dent Crescent
Parkland	High Noon Optimist	Albright	Hogeweide
Nordale	Kinmen	Miller	Elks
Hazeldell	Kinsmen Water Park	Midtown	Carlton
Mair	Optimist Tourist	Elks River	Erickson
Bernice Sayese Centre	Mahon	Little Red River	AC Howard
			South East
			Longworth
			Davis
			Agnew
			Muzzy Drive
			Barton Coombe
			Southwood

1.2 Playground Age and Supplier

Playground	Age	Supplier
AC Howard	2005	Blue Imp
Agnew	Early 2000's	Romperland
Albright	2007	Romperland
AJFH	2019	Playgrounds-R-Us
Barton Coombe	2015	Blue Imp
Bernice Sayese Centre	2008	Romperland
Carlton	2004 (Swings Only at this Playground)	Romperland
Crescent Acres (Muzzy Drive)	2019	Playgrounds-R-Us
Davis	Early 2000's	Romperland
Dent	2004	Blue Imp
Elks	2004	Romperland
Elks River	2004	Romperland
Erickson	2000	Blue Imp
Hazeldell	2002	Romperland
High Noon Optimist	2002	Romperland
Hogeweide	2002	Romperland

James Isbister	1998	Romperland
Kinsmen	2016	Playworks & Blue Imp
Kinsmen Water Park	2004	Romperland
Lakeland Ford Park	2011	Blue Imp
Longworth	2001	Romperland
Little Red River	2000	Blue Imp
Mahon	2011	Romperland
Mair	2004	Romperland
Midtown	Early to mid 2000's	Romperland
Miller Hill	2004	Romperland
Playground	Age	Supplier
Nordale (Structure #1)	2004	Romperland
Nordale (Structure #2)	2008	Romperland
Optimist Tourist	2000 (Swings only at this playground)	Romperland
Southwood	2004	Romperland

***Supplier "Romperland" is no longer in business making 75% of all our playground equipment obsolete.**

2. CITY OF PRINCE ALBERT PRIORITIES

Figure 1. Challenges with Playgrounds

Keeping Playgrounds Safe

Creating Distinctive & High Quality Playgrounds

Maintaining at an appropriate frequency

Providing a range of Play spaces in parks

Getting value for money with maintenance

Providing an appropriate number of playgrounds

Auditing playgrounds at an appropriate frequency

Encouraging playground use

Balance of Natural Play verses Manufactured

The Community Services Department looks to prioritize safe, distinctive and maintainable play settings that allow for development of socialization, coordination, imagination, and cognition skills. How can this be achieved within a municipal setting is another matter. Risk Management, cost and community drivers can often encumber the more ideal outcomes.

KEEPING PLAYGROUNDS SAFE









“Safety is a key concern and this could relate to maintenance, use of play equipment, location and community attitudes”

“Keeping playgrounds safe is a key issue, especially in terms of responding to vandalism and the visibility of many playgrounds.”

“The City has a genuine commitment for community engagement and sometimes our best efforts in regard to appropriate play is stalled by parental concern in regard to risk taking.”

What do Children want in their Outdoor Play Spaces?


Research shows that children would choose:

 Vegetation	 Water	 Mud, dirt, sand
 Creatures and insects	 Wildness	 Natural colour, diversity, change
 Loose parts	 Different levels, nooks and crannies	 Rocks, logs, stumps

Natural spaces are full of wonder, possibility and challenge.

Anything less is second best!

www.letthechildrenplay.net.au




3. ACCESS

Looking at access to parks within the City, there is indication that users may choose to bypass a number of closely available playground units in order to utilize their preferred facility (newer, bigger, better, variety of activities, etc.).

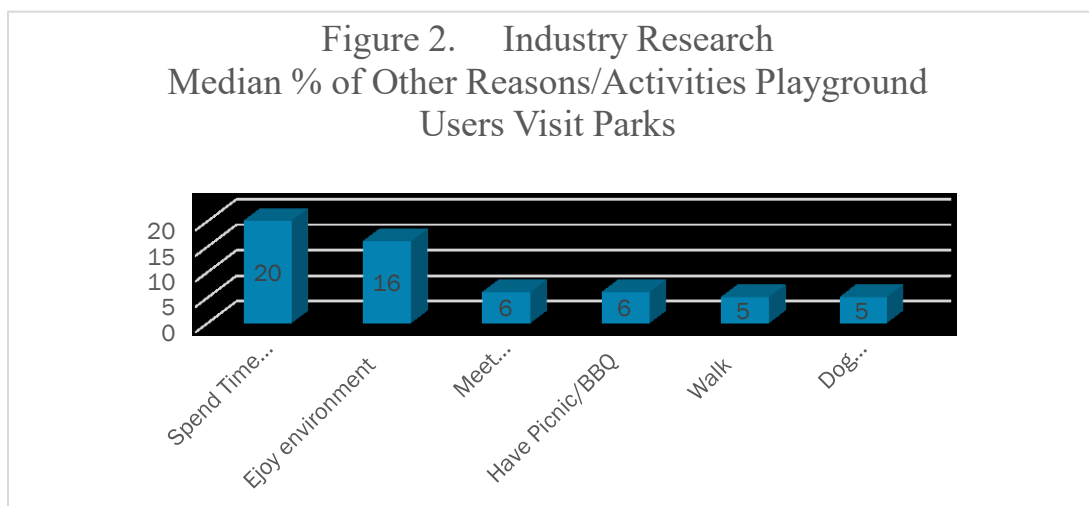
While looking at means of access, information from other Municipalities, it shows that in many communities over 47% of users will drive a car to the park, while 49% would prefer to walk and the other 1% would use public transit.

This same research shows that the median distance travelled is 1 km and median time travelled is 5 minutes, information from our own research here in Prince Albert seems to collaborate this information.

The Community Services Masterplan process engaged the community through the survey process by asking, “For each amenity listed below, please indicate how many times your household has used these OUTDOOR facilities in the past twelve months”. Community playgrounds was noted as having 21% of respondents indicate that they visit a community playground 21+ times per year out of 30 Outdoor Facility options, only second to the Rotary Trail which saw 41% of respondents indicate 21+ times per year.

Insights from industry professionals highlight why users attend playgrounds and consider possible travel to a larger setting if available. Factors include:

- A lack of diverse playground facilities in close playgrounds. Many smaller local playgrounds cater for a limited range of playground experiences. Anecdotal evidence indicates that children will quickly tire of a small playground unit. Smaller units may also have insufficient diversity to cater for differing age groups within a family or group of children.
- The “play” experience extends beyond the playground unit. The most popular playground settings feature adjoining facilities to cater for all ages (Kinsmen Park for example). Popular features associated with a playground setting include comfortable seats, picnic facilities, landscaping; open areas to kick/throw a ball, toilets, shade, parking, and potable water. These features provide for a wider array of recreational opportunities.
- Meeting friends and socializing is often an important activity for playground users and children. This requires travel to a predetermined location that is likely to be further than the closest playground.





3.3 Better Family & Service Provision

Areas that have been identified as opportunities to improve facility and service provision within the parks, while the biggest identified opportunities come with facility and service provisions associated with playground equipment and under surfacing, a number of other areas identified. They included shade and shelter, seats/tables, potable water, and fences and barriers.

Better Service Provision Area

Playground (upgrade, repair, undersurface)

Shade & Shelter (provide incorporated picnic areas and update existing)

Seats/Tables (more/provide and incorporate around park, keeping them clean and in good condition)

Potable Water (In areas where we can make it available, provide the opportunity for potable water options)

Fences/Barriers (Securing our playgrounds, fixing and installing fencing where it makes sense, near cars, major roadways, etc.)

BBQ's (Where provided, replace/fix)

Garbage Bins (Provide animal proof bins and increase the frequency of emptying)

Access (parking lots to provide for handicap parking, fix potholes, more parking considerations)

Soft Landscape (More trees, shrubs, cut and maintain grass, landscape and green space)

General Maintenance (Clean-up, dedicated staff in larger parks such as Kinsmen, removal of glass, sharps, paint where applicable, etc.)

In order to ensure better service provision, looking at housing density in areas and the importance of the number of playground units that exist cannot be understated. Playground units in multiple smaller local parks are costly to establish and maintain, given their likely levels of under-utilization, if playground units, are not integrated around other recreational opportunities. The practice of selecting and establishing “stand alone” playground units in multiple smaller local parks could be considered uneconomical when compared to the opportunity cost of utilizing capital funds to establish one larger playground setting in a centrally located area of the community.

4. BENCHMARKED PLAYGROUND PLANNING & MANAGEMENT INDICATORS

4.1 How to use this Data

As we move forward on the development of our open spaces we want to show that the work outputs are aligned with the Community Services Masterplan, and are meeting community requirements, while being delivered in an efficient and effective manner. Quantifiable management indicators; should be used for monitoring and benchmarking. The indicators are to identify:

- Measurement of progress towards achieving desired outcomes
- Provision of information for addressing difficult questions
- Addressing (cause and effect)
- Directing Priorities
- Promoting accountability through transparency
- Drawing attention to negative trends
- Improving awareness of conflicts between goals
- Promoting adaptive management and continuous learning

Engaging the community helps identify and provide feedback on indicators, comparing that feedback to other organizations and, recent successes to help direct and shape the future of the Parks System as a whole can be one of the keys to promoting a healthy parks and playground system within the city.

4.2 How these Indicators have been selected

Developed indicators should have the following considerations:

- Meaningful/relevant – important to the city
- Measurable
- Achievable/Feasible
- Understandable
- Predictable
- Valid

- Flexible

These indicators should also be:

- Part of the management cycle and not an end to themselves;
- Developed with all those involved in management cycle; and
- Focused on the use of information, not necessarily the gaining of it.

4.3 Playground Type

Benchmark for 30 playgrounds per 36,000 population based on 2016 census. Most of the playgrounds were designed for young children's play, although elements of toddlers and older children's play can be found at many of these locations. Teenager, access for all playgrounds and Natural Playgrounds are less prominent.

Table 2. Playground Category per 36,000 - population census

Playground Category	Age	Count	Location
Natural Playground	N/A	0	N/A
Toddlers & Young Children's Playground	18 months – 5 Years	22	Barton Coombe, Dent, Hazeldell, Kinsmen, Lakeland Ford, Nordale, AC Howard, Agnew, Albright, AJFH, Barton Coombe, Bernice Sayese, Muzzy Drive, Erickson, Hazeldell, High Noon Optimist, Hogeweide, Kinsmen, Nordale Lakeland, Miller & Southwood
Older Children's Playground	5-12 Years	22	AJFH, Bernice Sayese, Muzzy Drive, Davis, Dent, Elks Park, Elks River, Erickson, Hazeldell, High Noon Optimist, Hogeweide, James Isbister, Kinsmen, Kinsmen Water, Lakeland Ford, LRRP, Longworth, Mahon, Miller Hill, Mair, Midtown, Miller Hill, Nordale, Southwood

Teenager Playgrounds	13-19	0	N/A
Access for All Playgrounds	18 Month – 12 Years	1	AJFH

These figures, when broken down highlight that the majority of our playgrounds per 36,000 head of population cater to children aged 18 Months to five years and five years to 12 years of age. This provides the opportunity for the city to develop more integrated, strategically placed, extensive playground settings that reflect the needs of the community.

In general, we would like to see a balanced approach to the types of playgrounds offered.

4.4 Playground’s Incorporating Setting Elements

There are a variety of perspectives around incorporating setting elements. When playgrounds are designed, park and recreation professionals may consider fencing as important, especially in cases where immediate hazards may be associated with the site. Visitors to the playground may see fencing as a means to create a more controlled environment for child supervision and protection, while enhancing opportunities for adult socializing and relaxation. On the other hand, others may feel that fencing creates a “fish bowl” which excludes opportunities for integrating play elements on either side of the boundary. Some industry research has shown that fencing of playgrounds can lead to less active parenting and temporary child abandonment in extreme cases.



“Inclusive”



“Natural”



*“Teen/Adult
Challenge Course”*

Table 3. Number of Playgrounds Incorporating Setting Elements

Playground Setting Element	Parks with Setting Elements
Playgrounds with Seating	23
Partially Shaded Playgrounds (Trees, Man-made structures)	22
Playground with Drinking Water	2
Playgrounds within 50 meters to a public toilet	8
Fully Shaded Playgrounds	2
Partially Fenced Playgrounds	14
Fully Fenced Playgrounds	3
Playgrounds with Lighting	8

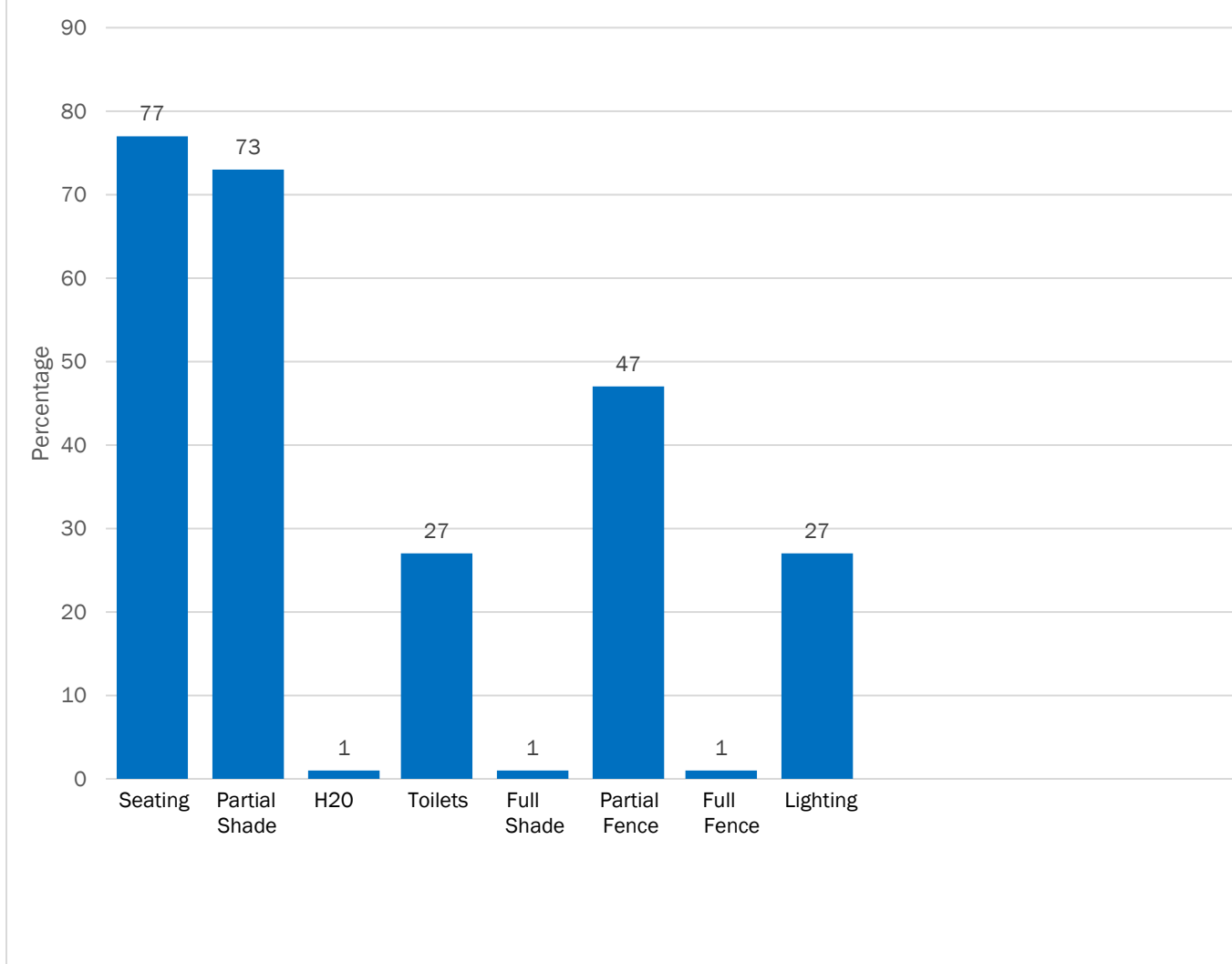


“Bench Seating”



“Wind sails (Shade)”

Figure 3. Percentage of City of Prince Albert playgrounds Incorporating Setting Elements



4.5 Playground Maintenance & Audit Frequencies

Working towards a higher level of annual routine maintenance service frequencies and ongoing investment in **training** of staff is key to practical, hands-on experience when applying the CAN/CSA Z614 Children's Playspaces and Equipment Standards. Understanding these standards will help the City of Prince Albert set regular inspection requirements, identifying hazards and playground risk analysis and ensure equipment is compliant with an end goal to keep children safe.

Table 4. Annual Playground Maintenance, Inspections & Audit Frequencies

Type of maintenance	Current Frequency	Proposed Frequency
Routine Maintenance	Yearly	Monthly
Structural Inspection (Documented)	Yearly	Monthly
Playground Inspection (Documented)	Yearly	Monthly
Visual Inspection	Monthly	Weekly
Playground Audit (Documented)	Not being done	Yearly (end of season)



Mair Park



Kinsmen Park



Hazeldell Park



Carlton Park

4.6 Playground Life Periods

Playground life periods will vary according to a number of factors including:

- Usage Levels
- Quality of construction materials & practices
- Quality of design standards
- Use beyond design specifications
- Soil Movement
- Tree root expansion
- Quality of Maintenance
- Vandalism/accidental damage
- Natural disaster (e.g. fire, flood, tornadoes, plow winds, snow overload, etc.)

The median life period for metal and wood playground units is 15 years.

Table 5. Playground equipment Life period

Playground	Life expectancy (Years)	Year Built	Current Age	Proposed Replacement Year	Equipment Obsolete
AC Howard	15	2005	14	2020	No
Agnew	15	Early 2000's	17-18	2016-2018	Yes
Albright	15	2007	12	2022	Yes
AJFH	25+	2019	NEW	2044	No
Barton Coombe	15	2015	4	2030	No
Bernice Sayese Centre	15	2008	11	2023	Yes
Carlton	15	2004	15	2019	Yes
Crescent Acres (Muzzy)	25+	2019	NEW	2044	No
Davis	15	Early 2000's	17-18	2015-2018	Yes
Dent	15	2004	15	2019	No
Elks	15	2004	15	2019	Yes
Elks River	15	2004	15	2019	Yes
Hazeldell	15	2002	17	2016	Yes
Erickson	15	2000	19	2015	No
High Noon Optimist	15	2002	17	2017	Yes
Hogeweide	15	2002	17	2017	Yes
James Isbister	15	1998	21	2013	Yes
Kinsmen	15	2016	3	2031	No
Kinsmen Water Park	15	2004	15	2019	Yes
Lakeland Ford	15	2011	7	2025	No
Longworth	15	2001	18	2016	Yes
Little Red River	15	2000	19	2015	Yes
Mahon	15	2011	7	2025	Yes
Mair	15	2004	15	2019	Yes
Midtown	15	Early to Mid 2000's	17-18	2015-2018	Yes
Miller Hill	15	2004	15	2019	Yes
Nordale (Structure #1)	15	2004	15	2019	Yes
Nordale (Structure #2)	15	2008	11	2023	Yes
Optimist Tourist	15	2000	19	2016	Yes
Southwood	15	2004	15	2019	Yes

4.7 Playground Aging

Usually the older an asset item, the higher the level of maintenance (e.g. replacement or reconditioning of worn parts).

The percentages for the age of playgrounds varied from 10% for less than 5 years to 37% for above fifteen years. Unless the playground is refurbished and well maintained, playgrounds over fifteen years old may be considered passed their use – by industry standards. A notable exception to this rule are the structural components associated with some of the new equipment being developed and provided through companies like Playgrounds-R-Us and Blue IMP brands among others are engineered for longer life periods (25+ years).

Table 6. Percentage of Age of Playgrounds

Playground Age	Average	Count
Less than 5 Years Old	10%	4
5 - 10 Years of Age	3%	1
10 - 15 Years of Age	50%	15
Above 15 Years of Age	37%	11

4.8 Protective Surfacing

Significant variances occur within and between surfacing types including:

- Cost (e.g. synthetic surfacing is usually more expensive to install)
- Maintenance levels (e.g. sand & bark surfacing often require raking/topping up in high wear areas)
- Overheating (e.g. Black synthetic surfacing becomes too hot in warmer, unshaded conditions.
- Vandalism (e.g. Synthetic surfacing being ripped up or set on fire – costly to repair, sharps in sand/bark)
- Replacement life (e.g. Synthetic surfacing has a longer replacement life)
- Public perception
 - Aesthetics – a wide spectrum of opinion amongst users
 - Sharps risk (e.g. hidden glass & needles in sand & bark)
 - Cleanliness (e.g. bark can accumulate dirt and other fine particles)
 - Hygiene (e.g. sand being used for cat defecation)

Wood/bark mulch (47%) is the most commonly used loose fill product within our 30 playgrounds. According to the Canadian Safety Standards (CAN/CSA Z614-14), synthetic/rubber and engineered wood fibre (EWF) are considered the safest fall surface materials. For example, with 300 mm depth of material, EWF has critical fall height of more than 3 meters whereas wood/bark mulch has a critical fall height of up to three meters.

Critical Fall Height – “the maximum height from which a life threatening head injury would not be expected to occur. Therefore, the fall height of the equipment should not exceed the critical height of the surface in the design of playgrounds and the type and depth of surfacing used under the equipment.

Table 9. Percentage of surfacing type in playgrounds

Surfacing Type	Average	Count
Wood/Bark Mulch	47%	14
Sand	57%	17
Grass	7%	2
Synthetic/Rubber	7%	2
Mixed Types of surfacing	17%	5
No surfacing	0	0
Engineered wood fiber (EWF)	0	0



“Synthetic Rubber Surfacing”



“Sand”



“Fiber/Wood Mulch”

4.9 Playground Costs

The median annual playground repairs and maintenance expenditure per capita is \$.55 (\$20,000 per year), and playground capital replacement since 2015 has seen two full playground replacements at a cost of \$254,000. The new Alfred Jenkins Fieldhouse \$1,000,000 playground, has been completed in 2019 along with the Crescent Acres - Muzzy Drive Playground at a cost of \$128,969.00.



Kinsmen Playground



Muzzy Drive Playground



Barton Coombe Playground



Alfred Jenkins Playground

5. TIPS IN PLAYGROUND PLANNING & MANAGEMENT

Playground planning should recognize that each playground experience is unique to each child, and each playground (natural or commercial) is unique in its site features, layout, design components, and visual appeal. The information supplied below is in consultation with industry professionals.

5.1 Maintenance

- Do what can be done on-site, avoid leaving Repair work when it can, be done on-site.
- Carry a good supply of regularly required Spare-parts.
- Document maintenance systems, Standards and processes ensuring quality and Future planning.
- Have general park maintenance crews visually



Inspect playgrounds to make safe and report any observable failures.

- Acquire regular updates on maintenance standards for playgrounds.
- Ensure all appropriate documents provided during the handover period from developer (e.g. construction drawings, certificates of compliance, parts list/manual).
- Regularly update manufacturers, installers, spare part suppliers contact details.
- Keep an inventory of maintenance activities for insurance purposes.
- Monitor the costs of playground maintenance.
- Repair or when applicable remove damaged playground equipment as quickly as possible.

5.1.1 Parts

- Have the proper tools necessary to do the job
- Carry regularly required spare parts to avoid trips back to the supply compound
- Although warranty issues may be of concern, spare parts can, in some cases be obtained from alternative local suppliers for a much lower cost.
- At the time of awarding contracts, ensure that spare parts are readily available within a satisfactory timeframe.
- Ensure that playground parts are engineered for longevity. For example strong bearings and rust proof metals should be utilized rather than soft steel. Examining cheaper products often reveals inferior engineering that leads to shorter useable life.
- Ensure inventories are up to date so that spare parts are, ordered within allowable lead times when supplies are low.



5.2 Asset Replacement/Restoration/Refreshing

- Playgrounds, restored need only comply with the standards at the time of purchase in which the original playground was established.
- Where possible, playgrounds be restored on site using paint, spare parts etc. This saves the cost of removal, transportation and reinstallation with new (in these situations, equipment must be in good condition and meet the standards for the current time-period in consultation with the CAN/CSA Z614 standards).
- Older playground equipment that is still in good condition after 20+ years, consideration of restoration (using it in a different area, possibly painting it a different color and adding some new features) rather than replacement.
- There is good value in restoring as well as improving the recycling of materials.
- Continue playground inspections and audits after restoration.
- Establish a proactive and well-funded asset replacement program to minimize wear and tear failure.



5.3 Warranty

- Specify the warranty wanted, rather than the manufacturer's standard warranty
- Include an assessment of the manufacturer's warranties within the supply assessment process.
- Check to ensure that the supplier is able to fulfill their warranty obligations
- Ensure that the warranty obligations are fulfilled within a specific Time frame
- Check which parts are covered under warranty?
- Assess suppliers for business stability, given that if a specific supplier closes their business warranties are not able to be fulfilled.
- Do not be afraid to challenge a warranty

LIFETIME WARRANTY

WARRANTY
LIMITED
MATERIALS - WORKMANSHIP
1982
LIFETIME
IMPACT ATTENUATION

100% GUARANTEE
GUARANTEE
100% GUARANTEE

- Upon installation, have the manufacturer and installer warrant that the playground is designed and constructed according to standards.
- Retain warranty documentation

5.4 Alternative Funding Sources

- Source grants, sponsorships and donations to raise money for playground location.
- Involve the community in the development of a playground location. Utilize their ideas to increase local ownership in the playground.
- Develop self-help models for the establishment and maintenance of playgrounds in communities.



5.5 Encouraging Playground Use

- Provide a diverse array of age based play settings within the space
- Promote play spaces through brochures, media, and internet information.
- Provide direction signage to playgrounds.
- Have a playground where wireless internet connection so that older children can interact through a number of physical and social mediums.
- Integrate playground settings with other recreational settings like picnic facilities, ball-parks, soccer fields, etc.
- Facilitate education programs associated with the importance of play (thinking differently about how we use playground space in conjunction with our playground programming)
- Prepare media releases about new playgrounds and existing playgrounds.
- Invite Mayors, Councilor's, dignitaries to opening of playgrounds.
- Provide information to bloggers – e.g. external websites that focus on children's lay or parks.
- Encourage residents to write reviews and provide feedback through various medians.

- Look at benefits of using the playground during the winter months (year round play). Instead of abandoning the playground in the winter, get creative and safe with winter programming.



5.6 Planning & Development of Playgrounds

- Develop playgrounds away from dips and drainage Lines, to avoid poor drainage.
- Keep an inventory of shade, soft fall areas, equipment, Edging, pictures, etc.
- Specify soft fall areas only as required. Over-specification, although aesthetically interesting, Locations, can increase burden on capital and recurrent Expenditures.
- Understand that “off the shelf” (tires, logs, etc.) playground Settings meet only a part of the playground requirements, the whole setting should be, taken into consideration.
- Well-designed placement of rocks, pipes and timber steps, logs are still worthwhile considerations in play, developing play spaces with limited funds. This can promote “Natural/Creative Play”.
- Consolidation of smaller community parks into larger centralized locations to provide better “bang for the buck”.
- Natural areas provide abundant opportunities for play. Consideration of integrating natural areas near formal play spaces or vice versa can provide opportunities for more formalized and natural play.
- Keep community expectations reasonable by discussing available funding and what, can be achieved for that amount.



- “Off the shelf” (tires, logs, etc.) play equipment should be seen as part of a play setting; not as the total play setting.
- Whilst it may be more aesthetically pleasant to select color schemes for playgrounds that blend in, bright colors assist with the development of contrast definition for younger children, allowing them to identify and negotiate around play elements.
- An inclusive access playground should provide diverse play opportunity for children with mobility, vision, hearing, and intellectual and develop disabilities. A barrier-free accessible path of travel should link the playground and its equipment to the site entrance, other facilities and transport arrival points. Not every piece of play equipment is required to be fully accessible however the choice and layout of equipment and safety surfaces should provide access to a wide variety of play sensations – e.g. swinging, revolving, rocking, elevation, tactile, sensory, creative. The layout of equipment should facilitate social integration and engagement of children of many ages and abilities.

5.7 Risk Management

- Encourage families to use natural spaces as Places, to explore and play.
- Look at how people use a space. Document, Make right and/or manage the observed risks.
- Determine what level of risk the City is willing To accept.
- Minimize risk through regular visual playground Inspections thru weekly, monthly documented playground inspections and yearly documented audits. All inspections should be reviewed using playground manufacturer’s specifications and the CAN/CSA Z614-14 standard.
- Increase fencing where a playground is adjacent to roads, water bodies, etc.
- Higher color contrast also improves visual security as a risk management factor. A child in difficulty can be more easily identified and a perpetrator more likely to be observed.



5.8 Soft Fall/Surfacing

Falls are the leading cause of injury on the playground, therefore surfacing is extremely important for the safety of children and youth.

- Engineered Wood Fibre (EWF) is a viable alternative to other loose fill options as it is more resilient to scuffing and weather event displacement is, considered an accessible surface. It is less likely to degrade (dust up) compared to other loose fill options.
- Initially it is more expensive than other loose fill options but it last longer

- According to the standard CAN/CSA Z614-14, it has greater fall protection than wood chip/bark mulch, pea gravel and sand.
- EWF has a different appearance and feel to bark mulch with some saying that it feels sharp.
- Use of lighter colors when using synthetic surfacing to help in reducing the heat from direct sunlight.



"Sand" (Loosefill)



"Synthetic Surfacing"



"Woodbark/Mulch"

6. GLOSSARY

Category	Description
Access for All Playground	An access for all playground designed to suit a number of disability ranges. Typically, it consists of hard surface ramps suitable for wheel chair access, tactile facilities for the visually impaired, and a range of other disabled facilities (e.g. special swing(s) for disabled children). Accessibility to the playground (hard surfaces, curb cross overs etc.), to suit disability ranges, should also be considered. A synonymous term to Access for All playgrounds is Engagement for All playgrounds. This term reflects the inclusion of activities for disabled within the playground.
Annual Recurrent Expenditure	Ongoing expenditure over a financial year that is required to sustain regular organizational activities. Included is general maintenance and structural inspection.
Children's Playground	Equipment designed for the specific age group (5 – 12 years). The age grouping is indicative and may vary for a child's capability.
Critical height	the maximum height for a surfacing material that yields a peak deceleration of 200 g or a head injury criteria (HIC) of 1000; the maximum height from which a life-threatening head injury would not be expected to occur.
Current Value	The depreciated value of an item or group of items. It reflects the amount of value an asset loses over a period of time and after use.
Fall Height	The vertical distance between a designated play surface or a location otherwise specified in the standard and the protective surfacing beneath it.
Formal Play	Structured play that adheres to a set of predefined parameters.
General Maintenance	General Maintenance includes activities generally undertaken by a maintenance crew or person including cleaning, graffiti removal; patch up painting, minor structural repair, sand raking, and general visual inspections.
Inclusive Play	Inclusive play allows children of all abilities to grow together
Informal Play	Structured play that adheres to a set of predefined parameters.

Intergenerational playground	Facility containing equipment that caters for older adults (e.g. grandparents) taking children to parks along with playgrounds that contain coordination & balance equipment (e.g. balance beam for improving gross motor skills), seating and shade.
Mixed Age Playground	A playground setting that caters for a range of age groups.
Natural Playground	The natural play scape (or natural playground) defined as a space with as little man made components as possible. Using native plants, rolling hills, trees; representing a natural place such as a forest. Design with the intent of bringing children and people back to nature.
Park Playgrounds	Playgrounds, located in parks within the City of Prince Albert city limits.
Playground Inspection	Observation and written evaluation of a playground
Playground Supervisor	A person (e.g. parent, caregiver, teacher) who supervises children using a playground.
Playscape	A designed and integrated set of playground equipment, often made of wood.
Public Accessible Playgrounds	Accessible to the public within the City of Prince Albert, this includes all parks managed by the City.
Replacement Value	The value of an item or group of items purchased and installed as new. This amount should be greater than or equal to its current value.
Soft Fall	A safety surface beneath and surrounding play apparatus
Structural Inspection	Structural Inspection is a specific task that tests the structural integrity of a facility (it is more thorough than a visual inspection associated with a normal general maintenance cycle). Playground structural inspections include assessing of conformance to Canadian Playground Safety Institute (CPSI) – CAN/CSA Z614-14 “Children’s Play Spaces and Equipment”.
Teenage Playground	A playground designed to suit older children who are in the 13 - 19 years. The age grouping is indicative and may slightly vary for a child or teen’s capability.
Toddler/Pre-School Aged Playground	Equipment designed for the specific age group (18 months – 5 years). The age grouping is indicative and may vary depending on a child’s capability.

CITY OF PRINCE ALBERT

2022 State of Playgrounds

BY: *TIM YEAMAN,*
PARKS MANAGER
AND
ERIN HURD,
RECREATION PROGRAMMER

DATE: August 18, 2022

APPENDIX PLAYGROUNDS

Playground Name	Replacement Rating	Year of Suggested Replacement	Ward #
Midtown - Play/Spray	1	2023	3
Hazeldell - Play/Spray	2	2024	2
Miller Hill - Play/Spray	3	2025	1
Mair - Play/Spray	3	2026	4
Elks	3	2027	2
Longworth	3	2028	5
Southwood	6	2029	7
Davis	7	2030	5
Erickson	7	2031	6
High Noon Optimist	7	2032	8
Hogewiede	7	2033	6
Kinsmen Water Park	7	2034	7
Mahon	7	2035	8
Agnew	8	2036	5
Dent	8	2037	6
Elks River	8	2038	3
Nordale	8	2039	2
Albright	9	2040	4
Lakeland Ford	9	2041	2
Angus Merasty School Location (Potential site for future playground)			8
Optimist Tourist	10	(Completed in 2001)	8
Barton Coombe	10	(Completed in 2015)	6
Kinsmen	10	(Completed in 2017)	7
Muzzy Drive	10	(Completed in 2019)	5
Alfred Jenkins	10	(Completed in 2020)	1
Lions Park/Spray Park	10	(Completed in 2020)	1
A.C. Howard	10	(Completed in 2021)	6
Little Red River	10	(Completed in 2022)	2
Carlton	10	(Completed in 2022)	6
James Isbister	10	(Completed in 2022)	1

APPENDIX SPRAY PARKS

Spray Park Name	Replacement Rating	Year of Suggested Replacement	Ward #
Midtown	1	2023	3
Hazeldell	2	2024	2
Southwood Park (Potential Site for Spray Park)			7
West Hill	10	(Completed in 2015)	8
Crescent Acres	10	(Completed in 2018)	6
Ella Muzzy Kinsmen Park	10	(Completed in 2019)	7
Lions Park	10	(Completed in 2020)	1
Crescent Heights	10	(Completed in 2022)	5

TOTAL INVESTMENT INTO PLAYGROUNDS 2015 - 2022

- **\$4,357,165** Total investment in playgrounds.
- Investment includes refurbishment, replacement thru partnerships, grants and operational/capital budget investment.

TOTAL INVESTMENT INTO SPRAY PARKS

2015 - 2022

- **\$1,077,613** Total investment in spray parks.
 - Investment includes refurbishment, replacement thru partnerships, grants and operational/capital budget investment.

TOTAL INVESTMENT INTO PLAYGROUNDS 2022

\$1,660,000 total investment in upgrades to playgrounds in 2022 with a highlighted note to Rotary Adventure Park, Carlton Community Club and James Isbister Park.

TOTAL INVESTMENT INTO SPRAY PARKS 2022

\$350,000 total investment in upgrades to spray parks in 2022 with a highlighted note to Crescent Heights Park being completed.

Midtown Playground/Spray Park **2023**

540 9 STREET EAST, EARLY 2001, 10,183 SQ. FT.



Recommendation

- **Replacement of playground within 4 years**
- **Replacement of spray park immediately**
- **Surfacing material – Sand**

Replacement Rating: 1

Hazeldell Playground/Paddling Pool **2024**

325 3RD AVENUE NW, 2002, 3342 SQ. FT.



Recommendation

- Replacement of playground in **2 years**
&
Conversion of Paddling pool to spray park
- Surfacing material – Post Peelings

Replacement Rating: 2

Miller Hill Playground **2025**

200 MACDOWALL CRESCENT, 2004, 5078 SQ. FT.



2021 Improvements

- Rebuilt wooden structure as it was rotting for a total cost of \$7500. Wooden structure will be integrated into the 2023 design process and used as part of the playground expansion.

Recommendation

- Replacement of Playground within 2 to 3 years
- Surfacing material – Mixture of Sand and Post Peelings

Replacement Rating: 3

Mair Playground **2026**

11 AVE WEST AND RIVER STREET WEST, 2004, 1396 SQ. FT.



Recommendation

- Replacement of playground within 2 years
- Surfacing material – Post Peelings

Replacement Rating: 2

Elks Playground **2027**

20 STREET E. 3 AVENUE E., 2004, 2264 SQ. FT.



Recommendation

- Replacement of playground in 2 to 3 years
- Surfacing material – Post Peelings

Replacement Rating: 3

Longworth Playground **2028**

SIBBALD CRES AND 28 STREET E., 2001, 2366 SQ. FT.



Recommendation

- Replacement of playground in 2 to 3 years
- Surfacing material – Post Peelings

Replacement Rating: 3

Southwood Playground **2029**

SOUTHWOOD DRIVE, 2004, 1566 SQ. FT.



Recommendation

- **Replacement of main play structure within 4 years**
- **Surfacing material – Post Peelings**



Replacement Rating: 6

Davis Playground **2030**

DAVIS STREET, 2001, 2432 SQ. FT.



Recommendation

- **Replacement of playground within 5 to 6 years**
- **Surfacing material – Post Peelings**

Replacement Rating: 7

Erickson Playground **2031**

ERICKSON CRESCENT, 2000, 2601 SQ. FT.



Recommendation

- Replacement of playground within 5 to 6 years
- Surfacing material – Post Peelings

Replacement Rating: 7

High Noon Optimist Playground **2032**

PARK AVENUE, 2002, 3342 SQ. FT.



Recommendation

- Replacement of playground within 5 to 6 years
- Surfacing material – Post Peelings

Replacement Rating: 7

Hogeweide Playground **2033**

HOGeweide DRIVE, 2002, 5696 SQ. FT.



Recommendation

- Replacement of playground within 5 to 6 years
- Surfacing material – Post Peelings

Replacement Rating: 7

Kinsmen Water Park Playground **2034**

28 STREET AND 1 AVENUE W., 2004, 2899 SQ. FT.



Recommendation

- **Replacement of playground in 5 to 6 years**
 - **Replacement of rubber surfacing as soon as possible**
- **Surfacing material – Rubber Mat Surfacing**

Replacement Rating: 7

Mahon Playground **2035**

MAHON DRIVE, 2011, 2540 SQ. FT.



Recommendation

- **Replacement of playground within 5 to 6 years**
- **Surfacing material – Post Peelings**

Replacement Rating: 7

Agnew Playground **2036**

AGNEW STREET, 2002, 2147 SQ. FT.



Recommendation

- Replacement of playground within 6 to 7 years
- Surfacing Material – Post Peelings

Replacement Rating: 8

Dent Crescent Playground **2037**

DENT CRESCENT, 2004, 3761 SQ. FT.



Recommendation

- **Replacement of playground within 6 to 7 years**
- **Surfacing material – Post Peelings**

Replacement Rating: 8

Elks River Playground **2038**

8 AVENUE E. AND 1 STREET E., 2004, 1155 SQ. FT.



Recommendation

- Replacement of playground in 6 to 7 years
- Surfacing material – Post Peelings

Replacement Rating: 8

Nordale Playground **2039**

6 AVENUE NW AND 12 STREET NW, 2004 & 2008, 5422 SQ. FT.



Recommendation

- **Replacement of playground within 6 to 7 years**
- **Surfacing material – Post Peelings**

Replacement Rating: 8

Albright Playground **2040**

ALBRIGHT CRESCENT, 2007, 2379 SQ. FT.



Recommendation

- Replacement of playground within 7 to 8 years
- Surfacing material – Post Peelings

Replacement Rating: 9

Lakeland Ford Park Playground **2041**

15 STREET NE. AND 6 AVENUE NE., 2011, 5644 SQ. FT.



Recommendation

- **Replacement of playground within 14 to 17 years**
- **Remove spring rocker with pile exposed**
 - **Replace border**
- **Surfacing Material – Post Peelings**

Replacement Rating: 9

Angus Merasty Site

FUTURE SITE DEVELOPMENT OPPORTUNITY



Picture for display purpose only

Completed 2010 Optimist Tourist Park

2 AVENUE W. AND MARQUIS RD. W., 2000, 711 SQ. FT.



Recommendation

- Double bay swing set at this location only.
- Replace when budget monies allow
- Small investment required to purchase and relocate new swing set and add protective surfacing within vicinity to meet CSA National standards for safety.
- Surfacing material – Post Peelings

Replacement Rating: 10

Completed 2015 West Hill Spray Park

CENTRAL AVENUE AND 23 STREET E., 2015, 1100 SQ. FT.

Investment 2015 - \$**174,165**

Improvements included:

Spray park components, controls, bench, garbage bin, concrete surfacing, asphalt surfacing

Recommendation

- Replacement of components or features within 20 to 25 years (2047)
- Surfacing material – Asphalt (resurfacing every 3-5 years as required)
- Repair Concrete Surfacing as required.



Moved to a Replacement Rating:
10

Completed 2015 Barton Coombe Playground

COOMBE DRIVE, 2015, 1926 SQ. FT.



Investment 2017 - \$45,000

Recommendation

- **Replacement of components or features within 25 to 29 years (2042)**
- **Surfacing material – Pea gravel**
 - **Blue Imp equipment**



**Moved to a Replacement Rating:
10**

Completed 2017 Kinsmen Park Playground

CENTRAL AVENUE AND 23 STREET E., 2017, 8127 SQ. FT.



Investment 2017 - **\$90,000**

Recommendation

- Replacement of components or features within 25 to 29 years (2042)
- Surfacing material – mixture of rubber/sand/post peelings
 - Blue Imp and Playworks equipment

Replacement Rating: 10

Completed 2018 Crescent Acres Spray Park

OLIVE DIEFENBAKER DRIVE, 2018, 7980 SQ. FT.

Investment 2018 - \$**178,756**

Improvements included:

Spray park components, controls, bench, garbage bin, concrete surfacing, asphalt surfacing

Recommendation

- Replacement of components or features within 20 to 25 years (2047)
- Surfacing material – Asphalt (resurfacing every 3-5 years as required)
- Repair Concrete Surfacing as required.



Moved to a Replacement Rating:
10

Completed 2019 Ella Muzzy Spray Park

CENTRAL AVENUE AND 23 STREET E., 2019, 4000 SQ. FT.

Investment 2019 - \$**166,500**

Improvements included:

Spray park components, controls, bench, garbage bin, concrete surfacing, asphalt surfacing



Recommendation

- Replacement of components or features within 20 to 25 years (2047)
- Surfacing material – Asphalt (resurfacing every 3-5 years as required)
- Repair Concrete Surfacing as required.

Moved to a Replacement Rating:
10

Completed 2020 Muzzy Drive Playground

MUZZY DRIVE, 2019, 5961 SQ. FT.



Investment 2020 - **\$130,000**

Recommendation

- Replacement of components or features within 25 to 29 years (2045)
- Surfacing material – Fibar
- Playgrounds-R-Us/LSI equipment

Moved to a Replacement Rating: 10

Completed 2019/2020 AJFH Playground

2787 10 AVENUE WEST, 2019, 17,358 SQ. FT.



The Largest accessible playground in Canada

Investment 2019/2020 – \$1,785,000

Recommendation

- **Replacement of components or features within 25 to 30 years (2045)**
 - **Surfacing material – Rubber**
- **Playgrounds-R-Us/LSI equipment**

Replacement Rating: 10

Completed 2020 Lions Park Playground/Spray Park

1301 13 AVE WEST, 2020, 2770 SQ FT.



Investment 2020 –

City \$207,164.91

Malcom Jenkins \$100,000

Recommendation

- Replacement of components or features within 25 to 30 years (2045)
- Surfacing material – Mixture of Rubber and Fibar
- Playgrounds-R-Us/LSI and 1 Stop Playgrounds equipment

Moved to a Replacement Rating: 10



Completed 2021 AC Howard Playground

BLISS CRESCENT



2021 Improvements

- Installed a new playground
 - Installed new furniture
 - Installed new light pole/led lighting
 - Installed new park signage
 - Through pruning of all trees in park to remove any hazards
- Investment 2021 –
City \$**130,000**



Recommendation

- Replacement of components or features within 25 to 30 years (2046)
- Surfacing material – Fibar

**Moved to a Replacement
Rating: 10**

Completed 2021 Party City Outdoor Gym

2787 – 10TH AVENUE WEST – 7000 SQUARE FEET



2021 Improvements

- Installed new outdoor gym workout equipment
 - Installed new furniture
- Installed new light poles/led lighting
 - Ninja Warrior theme
- Health Beat Work out section along with FitCore elements.

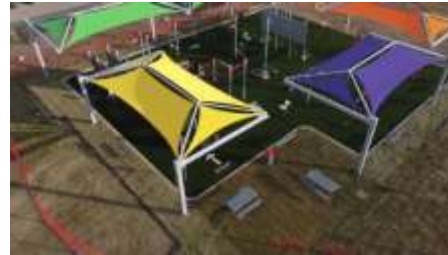
Investment: \$580,000

City - \$214,000

Malcolm Jenkins - \$300,000

Recommendation

- Replacement of components or features within 25 to 30 years (2046)
- Surfacing material – Synthetic Turf



Moved to a Replacement
Rating: 10

Completed 2022 Rotary Adventure Park

LITTLE RED RIVER PARK HWY 55 – 89,921 SQUARE FEET

2022 Improvements

Installation of a Parkour area, Adult work-out center, childrens play area, climbing equipment, swings, accessible swings, accessible zip line, (4) 100' Ziplines, GSX challenge equipment, pathways, lighting, new camp kitchen



Investment: \$1,200,000

City - \$280,000

Rotary Club - \$520,000

Malcolm Jenkins - \$400,000

Recommendation

Replacement of components or features within 25 to 30 years (2047)

Surfacing material – Asphalt,(resurfacing every 3-5 years as required) Fibar and Sand replacement as necessary



Moved to a Replacement Rating: 10

Completed 2022 Carlton Community Club Park Basketball/Pickle Ball Courts

DUNN DRIVE – 16,194 SQ. FT.

2022 Improvements

- Installed new asphalt surfacing into outdoor rink
- Converted half of the rink to basketball courts
- Converted other half of rink to pickle ball courts
- New netting, basketball posts, backboards, hoops, baskets, benches, windscreen

Investment: \$150,000

City - \$120,000

Malcolm Jenkins - \$30,000

Recommendation

- Replacement of basketball components or features within 10 to 15 years (2037)
- Surfacing material – Asphalt (resurfacing every 3-5 years as required)

Moved to a Replacement
Rating: 10



Completed 2022 James Isbister

MACARTHUR DRIVE AND DONALDSON – 11,216 SQ. FT.



2022 Improvements

- Installed new asphalt surfacing for outdoor basketball courts and skate board park
- Installed Musco Mini-Pitch to house Skate Board Park Equipment
 - Installed lighting
- Installed benches, garbage bins, basketball poles, backboards, hoops

Investment: \$150,000

City - \$100,000

Malcolm Jenkins - \$200,000

Recommendation

- Replacement of basketball components or features within 10 to 15 years (2037)
- Surfacing material – Asphalt (resurfacing every 3-5 years as required)

Moved to a Replacement
Rating: 10

Completed 2022 Crescent Heights

BRANION DRIVE & COOK DRIVE – 4000 SQ. FT.



2022 Improvements

- Installed new Flash Flood
- Installed new Mini Flash Flood
- Installed Aqua Gather Station
- Installed Whirl Flex, Acrylic Tot Shower Dome, Tot Wellspring & Aquavator

Investment: \$350,000

City - \$120,000

Malcolm Jenkins - \$230,000

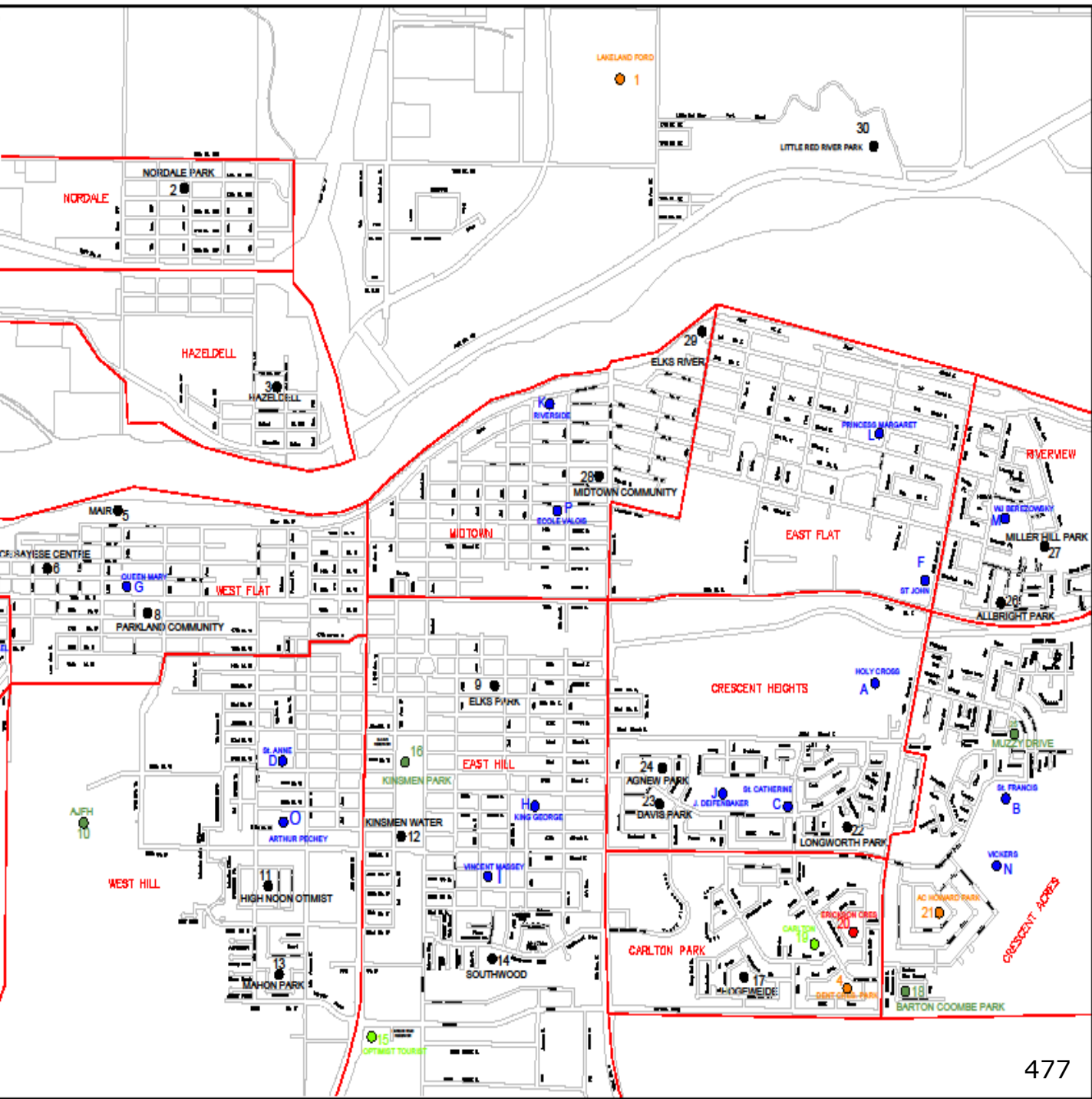
Recommendation

- Replacement of spray park features within 20 to 25 years (2047)

Moved to a Replacement
Rating: 10

CITY PLAYGROUNDS YEAR AGE

1. LAKELAND FORD PARK	2011	9
2. NORDALE PARK	2004	16
3. HAZELDELL PARK	2008	17
4. DENT CRESCENT PARK	2004	15
5. MAIR PARK	2004	16
6. BERNICE SAYESE CENTRE	2008	11
7. JAMES ISBISTER PARK	1988	21
8. PARKLAND COMMUNITY PARK	2004	16
9. ELKS PARK	2004	15
10. ALFRED JENKINS FIELD HOUSE	2019	NEW
11. HIGH NOON OPTIMIST PARK	2002	17
12. KINSMEN WATER PARK	2004	16
13. MAHON PARK	2011	9
14. SOUTHWOOD PARK	2004	16
15. OPTIMIST TOURIST PARK	2000	19
16. KINSMEN PARK	04/'16	9-15
17. HOGSWEIDE PARK	2002	17
18. BARTON COOMBE PARK	2016	4
19. CARLTON PARK	2004	16
20. ERICKSON PARK	2000	19
21. AC HOWARD PARK	2005	14
22. LONGWORTH PARK	2001	18
23. DAVIS PARK	2000	19
24. ACNEW PARK	2000	18
25. MUZZY DRIVE	2018	NEW
26. ALLBRIGHT PARK	2007	12
27. MILLER HILL PARK	2004	15
28. MIDTOWN PARK	2000	19
29. ELKS RIVER PARK	2004	15
30. LITTLE RED RIVER PARK	2000	19



CATHOLIC SCHOOLS

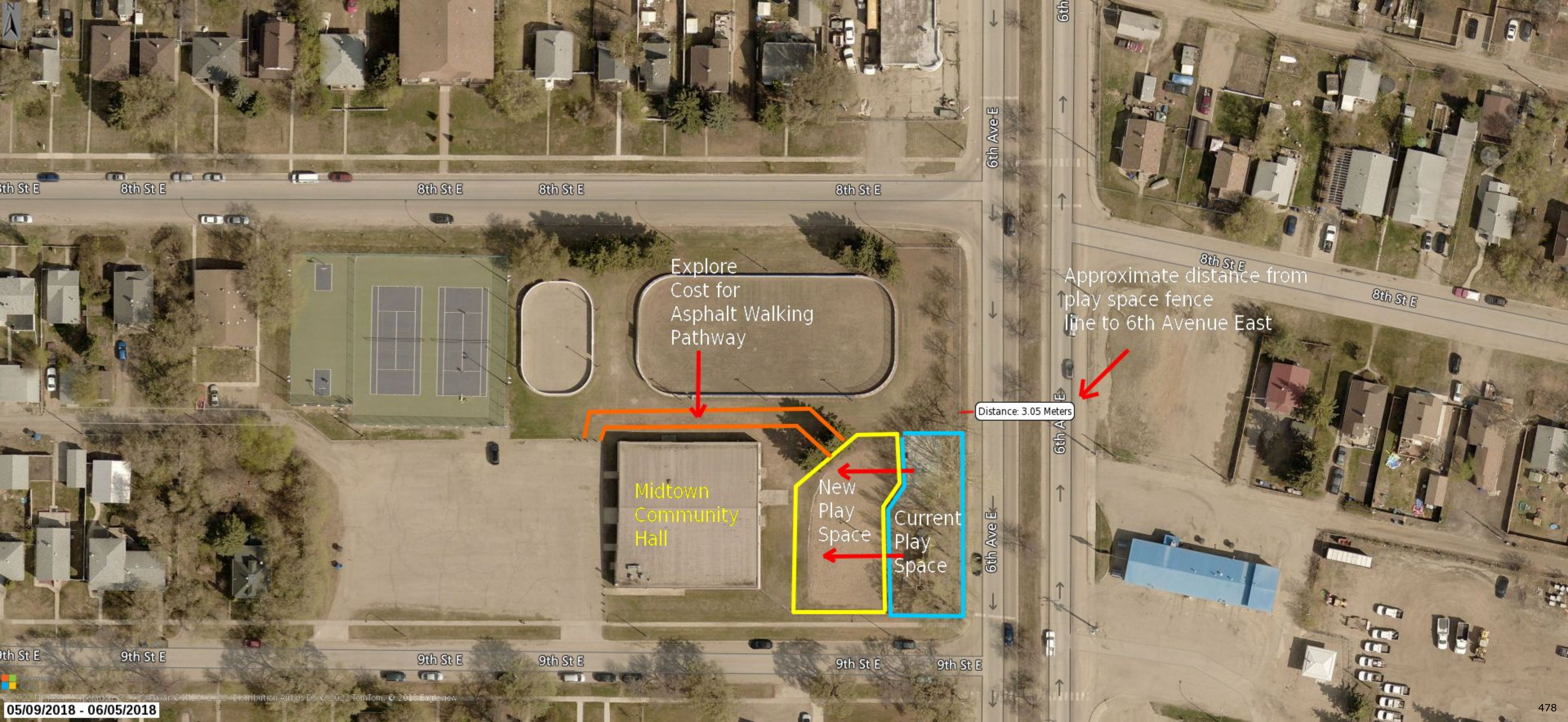
- A. HOLY CROSS SCHOOL
- B. ST. FRANCIS SCHOOL
- C. YUBRON SCHOOL
- D. SCHOOLS SA ANNE CATHOLIC SCHOOL
- E. ST. MICHAEL CATHOLIC SCHOOL
- F. ST. JOHN COMMUNITY SCHOOL

PUBLIC SCHOOLS

- H. QUISKY MART SCHOOL
- I. LEVIN GORDON SCHOOL
- J. VINCENT MASSEY SCHOOL
- K. JOHN ZIEPFENBAKER SCHOOL
- L. AYLESIDE SCHOOL
- M. ARTHUR PECHAY SCHOOL
- N. PRINCESS MARGARET SCHOOL
- O. W.F. ABERNETHY SCHOOL
- P. VICARS SCHOOL
- Q. SCHOOLS VALAIS SCHOOL

LEGEND

- Obsolete
- Older than 2004. Require possible replacement. Considered worn but are safe and useable.
- 2004-2014. Possible refurbishment.
- 2014-2019. Currently in good condition.
- Swings only
- School Playgrounds
- Proposed locations - ?



Explore
Cost for
Asphalt Walking
Pathway

Midtown
Community
Hall

New
Play
Space

Current
Play
Space

Approximate distance from
play space fence
line to 6th Avenue East

Distance: 3.05 Meters



RPT 22-363

TITLE: Rates & Fees - Community Services Department

DATE: August 30, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the Rates and Fees Proposal forms the basis for the 2023 budget, and be forwarded to the 2023 budget deliberations.

TOPIC & PURPOSE:

To review the Rates and Fees Proposal prior to the 2023 budget deliberations.

BACKGROUND:

Rates and fees for City facilities and programs are reviewed annually as part of the development of the Community Services Operating Budget.

The City of Prince Albert continues to prioritize subsidy levels for recreational and leisure services for youth. When looking at this investment from a City tax perspective, citizens who benefit from a good or service should pay in proportion to the benefit they receive. It is felt that investing in our community's youth benefits the community as a whole; therefore, the community as whole should contribute to this benefit.

We envision a city in which all community members have the opportunity to participate in affordable and accessible community services (including recreation, sports, arts, cultural, and physical activity) to enhance their personal well-being, the strength and well-being of the community, and the sustainability of the environment (natural and built).

On an annual basis it is important to balance our cost recovery with the benefits of City facilities remaining accessible. By taking this approach, the City's cost recovery has increased from approximately 30% in the late 90's to approximately 40% in the early 2000's. The cost recovery

increased to approximately 50% over the past 5 years with the exception of the disruption caused through the Covid pandemic.

PROPOSED APPROACH AND RATIONALE:

For 2022 we had the following Rates and Fees Changes:

- 10% Increase on after Hour Rentals
- Price adjustment on swimmer 5/6 to bronze star
- Adjustment on cost from Swimmer 4 to Bronze Cross
- Addition of Frank J. Dunn facility rate
- Addition of batting cage rental fee at Alfred Jenkins Fieldhouse
- Change Youth Ice Fee and Adult Ice fee from August 1 to September 5.
- 2 percent increase to Ice Fees – Increase to costs such as Utilities.

The following is a summary of the changes to the 2023 Rates and Fees:

- The City of Prince Albert Rates and Fees will now show our fee plus applicable taxes
- Arenas – Ice Rentals – 2% Increase
- Arenas – Summer Rentals (ICE OUT) 2% Increase
- Arenas – Ches Leach Lounge – 10% Increase
- Arenas – New cost for Video Scoreclock
- Alfred Jenkins FieldHouse – New Cost for Turf Birthday Party
- Arts Centre – 2% increase to room rentals and \$5 increase to Shelf Rental
- EA Rawlinson Centre - Increase in Technician costs and 2% Rental Rate Increase
- Sportsfields – 2% increase for all Outdoor Sportsfields and Track Rentals

In addition to the changes outlined above for 2023, the Operating Model development for the New Aquatics & Arenas Facility will be finalized and included for review as part of the 2024 Budget deliberations. The Operating Model will include a proposed Staffing Structure, Policy Manual Development, Budget preparation & Rates & Fees. The potential for the implementation of a Non-Resident Rate Structure will be included as part of the review as directed by City Council.

One impact to the 2023 Rates and Fees will be the change to PST that will take effect October 1st, 2022. The City of Prince Albert will now show their Rates and Fees as the cost plus additional taxes.

Changes that take place October 1st, 2022

- Facility rental charges are not subject to PST.
- Charges for admission to a recreational facility, such as a swimming pool, field house, public skating are subject to PST.
- Fees for swimming lessons, art classes, sport classes or other recreation programs are NOT subject to PST when provided to children 17 years of age & under, or to individuals who are underprivileged, or to those with a disability. Fees charged to all others age 18 and older are subject to PST.
- The exemption in relation to admissions is for sales made by a public sector body for admission to places or facilities, such as museums, recreational complexes, theatres, and wildlife parks if the maximum amount charged is \$1.00 or less.

CONSULTATIONS:

The Rates and Fees proposal was developed through:

1. Feedback from City Recreation staff.
2. Feedback and research from other cities.
3. Review of any market adjustments & inflationary pressures.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Upon final approval of the Rates and Fees, all stakeholders will be notified of the new rates and fees and the effective date.

FINANCIAL IMPLICATIONS:

Upon receiving approval to proceed with the recommended Rates & Fees, Administration will proceed to finalize the 2023 Budget using the approved Rates & Fees to form the basis for the budget preparation.

As part of the proposed Rates & Fees for 2023, cost recovery is projected to be 56% overall.

Functional Area 2023	Revenue	Expenses	Cost Recovery
Alfred Jenkins Field House	\$625,150	\$836,530	75%
EA Rawlinson	\$830,900	\$1,263,200	66%
Frank J Dunn Pool	\$230,400	\$746,580	31%
Kinsmen Water Park	\$240,000	\$530,040	45%
Prime Ministers' Park	\$151,730	\$269,480	56%
Crescent Acres Park	\$10,480	\$50,700	21%
Class 'A' Playfields	\$47,200	\$84,490	38%
Art Hauser Centre	\$865,280	\$1,530,750	57%
Kinsmen Arena	\$338,510	\$536,540	63%
Dave G Steuart Arena	\$218,800	\$389,940	57%
Arts Centre	\$70,000	\$205,260	34%
OVERALL	\$3,628,450	\$6,437,510	56%

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no other options to consider and no policy or privacy implications associated with the report.

STRATEGIC PLAN:

The rates and fees proposal supports the strategic goal of Fiscal Management and Accountability as rates are strategically structured to ensure taxpayers of Prince Albert are getting full value for the services being provided.

The proposal also supports the goal of Active and Caring Community as the City continues to provide quality services without a drastic increase in cost to the users and tax payers.

OFFICIAL COMMUNITY PLAN:

The objectives identified in the Rates and Fees proposal are in line with the Community Services Department's OCP strategy of providing sport, recreational and cultural opportunities for all members of our community.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION: PowerPoint by Curtis Olsen, Sport & Recreation Manager

ATTACHMENTS:

1. Provincial Sales Tax on Admissions, Entertainment & Recreation
2. Provincial Sales Tax on Admissions, Entertainment & Recreation - Revision
3. Rates and Fees Presentation
4. Rates & Fees Manual

Written by: Curtis Olsen, Sport & Recreation Manager

Approved by: Director of Community Services & City Manager

PROVINCIAL SALES TAX ACT

ADMISSIONS, ENTERTAINMENT AND RECREATION

This bulletin has been prepared to help you apply and collect the Provincial Sales Tax (PST) and to assist you in understanding your obligations under *The Provincial Sales Tax Act*. It is a general guide and not a substitute for the legislation.

The contents of this bulletin are presented under the following sections:

- A. General Information
- B. Registration Requirements
- C. Definitions
- D. Taxable Admissions, Entertainment and Recreation
- E. Exempt Admissions, Entertainment and Recreation
- F. Promotional Tickets
- G. Real Property Rentals
- H. Equipment Rentals
- I. Exempt Sales
- J. General PST Requirements for Businesses
- K. Saskatchewan eTax Services (SETS)

Appendix – Q&As

A. GENERAL INFORMATION

Effective October 1, 2022, PST applies to the total charge for taxable admissions, entertainment and certain recreation in relation to a place or facility, or a seminar, activity or event in Saskatchewan.

PST must be collected on admission fees, participation fees, activity fees, membership fees, administration, and service fees, etc., but not the Goods and Services Tax (GST).

PST applies on the same basis as the GST for admissions and entertainment, therefore when tax applies for GST purposes, PST also applies.

PST applies to recreation fees and charges as outlined in the sections below.

B. REGISTRATION REQUIREMENTS

All businesses and organizations selling taxable admissions, entertainment and recreation in or relating to Saskatchewan are required to become registered with the Ministry of Finance as a Licensed Vendor for the purpose of collecting and remitting PST on taxable sales.

This includes businesses and organizations operating inside and outside Saskatchewan and any marketplace facilitator selling taxable admissions, entertainment and recreation through an online platform. For further information regarding marketplace facilitators please see Information Notice [IN, 2020-08, Electronic Distribution Platforms, Online Accommodation Platforms and Marketplace Facilitators](#).

Businesses and organizations required to become registered as a Licensed Vendor that currently have a registered consumer number with Finance, are advised to contact our office at 1-800-667-6102 or by email to sasktaxinfo@gov.sk.ca.

Businesses and organizations that qualify as small suppliers for GST purposes and, as such, do not collect GST on taxable sales of admissions, entertainment and recreation, are also exempt from the collection of PST on these sales. These businesses and organizations are still required to be registered with a PST number for the purpose of reporting any tax payable on goods and services for own use, as well as for the collection of PST on any other taxable sales, such as prepared food and beverages, merchandise, etc.

Businesses and organizations that qualify as small suppliers for GST purposes, however choose to be registered to collect GST, must also register to collect and remit PST as applicable.

The GST small supplier rules do not apply and do not provide relief from the collection of PST on any other taxable sales or from the requirement to pay PST on taxable goods and services for own use.

To determine if you are a small supplier for GST purposes, please contact Canada Revenue Agency (CRA) at 1-800-959-5525, or visit the [CRA website](#).

For information regarding Licenced Vendor responsibilities and tax return filing, please see Information Bulletin [PST-5, General Information](#).

How to Apply

Businesses may apply for a PST Licence using one of the following methods:

1. Register Online using SETS which is an online service that offers a secure, fast and convenient way to register your business to collect and report provincial taxes.
 - New Businesses may submit their application by completing the online [New Business Registration](#) form to apply for a PST, LCT, VPT, BCP and/or IFTA Licence.
 - Businesses that are already registered under another tax program may apply for a PST Licence by logging into their SETS account and submitting a Service Request to 'Add Account'.

For further SETS instruction please visit [SETS Learning](#).

2. Mail-in:

- New or Existing Businesses may complete and submit a [Registration Form](#) by email to SaskTaxInfo@gov.sk.ca, or mail to:

Ministry of Finance
Revenue Division
PO Box 200
Regina SK S4P 2Z6

C. **DEFINITIONS**

‘Public sector body’ means a government or a public service body.

‘Public service body’ means a charity, non-profit organization, municipality, university, public college, school authority, or hospital authority.

‘Charity’ means a registered charity or registered Canadian amateur athletic association for income tax purposes but does not include a public institution. A charity can issue official donation receipts for income tax purposes.

‘Public institution’ means a registered charity for income tax purposes that is a school authority, a public college, a university, a hospital authority or a local authority determined by the Minister of National Revenue to be a municipality.

‘Non-profit organization’ means a person (other than an individual, estate, trust, charity, public institution, municipality, or government) that meets both of the following conditions:

- It is organized and operated solely for non-profit purposes.
- It does not distribute or make available any of its income for the personal benefit of any proprietor, member, or shareholder, unless the proprietor, member, or shareholder is a club, a society, or an association that has, as its primary purpose and function, the promotion of amateur athletics in Canada.

‘Professional’ means the performers, athletes or competitors are paid directly or indirectly.

D. **TAXABLE ADMISSIONS, ENTERTAINMENT AND RECREATION**

Examples of admissions, entertainment, and recreation that are subject to PST include the following, **please see Section E for exemptions**:

- Admissions to sporting/athletic events
- Admissions to concerts and shows
- Admissions to movie theatres, museums, zoos, historical sites, etc.
- Admissions to fairs, rodeos, trade shows, art and craft shows, etc.
- Admissions to a place where bets are placed, such as a casino or bingo hall
- Professional theatre tickets and subscriptions
- Admissions to public seminars and events

- Admissions to entertainment venues such as escape rooms, batting cages, go kart tracks, rope courses, ziplining, rock climbing, trampoline parks, waterparks, etc.
- Admissions to swimming pools and public skating venues
- Admissions to mini-golf venues
- Admissions to ski hills
- Driving range fees
- Fees and league or club memberships for sporting activities including golf, curling, hockey, tennis, bowling, basketball, soccer, and similar sports for an individual age 18 and older, where the individual or team participates in a round, game or match
- Hunting, fishing and tour guide fees
- Park entry fees
- Bingo event admissions and bingo card sales
- Arcade and pool hall admissions and ticket sales (Note: PST does not apply to the purchase of a cash card similar to a gift card, PST applies to the game/table usage charges at the time of use).

E. EXEMPT ADMISSIONS, ENTERTAINMENT AND RECREATION

The following admissions, entertainment, and recreation are not subject to PST (according to GST exemptions):

- Sales made by a public sector body for admission to places or facilities, such as museums, recreational complexes, theatres, and wildlife parks if the **maximum amount** charged is \$1.00 or less.
Example: A non-profit organization sells admissions to a museum where the adult admission is \$5.00 and child admission is \$0.50. Both admissions are subject to PST as the maximum admission charged is greater than \$1.00.
- Sales made by a public sector body for admission to be a spectator of a performance, athletic or competitive event where 90% or more of the performers, athletes, or competitors are not paid directly or indirectly for their participation other than by government and municipal grants, and reasonable amounts as gifts, prizes, or compensation for travel or other incidental costs.
 - Admissions will not be exempt if they are for events specifically advertised as featuring paid participants or for events at which professional athletes compete for cash prizes.**Example:** Admissions to a school, university or minor league sports event are not subject to PST as they are supplied by a “public sector body” and do not feature paid participants.
Example: Admission to a non-profit organization’s amateur theatre production is not subject to PST as it is supplied by a “public sector body” and does not feature paid participants.
- Sales made by a public sector body for admission to gambling events, sales of bingo cards, or bets taken during the event, where both of the following conditions are met:
 - Volunteers run the event and take the bets, and
 - For bingo or casino events, the games are not held in a commercial hall or temporary structure (such as bingo tent put up on a fair ground) used mainly for gambling activities.

The admission and sales of bingo cards and bets taken are taxable if run by the operator of a commercial bingo hall.

Example: A non-profit organization operates a bingo in the basement of a church as a fundraising activity. The bingo is run by volunteers who sell bingo cards and charge an admission fee. The admission fee is exempt from PST as the event is not run in a place used primarily for gambling activities. The sale of bingo cards is also exempt as the non-profit organization has the licence to operate the event.

- Sales made by a charity or public institution for admission to a fundraising dinner, ball, concert, show or similar fundraising event where the charity is permitted to issue a donation receipt for income tax purposes for part of the admission price. This exemption does not require a charity to issue a donation receipt.

Example: A charity sells tickets to a fundraising show for \$100 where \$75 of the ticket price qualifies for a charitable donation receipt for income tax purposes. PST does not apply to any part of the admission/ticket price.

- Sales made by a charity for admissions sold in the course of a fundraising activity except where the admissions entitle the purchaser to receive admissions on a regular or continuous basis throughout the year or a significant part of the year.
- Sales made by a school authority for services or admissions made primarily to elementary or secondary school students during the course of extra-curricular activities organized under the responsibility of the school authority.

Example: Admission to a school dance primarily for the students of the school (and a guest) organized under the authority and responsibility of the school authority are not subject to tax.

In addition, the following recreational fees and charges are exempt from PST:

- Fees and league or club memberships for sporting activities including golf, curling, hockey, tennis, bowling, basketball, soccer, and similar sports for an individual age 17 years and under, where the individual or team participates in a round, game or match.
- Gym memberships or fitness facility memberships or classes (all ages). This includes activities such as yoga, pilates, cross-fit, aerobics, spin, aquacise, fitness circuit training, personal fitness training etc.
- Fees and charges for the instruction or supervision of individuals in a recreational or athletic class or lesson (all ages). This includes all charges for classes or lessons in art, music, dance, acting, photography, cooking, skating, gymnastics, boxing, martial arts, golf, skiing, etc.

Note: Leisure passes and punch passes for recreational centres that provide access to gym or fitness facilities and classes are exempt from PST (all ages). Punch passes for taxable admissions, entertainment, and recreation, such as for golf green fees age 18 and older, are subject to tax.

F. PROMOTIONAL TICKETS

Businesses must account for PST on the value of promotional tickets given away free of charge. PST must be self-assessed and remitted directly to Finance on your regular PST return form, on the value of any taxable admissions, entertainment or recreation given away.

G. REAL PROPERTY RENTALS

Facility rental charges such as charges to book a skating rink, tennis court, baseball diamond, recreation hall, picnic shelter, or other facility is a rental of real property and is not subject to PST. However, charges for admission to a recreational facility, such as a swimming pool or public skate, are taxable.

Campsite fees are not subject to PST, however PST applies to park entry fees.

Boat launch fees and mooring/slip rentals are not subject to PST.

H. EQUIPMENT RENTALS

Charges for equipment rentals such as golf clubs, golf carts, ski equipment, canoes, kayaks, racquets, bowling shoes, etc. are subject to PST.

Businesses may purchase their equipment rental inventory exempt from PST by quoting their vendor's licence number to the supplier. Repairs to rental inventory may also be purchased exempt from tax. If the customer is billed for the repair, PST must be collected on the charge.

I. EXEMPT SALES

Sales of taxable goods and services to the following are exempt from tax:

- Federal government departments and agencies (**Note:** Federal government crown corporations and provincial government ministries, agencies and crown corporations are not exempt from paying PST).
- Other vendors for resale providing their vendor's licence number is recorded.
- Status Indians, Indian bands and non-commercial band-empowered entities providing the event or services are held or performed on the reserve and the *Certificate of Indian Status Identification Card* number or band number is recorded on the invoice. The complete 10-digit card number must be recorded on the invoice. If the federal identification card number is only three to five digits, record the number and the name of the band on the sales invoice.

J. GENERAL PST REQUIREMENTS FOR BUSINESSES

Goods and Services for Your Own Use

Businesses are required to pay tax on purchases of new and used equipment, supplies and taxable services purchased for use in their business operations. Tax is payable as follows:

- When purchased from a licensed supplier, the tax must be paid to the supplier at the time of purchase.
- When purchased from a supplier who did not collect the tax, or when taken from an exempt resale inventory, the tax must be self-assessed and remitted with the regular tax return. This includes goods taken for personal or business use.

- When purchased from an unlicensed supplier located outside Saskatchewan, the tax must be self-assessed and remitted with the regular tax return on the laid down cost, which includes currency exchange, transportation charges, customs and excise duties, and importation charges; but not the GST.

Sales of Used Business Assets

Businesses are required to collect tax on the sale of used assets, such as taxable vehicles and equipment. When used assets are being sold as part of the closure of a business, the purchaser is required to self-assess and report the tax.

For further information, please refer to Information Bulletin [PST-58, Used Goods](#).

K. SASKATCHEWAN eTAX SERVICES (SETS)

Finance has made it possible to report and remit tax electronically through a secure, fast, easy and convenient online self-service portal. Several services are currently available to businesses through SETS:

- Register for secure, self-managed access to all your tax accounts.
- Apply for a new tax account.
- File and pay returns and amend previously filed returns.
- Make payments on account, including post-dated payments.
- View account balance and statement information.
- Authorize employees or accountants to file on your behalf.
- Receive notifications by email when a tax return should be filed. This replaces the paper forms usually sent in the mail.
- Submit a service request to update the mailing address or add a new business location.
- Submit a service request to receive tax information, interpretations or rulings related to your specific business activities.
- View and download up-to-date tax information promptly.
- Subscribe to receive email notifications when new and revised tax publications are available.

FOR FURTHER INFORMATION

Write: Ministry of Finance
Revenue Division
PO Box 200
REGINA SK S4P 2Z6

Telephone: Toll Free 1-800-667-6102
Regina 306-787-6645

Email: sasktaxinfo@gov.sk.ca

Internet: Tax bulletins, forms and information are available at www.sets.saskatchewan.ca/taxinfo.

To receive automatic email notifications when this or any other bulletin is revised, go to www.sets.saskatchewan.ca/subscribe.

To provide feedback or suggest changes to this bulletin, please complete a [Bulletin Survey](#).

Government website: Saskatchewan.ca

Appendix

Questions and Answers

Note: The collection of PST on taxable admissions, entertainment, and recreation is subject to eligibility as a small supplier for GST purposes – Please see Section B.

- 1. Does PST apply to admissions to a professional or semi-professional sporting event such as a Canadian Football League, Western Hockey League, National Lacrosse League game, and National and International Curling Championship games?**

Yes, admissions to these events are subject to PST.

- 2. Does PST apply to admissions to amateur sporting events such as a Saskatchewan Junior Hockey League (SJHL) game, or school or university level games?**

No, admissions to these events are exempt from PST as 90% of the players are not paid for their participation.

- 3. Does PST apply to fees charged by private groups or clubs, such as a senior's centre or other non-profit community or cultural association or club for event admission fees, such as a dance, movie night or festival?**

Yes, these fees are subject to PST unless the organization is a non-profit organization and all fees are under \$1.00. The collection of PST is subject to eligibility as a small supplier for GST purposes, please see Section B for registration requirements.

- 4. Does PST apply to admission fees for events charged by small community groups or facilities such as rinks, halls, etc.?**

Yes, unless the organization is a non-profit organization and all fees are under \$1.00. The collection of PST is subject to eligibility as a small supplier for GST purposes, please see Section B for registration requirements.

- 5. Does PST apply to charges for entry to exhibitions, fairs, or carnivals?**

Yes, entry fees are subject to PST. The collection of PST is subject to eligibility as a small supplier for GST purposes, please see Section B for registration requirements.

- 6. Does PST apply to charges for golf or ski lessons provided by a for-profit organization?**

No, PST does not apply to any charges for the instruction or supervision of individuals in any recreational or athletic class or lesson, regardless of the age of the participant or the type of organization providing the lessons.

Golf green fees and memberships are taxable to individuals age 18 and older, and exempt for ages 17 and under.

Admissions to a ski hill are taxable regardless of age. For PST purposes these fees are considered an admission to a place of amusement and are subject to tax. The exemption for individuals age 17 and under is only in relation to fees for activities where an individual or team participates in a round, game or match. Admissions to venues such as waterparks and swimming pools are also subject to tax regardless of age.

7. Does PST apply to bowling lane rental charges?

Bowling lane rental charges that include an adult participant(s) age 18 and older are subject to PST. If all participants are children age 17 and under, PST does not apply. This includes bowling lane rentals for children's birthday parties.

"Per game" or league fee charges are subject to tax for participants age 18 and older, and exempt for age 17 and under.

8. Does PST apply to charges for children's arts or sports camps?

No, PST does not apply. As these camps are generally considered instruction or supervision services, charges for arts, sports or other types of camps are not subject to tax regardless of the age of the participants.

9. Does PST apply to fees charged for guided or self-guided tours or to sightseeing and scenic tours?

Yes, these fees are subject to PST. The collection of PST is subject to eligibility as a small supplier for GST purposes, please see Section B for registration requirements.

10. Does PST apply to admission to a professional or non-profit organization's annual convention?

No, admission to an organization's annual convention is not taxable. Admissions to seminars and events open to the general public are subject to PST.

PROVINCIAL SALES TAX ON ADMISSIONS, ENTERTAINMENT AND RECREATION

Effective October 1, 2022, PST applies to the total charge for taxable admissions, entertainment, and certain recreation in relation to a place or facility, or a seminar, activity, or event in Saskatchewan.

PST must be collected on admission fees, participation fees, activity fees, membership fees, administration, and service fees etc., but not the Goods and Services Tax (GST).

As announced on August 23, 2022, PST will not apply to the following:

- Fees and league or club memberships for sporting activities including golf, curling, hockey, tennis, bowling, basketball, soccer, and similar sports for an individual age 17 years and under, where the individual or team participates in a round, game or match.
- Gym memberships or fitness facility memberships or classes (all ages). This includes activities such as yoga, pilates, cross-fit, aerobics, spin, aquacise, fitness circuit training, personal fitness training etc.
- Fees and charges for the instruction or supervision of individuals in a recreational or athletic class or lesson (all ages). This includes all charges for classes or lessons in art, music, dance, acting, photography, cooking, skating, gymnastics, boxing, martial arts, golf, skiing, etc.

For further information please see Information Bulletin [PST-76, Admissions, Entertainment and Recreation](#).

Transition Rules

PST does not apply to any payments for admissions, entertainment and recreation that are made or become payable prior to October 1, 2022, even if they relate to admissions, entertainment and recreation occurring on or after October 1, 2022, or spanning October 1, 2022.

PST applies to all payments for taxable admissions, entertainment and recreation that are made or become payable on or after October 1, 2022, for taxable admissions, entertainment and recreation occurring on or after October 1, 2022.

Payments for admissions, entertainment and recreation that occurred prior to October 1, 2022, are not subject to PST regardless of the billing or payment date.

FOR FURTHER INFORMATION

Write: Ministry of Finance
Revenue Division
PO Box 200
REGINA SK S4P 2Z6

Telephone: Toll Free 1-800-667-6102
Regina 306-787-6645

Email: sasktaxinfo@gov.sk.ca

Internet: Tax bulletins, forms and information are available at www.sets.saskatchewan.ca/taxinfo.

To receive automatic email notifications when this or any other bulletin is revised, go to www.sets.saskatchewan.ca/subscribe.

Government website: Saskatchewan.ca

CITY OF PRINCE ALBERT

2023 Rates and Fees Proposal

Community Services Department

Curtis Olsen - Sport & Recreation Manager

Community Services - Vision

We envision a city in which **all community members have the opportunity to participate** in affordable and accessible community services (including recreation, sports, arts, cultural, and physical activity) to enhance their personal well-being, the strength and well-being of the community, and the sustainability of the environment (natural and built).



Background

- Rates and fees for City facilities and programs are reviewed annually as part of the development of the Community Services Operating Budget
- Like many other municipalities, recreational and leisure services for youth are more heavily subsidized than services for adults
- Census data suggests that PA faces greater socioeconomic barriers compared to the rest of the province which helps justify the need for affordable, accessible and inclusive programs and facilities

Background

- General Admissions and Memberships – Youth and Seniors pay 60% of the Adult rate.
- Facility Rentals – Youth will pay 70% of the Adult rate at ALL facilities with the final goal being 60% by 2024
- Margo Fournier Centre has been removed from our Rate and Fee Structure.
- The City has the same age classifications for all facilities. (Pre-school 1-5, Youth 6-17, Adult 18-59, Senior 60+)
- All children under the age of 6 will continue to have free access to facilities. (Previouslyly age 2 in Aquatics)

Background

- **2022 Rates and Fees Changes and Increases**

- 10% Increase on after Hour Rentals
- Price adjustment on swimmer 5/6 to bronze star
- Adjustment on cost from Swimmer 4 to Bronze Cross
- Addition of Frank J. Dunn facility rate
- Addition of batting cage rental fee at Alfred Jenkins Fieldhouse
- Change Youth Ice Fee and Adult Ice fee from August 1 to September 5.
- 2% increase to Ice Fees – This is based off cost increases such as Utilities

Government of Saskatchewan change to PST

One impact to the 2023 Rates and Fees will be the change to PST that will take effect October 1st, 2022.

The City of Prince Albert Rates and Fees will now show our fee plus applicable taxes.

Changes that take place October 1st, 2022

- Facility rental charges are not subject to PST.
- Charges for admission to a recreational facility, such as a swimming pool, field house, public skating are subject to PST.
- Fees for swimming lessons, art classes, sport classes or other recreation programs are NOT subject to PST when provided to children 17 years of age or under, or to individuals who are underprivileged, or to those with a disability. Fees charged to all others age 18 and older are subject to PST.
- The exemption in relation to admissions is for sales made by a public sector body for admission to places or facilities, such as museums, recreational complexes, theatres, and wildlife parks if the maximum amount charged is \$1.00 or less.

Budget Implications



Functional Area 2023	Revenue	Expense	Cost Recovery
Alfred Jenkins Field House	\$625,150	\$836,530	75%
EA Rawlinson	\$830,900	\$1,263,200	66%
Frank J Dunn Pool	\$230,400	\$746,580	31%
Kinsmen Water Park	\$240,000	\$530,040	45%
Prime Ministers' Park	\$151,730	\$269,480	56%
Crescent Acres Park	\$10,480	\$50,700	21%
Class 'A' Playfields	\$47,200	\$84,490	38%
Art Hauser Centre	\$865,280	\$1,530,750	57%
Kinsmen Arena	\$338,510	\$536,540	63%
Dave G Steuart Arena	\$218,800	\$389,940	57%
Arts Centre	\$70,000	\$205,260	34%
OVERALL	\$3,628,450	\$6,437,510	56%

Increases and Adjustments for 2023

AQUATICS – NO INCREASES FOR 2023

- No increases as in 2019 significant changes were made:
 - Kinsmen Water Park summer memberships were reduced 6% and are now the same price as a 3-month Recreation Price. (initiative to sell more memberships)
 - 5% increase to swimming lessons (3.5% market adjustment) and 1.5% wage increase adjustment)
 - 10% increase to after hour rentals at the Kinsmen Water Park
- In 2022

Increases and Adjustments for 2023

ARENAS – ICE RENTALS – 2 % INCREASE

Art Hauser Centre				
Hourly Rates	Cost	GST	Total	2 % increase from 2022
Youth Prime Time	\$138.70	\$7.30	\$146.00	
Adult Prime Time	\$197.60	\$10.40	\$208.00	
Non-Prime Time	\$124.93	\$6.57	\$131.50	
Youth Prime Time Aug 1 to Sept 5	\$186.20	\$9.80	\$196.00	
Adult Prime Time Aug 1 to Sept 5	\$266.48	\$14.02	\$280.50	
Adult Rec Hockey	\$157.50	\$8.50	\$166.00	
Rush Ice	n/a	n/a	n/a	
Kinsmen Arena / Dave Steuart Arena				
Hourly Rates	Cost	GST	Total	2 % increase from 2022
Youth Prime Time	\$132.05	\$6.95	\$139.00	
Adult Prime Time	\$188.10	\$9.90	\$198.00	
Non-Prime Time	\$118.28	\$6.22	\$124.50	
Youth Prime Time Aug 1 to Sept 5	n/a	n/a	n/a	
Adult Prime Time Aug 1 to Sept 5	n/a	n/a	n/a	
Adult Rec Hockey	\$150.10	\$7.90	\$158.00	
Rush Ice	\$11.88	\$0.62	\$12.50	

Increases and Adjustments for 2023

ARENAS – SUMMER RENTALS (ICE OUT) 2 % INCREASE

Kinsmen Arena / Dave Steuart Arena				
Hourly Rates	Cost	GST	Total	2 % increase from 2022
Youth Prime Time	\$66.03	\$3.47	\$69.50	
Adult Prime Time	\$94.05	\$4.95	\$99.00	
Non-Prime Time	\$59.38	\$3.12	\$62.50	

Increases and Adjustments for 2023

ARENAS – BANQUET AND MULTI-PURPOSE ROOMS – ART HAUSER CENTRE

- Through market comparisons and with no increases in over 5 years, a 10 % increase is being recommended for the Ches Leach Lounge.

Ches Leach Lounge				
Rates	Cost	GST	Total	10% increase from 2022
Daily Rate	\$1045.00	\$55.00	\$1100.00	
Half Day	\$520.13	\$27.37	\$547.50	

Increases and Adjustments for 2023

ARENAS – NEW COST

- With the addition of the new scoreclock at the Art Hauser Centre in 2019, a cost was formally approved by City Council.
- Use of the clock was charged on a cost recovery basis.
- For 2023, a rate of \$250/tournament or \$50/game is recommended.

Increases and Adjustments for 2023

ALFRED JENKINS FIELDHOUSE – NEW COST FOR TURF BIRTHDAY PARTY

In 2019 we had an increase to general admission and bulk pass rates at the AJFH, FJD Pool and Margo Fournier Centre (\$.50 cents for adults and \$.25 cents for youth/seniors).

4% increase to multi-purpose room rental rates was also applied (market adjustment).

The only recommendation we are making is to add a Turf birthday party package to the rates and fees. This package would consist of 2.5 hours on the Turf and access to either the Malhotra or AODBT room. The cost would be \$136.50.

Increases and Adjustments for 2023

ARTS CENTRE – 2% INCREASE TO ROOM RENTALS AND \$5 INCREASE TO SHELF RENTAL

The Arts Centre has 4 areas to rent (Studio, Heritage Room, Boardroom and Pottery Studio). The 2 Percent increase bring it more closer to Room Rental Rates at the Alfred Jenkins Fieldhouse.

A \$5 increase to Shelf Rental. The cost is \$10.00 per month after punch card membership expiry.

Increases and Adjustments for 2023

ARTS CENTRE – 2% INCREASE – REGULAR RATES - HOURLY

Arts Centre – Rooms Rental Rates				
Regular Rates – Hourly Rate				
Rate Type	Cost	GST	Total	
Studio	\$16.72	\$0.88	\$17.60	
Heritage Room	\$16.72	\$0.88	\$17.60	
Boardroom	\$16.72	\$0.88	\$17.60	
Pottery	\$16.72	\$0.88	\$17.60	

Increases and Adjustments for 2023

ARTS CENTRE – 2% INCREASE – REGULAR RATES - DAILY

Arts Centre – Rooms Rental Rates				
Regular Rates – Daily Rate				
Rate Type	Cost	GST	Total	
Studio	\$99.27	\$5.23	\$104.50	
Heritage Room	\$99.27	\$5.23	\$104.50	
Boardroom	\$99.27	\$5.23	\$104.50	
Pottery	\$99.27	\$5.23	\$104.50	

Increases and Adjustments for 2023

ARTS CENTRE – 2% INCREASE – GROUPS AND GUILDS - HOURLY

Arts Centre – Rooms Rental Rates				
Groups and Guilds Rates - Hourly				
Rate Type	Cost	GST	Total	
Studio	\$11.64	\$0.61	\$12.25	
Heritage Room	\$11.64	\$0.61	\$12.25	
Boardroom	\$11.64	\$0.61	\$12.25	
Pottery	\$11.64	\$5.23	\$12.25	

Increases and Adjustments for 2023

ARTS CENTRE – 2% INCREASE - GROUPS AND GUILDS - DAILY

Arts Centre – Rooms Rental Rates				
Groups and Guilds Rates - Daily				
Rate Type	Cost	GST	Total	
Studio	\$69.82	\$3.68	\$73.50	
Heritage Room	\$69.82	\$3.68	\$73.50	
Boardroom	\$69.82	\$3.68	\$73.50	
Pottery	\$69.82	\$3.68	\$73.50	

Increases and Adjustments for 2023

EA RAWLINSON CENTRE FOR THE ARTS – 2 % INCREASE ON ALL RATES AND FEES

- The EA Rawlinson Centre For The Arts increased all Rates and Fees by 2 %.
- This was due to increasing costs.
- The last adjustment on Rates and Fees for the EA Rawlinson Centre for the Arts was prior to 2019.
- An increase to the charge for Technician Services was also included to reflect the actual staff time for events.

Increases and Adjustments for 2023

SPORTSFIELDS – 2 % INCREASE FOR ALL OUTDOORSPORTSFIELDS RATES

- **Class ‘A’ Facilities – Baseball/Softball/Slo-Pitch Diamonds and Multi-Purpose Fields**

Adult Base Rate			
Rates	Cost	GST	Total
Practice Rate	\$19.43	\$0.97	\$20.40
Game Rate (Soccer/Baseball/Softball)	\$48.57	\$2.43	\$51.00
Game Rate (Football/Rugby)	\$58.29	\$2.91	\$61.20
Day Rate	\$194.29	\$9.71	\$204.00
Lights Surcharge (Bookings after 8:30pm)	\$32.06	\$1.60	\$33.66
Field Prep Surcharge (Practices Only)	\$15.54	\$0.78	\$16.32
Staff Surcharge (Rate per additional staff)	\$208.86	\$10.44	\$219.30
Youth Base Rate			
Rates	Cost	GST	Total
Practice Rate	\$12.14	\$0.61	\$12.75
Game Rate (Soccer/Baseball/Softball)	\$30.60	\$1.53	\$32.13
Game Rate (Football/Rugby)	\$38.13	\$1.91	\$40.04
Day Rate	\$122.40	\$6.12	\$128.52
Lights Surcharge (Bookings after 8:30pm)	\$21.13	\$1.06	\$22.19
Field Prep Surcharge (Practices Only)	\$10.20	\$0.51	\$10.71
Staff Surcharge (Rate per additional staff)	\$136.00	\$6.80	\$142.80

Increases and Adjustments for 2023

SPORTSFIELDS – 2 % INCREASE FOR ALL OUTDOORSPORTSFIELDS RATES

BEACH VOLLEYBALL & OUTDOOR BASKETBALL COURTS – ALFRED JENKINS FIELD HOUSE

Adult Base Rate			
Rates	Cost	GST	Total
Court Hourly Rate	\$26.43	\$1.32	\$27.75
Complex Hourly Rate (4 Courts)	\$79.29	\$3.96	\$83.25
Youth Base Rate			
Rates	Cost	GST	Total
Court Hourly Rate	\$18.57	\$0.93	\$19.50
Complex Hourly Rate (4 Courts)	\$55.71	\$2.79	\$58.50

Increases and Adjustments for 2023

SPORTSFIELDS – 2 % INCREASE FOR ALL OUTDOORSPORTSFIELDS RATES

- **Harry Jerome Track - Rental Rates**
- Hourly Rental

Adult			
Rate	Cost	GST	Total
Entire Track & Field Complex	\$63.14	\$3.16	\$66.30
Track Only	\$32.06	\$1.60	\$33.66
Throwing Complex (Shot Put, Javelin, Discus)	\$16.51	\$0.83	\$17.34
Lights Surcharge (Applied to Bookings after 8:30pm)	\$32.06	\$1.60	\$33.66
Youth			
Rate	Cost	GST	Total
Entire Track & Field Complex	\$41.05	\$2.05	\$43.10
Track Only	\$20.65	\$1.03	\$21.68
Throwing Complex (Shot Put, Javelin, Discus)	\$10.45	\$0.52	\$10.97
Lights Surcharge (Applied to Bookings after 8:30pm)	\$21.13	\$1.06	\$22.19

Increases and Adjustments for 2023

SPORTSFIELDS – 2 % INCREASE FOR ALL OUTDOORSPORTSFIELDS RATES

- **Harry Jerome Track - Rental Rates**
- Daily Rentals

Adult			
Rates	Cost	GST	Total
Entire Track Complex	\$374.00	\$18.70	\$392.70
Track Only	\$184.57	\$9.23	\$193.80
Local School Division Track Meets	n/a	n/a	n/a
Lights Surcharge (Applied to Bookings after 8:30pm)	\$32.06	\$1.60	\$33.66
Youth			
Rates	Cost	GST	Total
Entire Track Complex	\$246.26	\$12.31	\$258.57
Track Only	\$123.13	\$6.16	\$129.29
Local School Division Track Meets	\$179.71	\$8.99	\$188.70
Lights Surcharge (Applied to Bookings after 8:30pm)	\$21.13	\$1.06	\$22.19



Increases and Adjustments for 2023

2023 RATES AND FEES CHANGES AND INCREASES

- **2023 Rates and Fees Changes and Increases**
- The City of Prince Albert Rates and Fees will now show our fee plus applicable taxes
- Arenas – Ice Rentals – 2 % Increase
- Arenas – Summer Rentals (Ice Out) 2 % Increase
- Arenas – Ches Leach Lounge – 10 % Increase
- Arenas – New cost for Video Scoreclock
- Alfred Jenkins FieldHouse – New Cost for Turf Birthday Party
- Arts Centre – 2% increase to room rentals and \$5 increase to Shelf Rental
- EA Rawlinson Centre - Increase in Technician costs & 2% increase to Rentals
- Sportsfields – 2 % increase for all Outdoor sports field and Track Rentals
- Analysis of Rates & Fees Schedule for new Aquatics & Arenas Facility

Questions and Feedback

2023 Rates and Fees

Community Services Department



City of
Prince Albert

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RECREATION FACILITIES

Recreation Facility - Admission Rates

Alfred Jenkins Field House and Frank J. Dunn Pool

*Rates effective January 1, 2023 for Alfred Jenkins Field House and Frank J. Dunn Pool

Pre-School (1-5 yrs)				
Rate Type	Cost	GST	Total	PST As of Oct 1/22
Single Admission	FREE	n/a	FREE	n/a
Group Rates	FREE	n/a	FREE	n/a
Bulk Passes (5)	FREE	n/a	FREE	n/a
Bulk Passes (10)	FREE	n/a	FREE	n/a
Monthly Membership (single facility – AJFH or FJD)	n/a	n/a	n/a	n/a
Monthly Recreation Pass (drop-in access to all 2 facilities and lane swimming/aquasize at KWP)	n/a	n/a	n/a	n/a
Drop-in Fitness Classes	n/a	n/a	n/a	n/a
Youth (6-17 yrs) / Senior (60+)				
Rate Type	Cost	GST	Total	PST As of Oct 1/22
Single Admission	\$5.00	\$0.25	\$5.25	\$0.30
Group Rates	\$4.05	\$0.20	\$4.25	n/a
Bulk Passes (5)	\$20.00	\$1.00	\$21.00	\$1.20
Bulk Passes (10)	\$35.00	\$1.75	\$36.75	\$2.10
Monthly Membership (single facility – AJFH or FJD)	\$22.86	\$1.14	\$24.00	\$1.37
Monthly Recreation Pass (drop-in access to all 2 facilities and lane swimming/aquasize at KWP)	\$25.71	\$1.29	\$27.00	\$1.54
Drop-in Fitness Classes	\$5.00	\$0.25	\$5.25	\$0.30
Adult (18 – 59 yrs)				
Rate Type	Cost	GST	Total	PST As of Oct 1/22
Single Admission	\$8.33	\$0.42	\$8.75	\$0.50
Group Rates	\$7.38	\$0.37	\$7.75	n/a

Bulk Passes (5)	\$33.33	\$1.67	\$35.00	\$2.00
Bulk Passes (10)	\$58.33	\$2.92	\$61.25	\$3.50
Monthly Membership (single facility – AJFH or FJD)	\$38.10	\$1.90	\$40.00	\$2.29
Monthly Recreation Pass (drop-in access to all 2 facilities and lane swimming/aquasize at KWP)	\$42.86	\$2.14	\$45.00	\$2.57
Next Step Monthly Membership	\$21.90	\$1.10	\$23.00	\$1.31
Drop-in Fitness Classes	\$8.33	\$0.42	\$8.75	\$0.50
Family Rate				
Rate Type	Cost	GST	Total	PST As of Oct 1/22
Single Admission	\$16.66	\$0.84	\$17.50	\$1.00
Bulk Passes (5)	\$66.67	\$3.33	\$70.00	\$4.00
Bulk Passes (10)	\$116.67	\$5.83	\$122.50	\$7.00
Monthly Membership (single facility – AJFH or FJD)	\$42.85	\$2.15	\$45.00	\$2.57
Monthly Recreation Pass (drop-in access to all 2 facilities and lane swimming/aquasize at KWP)	\$85.72	\$4.29	\$90.00	\$5.14
Drop-in Fitness Classes	\$16.66	\$0.84	\$17.50	\$1.00

Additional Membership Benefits

- 30% discount on registered programs
- \$5.00 drop-in fee for registered programs that are not full.

**Family is defined as 6 individuals related by birth, legal status or marriage with a minimum of one adult and maximum of two adults. Additional family members are subject to regular rates*

**Groups must have a minimum of 10 people and must contact the facility to book in advance*

**High School and Post-Secondary students are eligible for the youth rate with proof of valid Student ID*

**Bulk Passes are only redeemable at the facility they were purchased*

Additional Admission Rates – Alfred Jenkins Field House

Rates effective January 1, 2023

Rate Type	Cost	GST	Total	PST As of Oct 1/22
Seniors Walking Program (Monthly)	\$14.29	\$0.71	\$15.00	n/a

Toddler Turf Time	\$2.38	\$0.12	\$2.50	\$0.14
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Recreation Facility – Rental Options

Rates effective January 1, 2023

Hourly Rentals

Adult			
Rental Areas	Cost	GST	Total
Multi-Purpose Room	\$23.81	\$1.19	\$25.00
Gymnasium	\$52.38	\$2.62	\$55.00
Gymnasium with Cages	\$71.43	\$3.57	\$75.00
Gymnasium Charging Admission	\$64.29	\$3.01	\$67.50
Turf Field (Full Field)	\$166.67	\$8.33	\$175.00
Turf Field (Half Field)	\$83.33	\$4.17	\$87.50
Indoor Track	\$42.86	\$2.14	\$45.00
Climbing Wall (Per person, Per hour)	\$8.33	\$0.42	\$8.75
Batting Cage	\$71.43	3.57	\$75.00
Youth/Senior			
Rental Areas	Cost	GST	Total
Multi-Purpose Room	\$19.05	\$0.95	\$20.00
Gymnasium	\$35.48	\$1.77	\$37.25
Gymnasium with Cages	\$42.86	\$2.14	\$45.00
Gymnasium Charging Admission	\$52.38	\$2.62	\$55.00
Turf Field (Full Field)	\$110.95	\$5.55	\$116.50
Turf Field (Half Field)	\$55.48	\$2.77	\$58.25
Indoor Track	\$28.09	\$1.41	\$29.50

Climbing Wall (Per person, Per hour)	\$5.00	\$0.25	\$5.25
Batting Cage	\$42.86	\$2.14	\$45.00

Daily Rentals

Adult			
Rental Areas	Cost	GST	Total
Multi-Purpose Room	\$142.86	\$7.14	\$150.00
Gymnasium	\$314.29	\$15.71	\$330.00
Gymnasium Charging Admission	\$385.71	\$19.29	\$405.00
Gymnasium Non-Prime Time	\$33.57	\$1.68	\$35.25
Turf Field (Full Field)	\$1,000.00	\$50.00	\$1,050.00
Turf Field (Half Field)	\$500.00	\$25.00	\$525.00
Youth/Senior			
Rental Areas	Cost	GST	Total
Multi-Purpose Room	\$114.29	\$5.71	\$120.00
Gymnasium	\$212.86	\$10.64	\$223.50
Gymnasium Charging Admission	\$314.29	\$15.71	\$330.00
Gymnasium Non-Prime Time	\$33.57	\$1.68	\$35.25
Turf Field (Full Field)	\$665.71	\$33.29	\$699.00
Turf Field (Half Field)	\$332.86	\$16.64	\$349.50

**The hourly rental fee for Turf Fields include a \$10.00 facility improvement fee for full field rentals and \$5.00 for half field rentals. Daily turf rentals have a \$60.00 facility fee. The revenue generated from this fee is directed towards the future replacement of the indoor turf.*

**Bookings for multi-purpose rooms include standard meeting set-up of up to 25 chairs and 4 tables set up in theatre, boardroom or classroom style.*

**Additional charges may apply for setup, cleanup and repair to any rented facility. These fees will be assessed by the Facility Manager and may be billed post event if necessary.*

Prince Albert Youth Soccer Association Annual Lease Rate

- \$80,000.00 (\$30,000.00 is put towards future replacement of the indoor turf fields)

AQUATICS

Kinsmen Water Park - Admission Rates

Rates effective April 1, 2023

Pre-School (Under 5 yrs)				
Rate Type	Cost	GST	Total	PST As of Oct 1/22
Single Admission (Before 6pm)	FREE	n/a	FREE	n/a
Last Hour Promotion (6pm – 7pm)	FREE	n/a	FREE	n/a
Group Rate	FREE	n/a	FREE	n/a
Bulk Passes (5)	FREE	n/a	FREE	n/a
Bulk Passes (10)	FREE	n/a	FREE	n/a
Summer Membership (June, July, August)	n/a	n/a	n/a	n/a
Monthly Recreation Pass (drop-in access to all 3 facilities and lane swimming/aquasize at KWP)	n/a	n/a	n/a	n/a
Youth (5-17 yrs) / Senior (60+)				
Rate Type	Cost	GST	Total	PST As of Oct 1/22
Single Admission (Before 6pm)	\$6.19	\$0.31	\$6.50	\$0.37
Last Hour Promotion (6pm – 7pm)	\$3.10	\$0.15	\$3.25	\$0.19
Group Rate	\$5.24	\$0.26	\$5.50	\$0.31
Bulk Passes (5)	\$24.76	\$1.24	\$26.00	\$1.49
Bulk Passes (10)	\$43.33	\$2.17	\$45.50	\$2.60
Summer Membership (June, July, August)	\$77.14	\$3.86	\$81.00	\$4.63
Monthly Recreation Pass (drop-in access to all 3 facilities and lane swimming/aquasize at KWP)	\$25.71	\$1.29	\$27.00	\$1.54

Adult				
Rate Type	Cost	GST	Total	PST As of Oct 1/22
Single Admission (Before 6pm)	\$10.48	\$0.52	\$11.00	\$0.63
Last Hour Promotion (6pm – 7pm)	\$5.24	\$0.26	\$5.50	\$0.31
Group Rate	\$9.52	\$0.48	\$10.00	\$0.57
Bulk Passes (5)	\$41.90	\$2.10	\$44.00	\$2.51
Bulk Passes (10)	\$73.33	\$3.67	\$77.00	\$4.40
Summer Membership (June, July, August)	\$128.57	\$6.43	\$135.00	\$7.71
Monthly Recreation Pass (drop-in access to all 3 facilities and lane swimming/aquasize at KWP)	\$42.86	\$2.14	\$45.00	\$2.57
Family				
Rate Type	Cost	GST	Total	PST As of Oct 1/22
Single Admission (Before 6pm)	\$20.95	\$1.05	\$22.00	\$1.26
Last Hour Promotion (6pm – 7pm)	\$10.48	\$0.52	\$11.00	\$0.63
Group Rate	n/a	n/a	n/a	n/a
Bulk Passes (5)	\$83.81	\$4.19	\$88.00	\$5.03
Bulk Passes (10)	\$146.67	\$7.33	\$154.00	\$8.80
Summer Membership (June, July, August)	\$257.14	\$12.86	\$270.00	\$15.43
Monthly Recreation Pass (drop-in access to all 3 facilities and lane swimming/aquasize at KWP)	\$85.71	\$4.29	\$90.00	\$5.14

**All general admission rates include a \$1.00 facility improvement fee which is used exclusively for future repairs and maintenance at the water park.*

**Family is defined as 6 individuals related by birth, legal status or marriage with a minimum of one adult and maximum of two adults. Additional family members are subject to regular rates.*

**Groups must have a minimum of 10 people and must contact the facility to book in advance. There is no charge for Group supervisors if not wearing swim attire.*

**High School and Post-Secondary students are eligible for the youth rate with proof of valid Student ID.*

Kinsmen Water Park – After Hour Facility Rentals

Rates effective April 1, 2023

Entire Facility				
	Cost	GST	Total	Base Price + Admin
Base Rental (charged on all rentals)	47.62	\$2.38	\$50.00	
0 – 60 People (6 Lifeguards Required)	\$288.57	\$14.43	\$303.00	\$353.00
61 – 120 People (7 Lifeguards Required)	\$340.95	\$17.05	\$358.00	\$408.00
121 – 180 People (8 Lifeguards Required)	\$398.10	\$19.90	\$418.00	\$468.00
181 – 240 People (9 Lifeguards Required)	\$440.00	\$22.00	462.00	\$512.00
241+ People (10 Lifeguards Required)	\$492.38	\$24.62	517.00	\$567.00
Concession Fee (Optional)	\$23.81	\$1.19	25.00	

Frank J. Dunn – Facility Rentals

	Cost	GST	Total	Base Price + Admin
Base Rental (charged on all rentals)	\$28.57	\$1.43	\$30	
0 – 24 People	\$114.29	\$5.71	\$120	\$150
25 – 49 People	\$152.38	\$7.62	\$160	\$190
50 -74 People	\$190.48	\$9.52	\$200	\$230
75 – 99 People	\$228.57	\$11.43	\$240	\$270
100 – 150 People	\$266.67	\$13.33	\$280	\$310

**The rental charge is a facility improvement fee which is used exclusively for future repairs and maintenance at the water park.*

**Rentals are available throughout the Water Park season from 7:30pm to 9:00pm*

**Groups must book for entire period*

**The regulated lifeguard to swimmer ratio in the main pool is 1 : 25*

*Spectators not wearing swim attire are not considered in the final number count

Padding Pool Rentals

Options	Cost	GST	Total
1 Playground Leader	\$54.29	\$2.71	\$57.00
2 Playground Leaders	\$80.95	\$4.05	\$85.00

Swimming and Advanced Course Rates – Frank J. Dunn Pool / Kinsmen Water Park

Rates effective April 1, 2023

Lifesaving Society				
Rate Type	Cost	GST	Total	PST As of Oct 1/22
Parent & Tot 1-3	\$50.95	\$2.55	\$53.50	n/a
Preschool 1-5	\$50.95	\$2.55	\$53.50	n/a
Swimmer 1-4	\$50.95	\$2.55	\$53.50	n/a
Swimmer 5-6	\$58.10	\$2.90	\$61.00	n/a
Canadian Swim Patrol Rookie, Ranger, Star Patrol	\$65.71	\$3.29	\$69.00	n/a
Sport Level 1	\$60.95	\$3.05	\$64.00	n/a
Sport Level 2	\$65.71	\$3.29	\$69.00	n/a
Sport Level 3	\$70.48	\$3.52	\$74.00	n/a
Sport Level 4	\$75.24	\$3.76	\$79.00	n/a
Sport Level 5	\$80.00	\$4.00	\$84.00	n/a
Adult 1-3	\$66.43	\$3.32	\$69.75	\$3.99
5 x 30 minute classes	\$39.05	\$1.95	\$41.00	n/a
5 x 45 minute classes	\$46.90	\$2.35	\$49.25	n/a
Advance Courses				
Rate Type	Cost	GST	Total	PST As of Oct 1/22

Bronze Star	\$66.67	\$3.33	\$70.00	n/a
Bronze Medallion	\$168.10	\$8.40	\$176.50	n/a
Bronze Cross	\$181.90	\$9.10	\$191.00	n/a
National Lifeguard - Pool	\$295.00	\$14.75	\$309.75	\$17.70
National Lifeguard - Pool Recertification	\$98.10	\$4.90	\$103.00	\$5.89
National Lifeguard - Waterpark	\$147.62	\$7.38	\$155.00	\$8.86
Lifesaving Instructor	\$335.00	\$16.75	\$351.75	\$20.10
Lifesaving Sport Coach Level 1	\$184.05	\$9.20	\$193.25	\$11.04
Aquatic Supervisor Training	\$131.90	\$6.60	\$138.50	\$7.91
Standard First Aid	\$145.00	\$7.25	\$152.25	\$8.70
Standard First Aid Recertification	\$90.00	\$4.50	\$94.50	\$5.40
CPR-HCP Recertification	\$55.00	\$2.75	\$57.75	\$3.30

**All swimming lessons and advanced courses include a \$7.00 staff training fee which is directed towards the costs of ensuring all Aquatics staff are properly trained and certified.*

OUTDOOR SPORTS & EVENTS

Outdoor Sport Field - Rental Rates

Rates effective April 1, 2023

Class 'A' Facilities – Baseball/Softball/Slo-Pitch Diamonds and Multi-Purpose Fields

Adult Base Rate			
Rates	Cost	GST	Total
Practice Rate	\$19.43	\$0.97	\$20.40
Game Rate (Soccer/Baseball/Softball)	\$48.57	\$2.43	\$51.00
Game Rate (Football/Rugby)	\$58.29	\$2.91	\$61.20

Day Rate	\$194.29	\$9.71	\$204.00
Lights Surcharge (Bookings after 8:30pm)	\$32.06	\$1.60	\$33.66
Field Prep Surcharge (Practices Only)	\$15.54	\$0.78	\$16.32
Staff Surcharge (Rate per additional staff)	\$208.86	\$10.44	\$219.30
Youth Base Rate			
Rates	Cost	GST	Total
Practice Rate	\$12.14	\$0.61	\$12.75
Game Rate (Soccer/Baseball/Softball)	\$30.60	\$1.53	\$32.13
Game Rate (Football/Rugby)	\$38.13	\$1.91	\$40.04
Day Rate	\$122.40	\$6.12	\$128.52
Lights Surcharge (Bookings after 8:30pm)	\$21.13	\$1.06	\$22.19
Field Prep Surcharge (Practices Only)	\$10.20	\$0.51	\$10.71
Staff Surcharge (Rate per additional staff)	\$136.00	\$6.80	\$142.80

**The Light Surcharge is applied for all bookings after 8:30pm (if lights are available)*

**The Field Prep Surcharge is applied when there are requests for diamond/field prep prior to practices. There is no charge for games and day rates*

**1 City staff is provided for diamond/field maintenance with the day rate. Additional staff requests are subject to the Staff Surcharge*

Beach Volleyball & Outdoor Basketball Courts – Alfred Jenkins Field House

Adult Base Rate			
Rates	Cost	GST	Total
Court Hourly Rate	\$26.43	\$1.32	\$27.75
Complex Hourly Rate (4 Courts)	\$79.29	\$3.96	\$83.25
Court Daily Rate	\$475.71	\$23.79	\$499.50
Youth Base Rate			

Rates	Cost	GST	Total
Court Hourly Rate	\$18.57	\$0.93	\$19.50
Complex Hourly Rate (4 Courts)	\$55.71	\$2.79	\$58.50
Court Daily Rate	\$334.29	\$16.71	\$351.00

Harry Jerome Track - Rental Rates

Rates effective April 1, 2023

Hourly Rentals

Adult			
Rate	Cost	GST	Total
Entire Track & Field Complex	\$63.14	\$3.16	\$66.30
Track Only	\$32.06	\$1.60	\$33.66
Throwing Complex (Shot Put, Javelin, Discus)	\$16.51	\$0.83	\$17.34
Lights Surcharge (Applied to Bookings after 8:30pm)	\$32.06	\$1.60	\$33.66
Youth			
Rate	Cost	GST	Total
Entire Track & Field Complex	\$41.05	\$2.05	\$43.10
Track Only	\$20.65	\$1.03	\$21.68
Throwing Complex (Shot Put, Javelin, Discus)	\$10.45	\$0.52	\$10.97
Lights Surcharge (Applied to Bookings after 8:30pm)	\$21.13	\$1.06	\$22.19

Daily Rentals

Adult			
Rates	Cost	GST	Total
Entire Track Complex	\$374.00	\$18.70	\$392.70
Track Only	\$184.57	\$9.23	\$193.80

Local School Division Track Meets	n/a	n/a	n/a
Lights Surcharge (Applied to Bookings after 8:30pm)	\$32.06	\$1.60	\$33.66
Youth			
Rates	Cost	GST	Total
Entire Track Complex	\$246.26	\$12.31	\$258.57
Track Only	\$123.13	\$6.16	\$129.29
Local School Division Track Meets	\$179.71	\$8.99	\$188.70
Lights Surcharge (Applied to Bookings after 8:30pm)	\$21.13	\$1.06	\$22.19

Outdoor Special Events

Rates effective April 1, 2023

Mobile Stage, Portable Stage and Amphitheatre Cover Rental Rates

Setup Rate			
Rate	Cost	GST	Total
Business Hours Mon to Fri -8am to 4:30pm	\$325.00	\$15.48	\$309.52
Non-Business Hours	\$485.00	\$23.10	\$461.90
Takedown Rate			
Rate	Cost	GST	Total
Business Hours Mon to Fri -8am to 4:30pm	\$325.00	\$15.48	\$309.52
Non-Business Hours	\$485.00	\$23.10	\$461.90

ARENAS

Arena – Rental Rates

*Rates effective April 15, 2023

Ice Rentals

Art Hauser Centre

Hourly Rates	Cost	GST	Total
Youth Prime Time	\$138.70	\$7.30	\$146.00
Adult Prime Time	\$197.60	\$10.40	\$208.00
Non-Prime Time	\$124.93	\$6.57	\$131.50
Youth Prime Time Aug 1 to Sept 5	\$186.20	\$9.80	\$196.00
Adult Prime Time Aug 1 to Sept 5	\$266.48	\$14.02	\$280.50
Adult Rec Hockey	\$157.50	\$8.50	\$166.00
Rush Ice	n/a	n/a	n/a
Kinsmen Arena / Dave Steuart Arena			
Hourly Rates	Cost	GST	Total
Youth Prime Time	\$132.05	\$6.95	\$139.00
Adult Prime Time	\$188.10	\$9.90	\$198.00
Non-Prime Time	\$118.28	\$6.22	\$124.50
Youth Prime Time Aug 1 to Sept 5	n/a	n/a	n/a
Adult Prime Time Aug 1 to Sept 5	n/a	n/a	n/a
Adult Rec Hockey	\$150.10	\$7.90	\$158.00
Rush Ice	\$11.88	\$0.62	\$12.50

Summer Rentals (Ice Out)

Kinsmen Arena / Dave Steuart Arena			
Hourly Rates	Cost	GST	Total
Youth Prime Time	\$66.03	\$3.47	\$69.50
Adult Prime Time	\$94.05	\$4.95	\$99.00
Non-Prime Time	\$59.38	\$3.12	\$62.50

**All hourly rental rates include a \$2.00 facility improvement fee which is used exclusively for future repairs and maintenance at City operated arenas.*

Prime Time Hours: Mon - Fri (6am-7am) (3:30pm-11pm) / Sat - Sun (All Day) / Stat Holidays (All day)

Non-Prime Time Hours: Mon - Fri (7am – 3:30pm)

Public Skating

Rates effective April 15, 2023

General Admission			
Rate	Cost	GST	Total
Pre-School (0-5 yrs)	FREE	n/a	FREE
Youth (6-17 yrs) & Senior (60+)	\$2.86	\$0.14	\$3.00
Adult (18-59 yrs)	\$4.76	\$0.24	\$5.00
Family Rate	\$9.52	\$0.48	\$10.00

Arena – Special Event Rental Rates

Rates effective April 15, 2023

Art Hauser Centre			
Hourly Rates	Cost	GST	Total
Concert Base Rate (Ice In)	\$10,133.33	\$506.67	\$10,640.00
Concert Base Rate (Ice Out)	\$6,285.71	\$314.29	\$6,600.00
Concert All-Inclusive Rate (Ice In)	\$11,923.81	\$596.19	\$12,520.00
Concert All-Inclusive Rate (Ice Out)	\$8,190.48	\$409.52	\$8,600.00
High School Graduations	\$4,357.17	\$217.86	\$4,575.00
Annual Pow Wow	\$11,380.95	\$569.05	\$11,950.00
Annual PBR Event	\$12,809.52	\$640.48	\$13,450.00
Special Event Daily Rate (Ice Out)	\$2,857.14	\$142.86	\$3,000.00
Special Event Daily Rate (Ice In)	\$3,809.52	\$190.48	\$4,000.00
Parking Lot Daily Rate	\$523.81	\$26.19	\$550.00

Tri-Height Stage Rental	\$780.95	\$39.05	\$820.00
Video Score Clock Per Tournament	\$238.10	\$11.90	\$250.00
Video Score Clock Per Game	\$47.62	\$2.38	\$50.00
Kinsmen & Steuart Arena			
Hourly Rates	Cost	GST	Total
Special Event Daily Rate (Ice In)	\$1,285.71	\$64.29	\$1,350.00

**All special event rates include a \$250.00 to \$500.00 facility improvement fee which is used exclusively for future repairs and maintenance at City operated arenas.*

Banquet and Multi-Purpose Rooms – Art Hauser Centre

Rates effective April 15, 2023

Ches Leach Lounge			
Rates	Cost	GST	Total
Daily Rate	\$1,045.00	\$55.00	\$1,100.00
Half Day	\$520.13	\$27.37	\$547.50
Hourly Rate	n/a	n/a	n/a
Corkage Per Person	\$3.57	\$0.18	\$3.75
Kinsmen Room			
Rates	Cost	GST	Total
Daily Rate	\$248.57	\$12.43	\$261.00
Half Day	\$124.29	\$6.21	\$130.50
Hourly Rate	n/a	n/a	n/a
Corkage	n/a	n/a	n/a
Steve Ruznisky Boardroom			
Rates	Cost	GST	Total
Daily Rate	\$114.29	\$5.71	\$120.00

Half Day	\$57.14	\$2.86	\$60.00
Hourly Rate	\$19.05	\$0.95	\$20.00
Corkage	n/a	n/a	n/a
Johnny Bower Lobby / SHOF			
Rates	Cost	GST	Total
Daily Rate	\$314.29	\$15.71	\$330.00
Half Day	\$157.14	\$7.86	\$165.00
Hourly Rate	\$52.38	\$2.62	\$55.00
Corkage	n/a	n/a	n/a

**All banquet and multi-purpose room rates include a \$25.00 to \$50.00 facility improvement fee which is used exclusively for future repairs and maintenance at City operated arenas.*

ARTS AND CULTURE

Prince Albert Arts Centre – Room Rental Rates

Rates effective January 1, 2023

Regular Rates – Hourly Rate			
	Cost	GST	Total
Studio, Heritage Room, Boardroom, Pottery Studio	\$16.72	\$0.88	\$17.60
Regular Rates – Daily Rate			
	Cost	GST	Total
Studio, Heritage Room, Boardroom, Pottery Studio	\$99.27	\$5.23	\$104.50
Groups & Guilds Rates – Hourly Rate			
	Cost	GST	Total
Studio, Heritage Room, Boardroom, Pottery Studio	\$11.64	\$0.61	\$12.25
Groups & Guilds Rates – Daily Rate			

Rate Type	Cost	GST	Total
Studio, Heritage Room, Boardroom, Pottery Studio	\$69.82	\$3.68	\$73.50

**Bookings outside of our regular hours may be available and are an additional \$20.00/hour.*

**Hollander (Paper Maker) Rental – The Hollander can be rented through a Heritage Room rental at the Groups & Guilds Rates. The renter must be oriented to the machine.*

**Piano Rental – There are two pianos that can be rented by the half hour (Room Groups & Guilds rates as above) as available.*

**Sandblaster Rental – The Sandblaster can be rented by the half hour (Room Groups & Guilds rates as above). The renter must be familiar with the machine.*

Groups/Schools Pottery Classes (Weekdays from Sept-June)

Rates effective January 1, 2023

Hand Building – Clay Included

**Pieces are bisque fired and ready for pickup in approximately one week*

1-10 Participants/Students			
	Cost	GST	Total
One Time Visit - 1 hour hand building (or glazing) class	\$119.05	\$5.95	\$125.00
One Time Visit - 1.5 hour hand building class	\$166.67	\$8.33	\$175.00
Two Time Visit - 1 hour hand building and 1 hour glazing class	\$214.29	\$10.71	\$225.00
11-18 Participants/Students			
	Cost	GST	Total
One Time Visit - 1 hour hand building (or glazing) class	\$166.67	\$8.33	\$175.00
One Time Visit - 1.5 hour hand building class	\$238.10	\$11.90	\$250.00
Two Time Visit - 1 hour hand building and 1 hour glazing class	\$285.71	\$14.29	\$300.00
Over 18, Add for Instructor Assistant			
	Cost	GST	Total
One Time Visit - 1 hour hand building (or glazing) class	\$38.10	\$1.90	\$40.00
One Time Visit - 1.5 hour hand building class	\$47.62	\$2.38	\$50.00

Two Time Visit - 1 hour hand building and 1 hour glazing class	\$76.19	\$3.81	\$80.00
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Note: Bookings are dependent on Instructor availability. A minimum 1 week notice is required for a cancellation. All supplies included.

Screen Printing – BRING YOUR OWN T-SHIRT

Bring your own t-shirts or other garment (as long as it is 50% or more cotton) and send us a design and print with your group. Designs must be sent min. 1 week prior to program to kwirtz@citypa.ca

8-11 Participants/Students			
	Cost	GST	Total
One Time Visit – 1-1.5 hour Screen Printing Program (Bring your own t-shirts/garments)	\$38.10	\$1.90	\$40.00
12-18 Participants/Students			
	Cost	GST	Total
One Time Visit – 1-1.5 hour Screen Printing Program (Bring your own t-shirts/garments)	\$38.10	\$1.90	\$40.00
Over 18, Add for Instructor Assistant			
	Cost	GST	Total
One Time Visit – 1-1.5 hour Screen Printing Program (Bring your own t-shirts/garments)	\$38.10	\$1.90	\$40.00

Note: Bookings are dependent on Instructor availability. A minimum 1 week notice is required for a cancellation. Bring your own shirts, all other supplies are included.

Pottery Studio Fees

Rates effective January 1, 2023

You may use the pottery studio during regular Arts Centre hours but not when programs/classes are in progress. Please call (306) 953-4811 to check studio availability.

For individuals who are registered in a class – You pay for clay and fire & glaze fees only. Costs for studio time, shelf rental, and kiln loading & unloading are included.

For individual potters - individuals not registered in a class – You can choose from the following options. Clay must be purchased at the Arts Centre or firing fees also apply (as listed below).

Pottery Studio Fees			
Options	Cost	GST	Total
Per Hour	\$4.76	\$0.24	\$5.00
Per Day (Includes kiln loading and unloading)	\$9.05	\$0.45	\$10.00

Punch Card (Includes 10 punches/10 hours, shelf rental for one month max, kiln loading and unloading)	\$28.57	\$1.43	\$30.00
Shelf Rental ((\$5.00 per month after punch card expiry membership)	\$4.76	\$0.24	\$5.00
Monthly Membership (Includes unlimited access when programs are not in progress, shelf rental for one month max, kiln unloading and loading)	\$66.67	\$3.33	\$70.00

Clay

Half Box (Clay, Glaze and Firing Fee)			
Options	Cost	GST	Total
M340	\$36.10	\$1.90	\$38.00
M350; M390	\$37.05	\$1.95	\$39.00
M370; L212; F78G	\$40.85	\$2.15	\$43.00
M390	\$38.47	\$2.03	\$40.50
L212; F78G	\$39.42	\$2.08	\$41.50
Coffee Clay	\$42.75	\$2.25	\$45.00
Reclaim Log (Approx. size of ¼ box – as available)	\$14.29	\$0.71	\$15.00
Full Box (Clay, Glaze and Firing Fee)			
Options	Cost	GST	Total
M340	\$72.38	\$3.62	\$76.00
M350; M390	\$74.29	\$3.71	\$78.00
M370; L212; F78G	\$81.90	\$4.10	\$86.00
M390	\$77.14	\$3.83	\$81.00
L212; F78G	\$75.24	\$3.76	\$79.00
Coffee Clay	\$85.71	\$4.29	\$90.00

Firing Fees

For clay not purchased at the Arts Centre (includes both bisque and glaze firing).

Firing Fee – Per Piece, 2 Firings (Approx. Mug size)			
Rate	Cost	GST	Total
Per Piece	\$4.76	\$0.24	\$5.00
Per Half Kiln	\$28.57	\$1.43	\$30.00
Per Full Kiln	\$57.14	\$2.86	\$60.00
Re-fire – 1 Item			
Per Half Kiln	\$2.50 - \$10.00/Item (Pottery Studio Technician discretion based on size of item)		

OPEN ART STUDIO (16+)

Mondays from 6:00 to 9:00 p.m. Come and use the Studio room to create your art! You can choose from the following options:

Rate	Cost	GST	Total
Per hour	\$4.76	\$0.24	\$5.00
Per evening	\$9.52	\$0.48	\$10.00
Punch Card 10 punches/10 hours	\$28.57	\$1.43	\$30.00

EA RAWLINSON CENTRE

Rental Rates Community Users

Rates effective January 1, 2023

* All prices are increased 2 times on all statutory holidays.*

Theatre Rental

Includes:

- Theatre with standard lights and sound
- Lobby – with Bar Service, Dressing rooms, Servery and Green room
- Front of House Captain and volunteers
- 2 Technicians and a Duty Manager (up to 5 hours)

Community Non-Profit Rate

Options	Cost	GST	Total
Performance Time (Up to 5 Hours)	\$692.69	\$3.31	\$696.00
Same Day 2 nd Performance	\$387.62	\$19.38	\$407.00
Additional Set-up/Rehearsal Time Rate is Per Hour (Same Day, Max 5 Hours)	\$40.95	\$2.05	\$43.00
Additional Set-up/Rehearsal Day (Max 5 Hours)	\$459.05	\$22.95	\$482.00
Time Required over 5 Hours Rate is Per Hour	\$40.95	\$2.05	\$43.00
Technicians	Included in the 5 hour rental block		
Technicians – Per Hour (Additional Hours up to the 8 th Hour)	\$47.62	\$2.38	\$50.00
Technicians – Per Hour (Additional Hours after the 8 th Hour)	\$95.24	\$4.76	\$100

Ticket Service Charges (Facility Fees)

A total of \$5.00 plus GST (& PST as of October 1, 2022) in Facility Fees will be added to your ticket price:

- Capital Building Levy - \$2.00 plus GST
- Stabilization Fee – \$2.00 plus GST
- Youth Access Fee – \$1.00 plus GST

Non-Profit/Not For Profit Set-up Fee per event/session is \$75.00.

Ticket Sales Reports will be sent out on Mondays. If you require additional Sales Reports you will be charged \$25.00 per report.

Concession/Merchandise Fees

Options	Cost	GST	Total
When any area of the Centre is used as a Concession or for the Sale of Merchandise Rate is Per Day	\$255.24	\$12.76	\$268.00
Cleaning Fee (If used, the servery is expected to be left clean. Failure to do so will result in a cleaning fee.)	\$81.90	\$4.10	\$86.00
Additional cleaning/sanitation visits required or requested Rate is Per Visit	\$51.42	\$2.58	\$54.00

Festival Rental

Includes:

- Use of Theatre, Lobby, Green Room, Dressing Rooms, Multipurpose Area, Loading Room, Laundry Room, Coat Check and Servery
- Set-up of Centre's tables and chairs as required
- Front of House Captain and volunteers
- 2 Technicians and a Duty Manager

Community Non-Profit Rate

Options	Cost	GST	Total
12 hours (9:00am – 11:00pm) Including 2 one hour breaks	\$1,325.71	\$66.29	\$1,392.00
Meal Break Penalty 6 hours without a one hour meal break	\$203.81	\$10.19	\$214.00
Additional Set-up – Per Hour	\$51.43	\$2.57	\$54.00

Commercial Festival Rate

Options	Cost	GST	Total
12 hours (9:00am – 11:00pm) Including 2 one hour breaks	\$2,447.62	\$122.38	\$2,570.00
Meal Break Penalty 6 hours without a one hour meal break	\$203.81	\$10.19	\$214.00

Non-Ticketed Seminars, Meetings and Conferences

Includes:

- Theatre, Lobby, Servery, Tables, and Chairs set-up as required
- 2 Technicians, Duty Manager or Security Guard

Commercial Rate

Options	Cost	GST	Total
9:00am – 5:00pm or 4:00pm – 12:00am (8 hours)	\$1,223.80	\$61.20	\$1,285.00
Additional Hours – Per Hour	\$51.43	\$2.57	\$54.00

Non-Profit Rate

Options	Cost	GST	Total
9:00am – 5:00pm or 4:00pm – 12:00am (8 hours)	\$1,137.14	\$56.36	\$1,194.00
Additional Hours – Per Hour	\$51.43	\$2.57	\$54.00

Lobby Functions

Includes:

- Lobby, Servery, Tables and Chairs
- Duty Manager or Security Guard

Options	Cost	GST	Total
5 Hours (Including set-up time)	\$484.76	\$24.24	\$509.00
Additional Hours – Per Hour	\$51.43	\$2.57	\$54.00

Multipurpose Space Rental

Options	Cost	GST	Total
All groups – 8 Hours (Including set-up time)	\$229.52	\$11.48	\$241.00
Additional Hours – Per Hour	\$51.43	\$2.57	\$54.00

Marketing Fees/Packages

Options	Cost	GST	Total
Printing of 60 Posters	\$76.19	\$3.81	\$80.00
Poster Distribution on our Regular Poster Runs	\$76.19	\$3.81	\$80.00
Full Marketing/Promotion (Includes printing of 60 posters, distribution on regular poster runs, newsletter and eblasts to our ticket base)	\$255.24	\$12.76	\$268.00

Rental Rates Commercial Users

Rates effective January 1, 2023

* All prices are increased 2 times on all statutory holidays.*

Theatre Rental

Includes:

- Theatre with standard lights and sound
- Lobby —standard set-up of tables and chairs
- Dressing rooms, Green room
- Front of House Captain and volunteers
- Coat Check
- Bar Service (optional)

Commercial Presenters Rate

Options	Cost	GST	Total
Performance time (Up to 5 hours)	\$1,407.62 or 10% of total sales net tax and ticket service charges - Whichever is greater	\$70.38	\$1,478.00
Same Day 2 nd Performance (Up to 5 hours)	\$1,407.62 or 10% of total sales net tax and ticket service charges - Whichever is greater		\$1,478.00
*Commercial Renters shall pay all labour costs, minimum Crew of 2 Technicians			
Crew Regular Rate Per Hour	\$51.43	\$2.57	\$54.00
Time Over 8 Hours and Regular Time on Stat Holidays – Per Hour	\$95.24	\$4.76	\$100.00
Time Over 8 Hours on Stat Holidays Per Hour	\$122.86	\$6.14	\$129.00

Merchandise Fee: Licensee or Renter 85%. Centre 15%.

Ticket Service Charges (Facility Fees)

A total of \$5.00 plus GST in Facility Fees will be added to your ticket price:

- Captial Building Levy - \$2.00 plus GST
- Stabilization Fee – \$2.00 plus GST
- Youth Access Fee – \$1.00 plus GST

Commercial Set-up Fee per event/session is \$127.50 (GST Included) plus 2.5% from all credit/debit card transactions.

Ticket Sales Reports will be sent out on Mondays. If you require additional Sales Reports you will be charged \$25.00 per report.

Lobby Functions

Includes:

- Lobby, Servery, Tables and Chairs
- Venue Technician or Security Guard

Options	Cost	GST	Total
8 Hours (Including set-up/take down time)	\$479.05	\$23.95	\$503.00
Additional Hours – Per Hour	\$51.43	\$2.57	\$54.00
Bar Tender – Per Hour (Minimum 3 hours)	\$20.00	\$1.02	\$21.00

Multipurpose Space Rental

Options	Cost	GST	Total
All groups – 8 Hours (Including set-up time)	\$229.52	\$11.48	\$241.00
Additional Hours – Per Hour	\$51.43	\$2.57	\$54.00

Concession/Merchandise Fees

Options	Cost	GST	Total
When any area of the Centre is used as a Concession or for the Sale of Merchandise Rate is Per Day	\$255.24	\$12.76	\$268.00
Cleaning Fee (If used, the servery is expected to be left clean. Failure to do so will result in a cleaning fee.)	\$81.90	\$4.10	\$86.00
Additional cleaning/sanitisation visits required or requested Rate is Per Visit	\$51.42	\$2.58	\$54.00

Marketing Fees/Packages

Options	Cost	GST	Total
Printing of 60 Posters	\$76.19	\$3.81	\$80.00
Poster Distribution on our Regular Poster Runs	\$76.19	\$3.81	\$80.00
Full Marketing/Promotion (Includes printing of 60 posters, distribution on regular poster runs, newsletter and eblasts to our ticket base)	\$255.24	\$12.76	\$268.00

BIRTHDAY/GROUP PACKAGES

Party Packages

Rates effective January 1, 2023

Prince Albert Arts Centre

Options	Cost	GST	Total
Pottery or Arts/Craft Class Per Person (minimum 8 people)	\$14.29	\$0.71	\$15.00
Pottery or Arts/Craft Class (10-12 children/youth)	\$142.86	\$7.14	\$150.00
Pottery or Arts/Craft Class Per Person (13+ children/youth)	\$14.29	\$0.71	\$15.00
Room Rental Only Per Hour	\$16.43	\$0.82	\$17.25
Children's Art Supplies from the Arts Centre Per Person(with room booking)	\$1.90	\$0.10	\$2.00

Create Your Own Program (any age group)

Options	Cost	GST	Total
1-1.5 hour Screen Printing Program Rate is Per Person (Bring your own shirt/garment) (All Ages, minimum 8, maximum 30)	\$14.29	\$0.71	\$15.00 Plus \$10.00 Screen Setup Fee
1.5 hour Pottery Class Rate is Per Person (Hand Building or Wheel for ages 10+) (Minimum 6, maximum 12)	\$28.57	\$1.43	\$30.00
1.5 hour Painting Class Rate is Per Person (All supplies included) (Minimum 6, maximum 18)	\$28.57	\$1.43	\$30.00
1.5 hour Arts Activity Rate is Per Person (i.e. Painting, Cooking/Little Chefs, Drawing) (Minimum 6, maximum 12)	\$23.81	\$1.19	\$25.00
2 Pottery Classes (1.5 hr. as above + 1 hr. Glazing) (Minimum 6, maximum 12)	\$47.62	\$2.38	\$50.00

Note: Parties are dependent on Instructor availability. A minimum 1 week notice is required for a cancellation. All supplies included.

Alfred Jenkins Field House

Options	Cost	GST	Total
Gymnasium/Multi-Purpose Room (Gym, and Room for 2 hrs)	\$89.76	\$4.49	\$94.25
Turf B-day Party	\$130.00	\$6.50	\$136.50
Climbing Wall/ Multi-Purpose Room (Climbing Wall and in Room for 2hrs)	\$38.10 \$5.00	\$1.90 \$0.25	\$40 plus \$5.25/child
Bouncy Castle Rental/Multi-Purpose Room (Gym, bouncy castle and room for 2 hrs)	\$211.43	\$10.57	\$222.00

RPT 22-358

TITLE: 2023 Rates & Fees - Cooke Municipal Golf Course

DATE: **September 7, 2022**

TO: Executive Committee

PUBLIC: X

INCAMERA:

MOTIONS:

First Motion:

“That Administration provide options for a revised Fee Structure, in consultation with the respective Golf Organizations and Groups, for consideration by the Golf Course Advisory Committee in the Spring of 2023.”

Second Motion:

“That the following be included in the 2023 Budget deliberations for consideration:

1. That a two percent (2%) increase to the 2023 Rates and Fees for Cooke Municipal Golf Course, as attached to RPT 22-328, be approved;
2. That the annual Sponsorship Funding for Cooke Municipal Golf Course be allocated to the Golf Course Improvements Reserve;
3. That \$60,000 of the annual revenue generated through Pathway Fees and Cart Rentals be allocated to the Golf Course Improvements Reserve for the purpose of Pathway Reconstruction and Repair; and,
4. That Administration proceed with offering the sale of 2023 Rates and Fees prior to October 1, 2022 to allow the option for patrons to make purchases for the 2023 Season in advance of the Rates and Fees being subject to the six percent (6%) Provincial Sales Tax.”

PRESENTATION: Verbal by Jody Boulet, Director of Community Services

ATTACHMENTS:

1. 2023 Rates & Fees - Cooke Municipal Golf Course (RPT 22-328)

Written by: Golf Course Advisory Committee

RPT 22-328

TITLE: 2023 Rates & Fees - Cooke Municipal Golf Course

DATE: August 23, 2022

TO: Golf Course Advisory Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That a 4% increase to the Rates & Fees for Cooke Municipal Golf Course, as attached to RPT 22-328, be approved.
2. That the annual Sponsorship Funding for Cooke Municipal Golf Course be allocated to the Golf Course Improvements Reserve.
3. That \$60,000 of the annual Revenue generated through Pathway Fees and Cart Rentals be allocated to the Golf Course Improvements Reserve for the purpose of Pathway Reconstruction and Repair.
4. That the 2023 Rates & Fees be authorized to go on sale prior to October 1st, 2022 to allow the option for patrons to make purchases for the 2023 Season in advance of the Rates & Fees being subject to the 6% Provincial Sales Tax.

TOPIC & PURPOSE:

The purpose of the report is to receive advice and input from the Golf Course Advisory Committee in advance of forwarding the proposed recommendations to City Council.

BACKGROUND:

In 2017 the Golf Course Advisory Committee adopted an Asset Management Plan for Cooke Municipal Course. The plan outlines the resources required to balance the Capital and Operational requirements over a 10 year timeframe. The Annual process includes the setting of the Rates and Fees for the upcoming season in order to achieve the necessary funds in combination with Sponsorship Revenue to complete the prioritized capital upgrades and maintain the service delivery capacity. As per the Annual Fee Setting Policy Administration is to provide three options for consideration by the Golf Course Advisory Committee.

PROPOSED APPROACH AND RATIONALE:

A major component in the Asset Management Plan was the requirement to complete the Irrigation System Replacement, Pond Expansion, 5th Green Re-construction and the upgrades to the 17th and 18th Tee Boxes. Financing is in place to fund the project that is now complete. An annual Principal payment of approximately \$67,000 is included in the 2023 Budget along with an interest payment of approximately \$70,000 to pay for the long term loan. Sufficient funds are required on an annual basis to achieve these payments with a goal to also prioritize other future infrastructure upgrades.

The following was approved at the April 7th, 2022 Golf Course Advisory Committee meeting:

1. *That the Bunker Renovation Plan, as attached to RPT 22-146, be approved*
- ;
2. *That a Request for Proposals be issued to select the contractor and confirm the funding allocation for the Bunker Renovation Project;*
3. *That the 2022 Golf Course Pathway Improvement Plan, as outlined in RPT 22-146, be approved, and,*
4. *That Administration forward the public report regarding the results of the Bunker Renovation Project Request for Proposals, to the Golf Course Advisory Committee for review prior to City Council's consideration.*

Bunker Renovation Plan

In 2003/2004 efforts were made to try and extend the life span. It is now at a stage where complete renovation is required. Plugged drainage, poor quality sand and overall deterioration over time makes them unplayable during wet conditions. Currently there are 29 bunkers on the golf course. The goal will be to reduce the total number while still maintaining the integrity of the golf course. It is proposed to reduce the current inventory by 38% down to 18 reconstructed bunkers to reduce the amount of resources required.

The project is identified to be completed in 2 phases. Initial pricing secured in 2021 projected a total cost of \$175,000 for Phase 1 and \$175,000 in Phase 2 for a total of \$350,000.

RFP#27/22 was issued May 19th, 2022 with a Phase 1 project timeline for late August until completion this Fall. As a result, two bids were received.

CTC Golf & Turf	\$355,497.37 Taxes included
Philcox Golf Construction	\$387,534.30 Taxes included

The pricing received is approximately double of what it would have cost to complete this work in 2021. It is also important to note that CTC Golf & Turf's Bid included a Spring 2023 timeline making Philcox Golf Construction as the only contractor available to meet the Fall 2022 timeline outlined in the RFP document. Upon consideration of the bids received it was determined that sufficient funds do not exist to proceed with the Bunker Renovations in 2022. The Request for Proposals will need to be re-issued in a future year in an effort to hopefully receive more favourable pricing and to secure additional funds to assist with the project completion.

Upgrades to the network of Pathways throughout the golf course

The reconstruction and repair is necessary to the network of pathways throughout the golf course. The 2022 season will mark 19 years since any paving has been completed on the golf course. Similar to the annual amount allocated for the City's park pathways, it was recommended that an annual amount of \$50,000 be budgeted in order to complete the replacement of the pathways over time.

Since receiving approval, the Public Works Department has advised that the pricing for asphalt has increased 20 – 25%. In order to complete the same amount of work as approved in the 2022 Golf Course Pathway Improvement Plan it will now cost approximately \$60,000. The work was forwarded to the Public Works Department following the approval at the last Committee meeting in April and we are awaiting confirmation of a timeline from B&B.

Fleet Program & Storage

A Fleet Program is managed annually to appropriately plan for the Fleet Replacement as required. The allocation for the Fleet Program is included in the Operating Budget and a separate Golf Course Equipment Reserve & Golf Cart Reserve Fund is established.

The Turf Care Centre is also included in the Plan. Administration has had some preliminary discussions regarding the addition of equipment storage for the Golf Course Fleet during the off-season due to our adverse winter conditions.

For consideration by the Golf Course Advisory Committee as part of the Rates & fees review the following is attached:

- Cooke Municipal Golf Course Fee Comparison with other Saskatchewan Golf Courses
- 2017 – 2022 Benchmark Usage Overview for Cooke Municipal Golf Course
- Fee Options for review as per the Annual Fee Setting Policy.

CONSULTATIONS:

The report is submitted for review and consultation purposes by the Golf Course Advisory Committee at their next meeting on September 1st, 2022.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Upon approval by the Committee and City Council, Administration will proceed with the 2023 season sales effective September 13th, 2022. This will provide time for golf patrons to proceed with their 2023 purchases in advance of the 6% Provincial Sales Tax coming into effect on October 1st, 2022. This approval will also allow the Head Professional to prepare for Christmas Sales.

POLICY IMPLICATIONS:

Annual Fee Setting Policy

FINANCIAL IMPLICATIONS:

The Golf Course Improvement Reserve is currently funded as follows:

1. Surplus Revenue

Currently the Golf Course Improvements Reserve is funded by Surplus Revenue in a season where a surplus is generated. Likewise, in a season where a deficit is experienced the balance is funded from the Reserve. This makes it challenging to be confident in our long-term planning to achieve the further upgrades outlined in the Asset Management Plan.

For 2023, a total surplus of \$171,280 is projected without any fee increase to the Cooke Municipal Golf Course Rates & Fees schedule. A second option of a 2% increase and a third option of a 4% increase are also provided as summarized below.

Revenues:	<u>0%</u>	<u>2%</u>	<u>4%</u>
Season Passes & Fees	(\$900,000)	(\$918,000)	(\$936,000)
Pathway Fees	(\$18,000)	(\$18,360)	(\$18,720)
Sponsorship	(\$91,000)	(\$91,000)	(\$91,000)
Golf Cart Rentals	(\$225,000)	(\$229,500)	(\$234,000)
Total	(\$1,234,000)	(\$1,256,860)	(\$1,279,720)
Expenses:			
Administration	\$366,970	\$368,500	\$370,030
Maintenance & Operation	\$695,750	\$695,750	\$695,750
Total	\$1,062,720	\$1,064,250	\$1,065,780
Surplus	(\$171,280)	(\$192,610)	(\$213,940)

2. Elks Club Donation

The Elks Club Donation to Cooke Municipal Golf Course was approved for a 5 year term from 2018 - 2022. The annual amount is \$26,000 in support of improvements at Cooke Municipal Golf Course. 2022 represents the last year under the current Agreement with the Elks Club. A decision hasn't been received from City Council regarding allocation of the funds for the next 5 year term therefore the \$26,000 in revenue has not been included as part of the Golf Course Budget for 2023 pending this decision.

3. Sponsorship Funding

The Department continues to maintain the Sponsorship Plan to generate external funding in support of further improvements at the Golf Course. Since implementing this new revenue source in 2016 a total of approximately \$550,000 has been secured through the Sponsorship Plan. The Sponsorship Revenue contributes to the overall revenue generated at the golf course with the goal of achieving a surplus. The annual sponsorship generated will increase from \$75,000 in 2022 to \$91,000 in 2023.

The allocation of the Sponsorship Revenue to the Golf Course Improvements Reserve started with the 2022 season. It is recommended that the total amount of Sponsorship Funding generated in a season continue to be allocated to the Golf Course Improvements Reserve in 2023. This will provide the opportunity for a more predictable funding source allocated to the Reserve that is dedicated to future golf course improvements.

Dedicating this funding source to improvements will also assist with negotiating future sponsorship packages. Over the past 6 years it has been communicated to the Department from Sponsors that it would be more attractive for Sponsors if their funding is re-invested for improvements versus contributing to overall operations.

4. Cart Rentals & Pathway Fees

An additional funding option is related to a portion of the annual Cart Rentals and Pathway Fees to be allocated to the Golf Course Improvements Reserve for the specific purpose of Pathway Reconstruction and Repairs. \$243,000 is projected for 2023 through the sale of Cart Rentals and Pathway Fees.

The recommendation is to allocate \$60,000 of the total amount to the Reserve fund for this specific purpose. Similar to the Sponsorship Funding allocation, this dedicated allocation would provide for a more predictable funding source to consider when developing the annual improvement plans for the golf course.

Golf Course Improvements Reserve

	<u>2022</u>	<u>2023</u>
Beginning Balance	(\$188,875)	(\$198,875)
Transfer to Reserve – (Surplus)/Deficit	(\$39,000)	(\$20,280)
Sponsorship	(\$75,000)	(\$91,000)
Elks Club Donation	(\$26,000)	\$0
Pathway Fees & Cart Rentals	(\$50,000)	(\$60,000)
Repair of Stonewall & Tee Signs	\$65,000	\$0
Pathway Reconstruction & Repair	\$50,000	\$60,000
Long-term Debt Payment – Irrigation	\$65,000	\$67,000
Ending Balance	(\$198,875)	(\$243,155)

There are 3 options for consideration:

1. The projected balance for the Golf Course Improvements Reserve at the end of 2023 without any increase to the Rates & Fees is (\$243,155). Under this option, it is projected

that sufficient funds will be in place to proceed with Phase 1 of the Bunker Renovation Project by the 2026 or 2027 season.

2. An additional \$21,330 in revenue is projected if a 2% increase to the Rates & Fees is approved. As a result, the projected balance for the Golf Course Improvements Reserve at the end of 2023 with a 2% increase to the Rates & Fees is (\$264,485). Under this option, it is projected that sufficient funds will be in place to proceed with Phase 1 of the Bunker Renovation Project by the 2025 or 2026 season.
3. An additional \$42,660 in revenue is projected if a 4% increase to the Rates & Fees is approved. As a result, the projected balance for the Golf Course Improvements Reserve at the end of 2023 with a 4% increase to the Rates & Fees is (\$285,815). Under this option it is projected that sufficient funds will be in place to proceed with Phase 1 of the Bunker Renovation Project by the 2024 or 2025 season.

OPTIONS TO RECOMMENDATION:

1. 0% Fee Option
2. 2% Fee Option

STRATEGIC PLAN:

Fiscal Management & Accountability: The development of a 10 Year Asset Management Plan has assisted with determining the revenue and financing options to fund the operations and infrastructure upgrades.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION: Verbal by Jody Boulet, Director of Community Services

ATTACHMENTS:

1. Annual Fee Setting Policy
2. 2022 Fee Comparison
3. Benchmark Usage 2017 – 2022
4. 0% Fee Option
5. 2% Fee Option
6. 4% Fee Option

Written by: Jody Boulet, Director of Community Services

Approved by: Acting City Manager

City of Prince Albert Statement of POLICY and PROCEDURE			
Department:	Community Services	Policy No.	64
Section:	Cooke Municipal Golf Course	Issued:	May 12, 2014
Subject:	Annual Fee Setting	Effective:	May 12, 2014
Council Resolution # and Date:	Council Resolution No. 0328 of May 12, 2014	Page:	1 of 2
		Replaces:	
Issued by:	Jody Boulet, Director of Community Services	Dated:	
Approved by:	Jody Boulet, Director of Community Services		

1 POLICY

- 1.01 Administration will review the yearly statistics and provide three options for the yearly setting of fees at the Cooke Municipal Golf Course.

2 PURPOSE

- 2.01 The purpose of this policy is to clarify the process used to set the annual fees at the Cooke Municipal Golf Course.

3 SCOPE

- 3.01 The Annual Fees are set each as part of the Operating Budget for the Cooke Municipal Golf Course.

4 RESPONSIBILITY

- 4.01 Director of Community Services or designate and Head Professional.

5 DEFINITIONS

- 5.01 N/A

6 REFERENCES and RELATED STATEMENTS of POLICY and PROCEDURE

- 6.01 N/A

7 PROCEDURE

- 7.01 Once administration has prepared the fee schedule options, a Report will be presented to the Golf Course Advisory Committee. The review will be scheduled for October or November in every given year.

City of Prince Albert Statement of POLICY and PROCEDURE			
Department:	Community Services	Policy No.	64
Section:	Cooke Municipal Golf Course	Issued:	May 12, 2014
Subject:	Annual Fee Setting	Effective:	May 12, 2014
Council Resolution # and Date:	Council Resolution No. 0328 of May 12, 2014	Page:	2 of 2
		Replaces:	
Issued by:	Jody Boulet, Director of Community Services	Dated:	
Approved by:	Jody Boulet, Director of Community Services		

- 7.02. In a year when it is not possible to have the Golf Course Advisory Committee meet, the fee schedule options will be sent directly to City Council.
- 7.03 The Golf Course Advisory Committee will make recommendation based on the three options provided by administration.
- 7.04 Once the Golf Course Advisory Committee has made a recommendation, administration will draft a Report for City Council's consideration in November.
- 7.05 Once City Council provides their approval of the fee schedule, administration shall proceed with product sales in December season each year for the coming season.

2022	18-Adult	18-Senior	18-Junior	7 Day Adult	7 Day Senior	Junior	5 Day Adult	5 Day Senior	Daily Cart	Season Cart	Season Track
Holiday Park Saskatoon	52	41.75	26.50	2260	1810	580	2080	1670	25	675	650
North Battleford	54/62	n/a	29	1846	n/a	461.66	1385	n/a	26	punch card	
Warman	58/69	53/69	30	2125	1950	600	1725	1550	24	525	
Waskesiu	71	n/a	25	2040	n/a	250	1740	n/a	25	500	n/a
Nipawin	54/57	n/a	30	1100	n/a	225	n/a	n/a	24	punch card	200
Elkridge	67	n/a	25	1890	n/a	240	1365	n/a	23	450	520
TorHill/Murray	54	46	32.5	2268	2100	250	1296	1200	22.50	punch card	
Elmwood Swift Current	59	n/a	19	1825	n/a	200	n/a	n/a	24	650	650
Moose Jaw	45	n/a	30	1500	n/a	199	n/a	n/a	23	600	375
Chinook Swift Current	45/49	36	20	1250	n/a	175	995	n/a	23	625	475
Dakota Dunes	62/72	57/72	40	2500	2300	500	2200	2000	500	23	600
Moon Lake Saskatoon	59/70	51/70	32	2524	2524	490	2128	1790	25	815	n/a
Kachurs	50/55	40/45	20	1650	1350	299	1500	1200	27.50	550	
Emma Lake	63	n/a	30	2100	1700	300	1650	1250	25	600	500
COOKE MUNICIPAL	58	n/a	26	1820	1480	260	1480	1380	25	575	290

*ALL TAXES INCLUDED

	2017	2018	2019	2020	2021	*2022	2 year avg (
PASSES							
7 DAY ADULT	103	87	74	60	68	70	64
5 DAY ADULT	46	45	41	34	33	40	33.5
7 DAY SENIOR	129	124	144	130	118	116	124
5 DAY SENIOR					33	31	16.5
7 DAY YOUTH	13	8	30	24	49	44	36.5
5 DAY YOUTH					0	1	0
JUNIOR	35	25	23	29	53	44	41
STARTER	2	7	21	17	n/a	n/a	
	330	296	333	294	354	346	324
CARDS							
6 PACK	14	3	31	11	4	13	7.5
11 PACK	32	15	12	37	43	46	40
23 PACK				6	5	24	5.5
							53
GREEN FEES							
ADULT	2757	580	3095	3874	5477	2076	4675.5
ADULT TWILIGHT	1017	1092	1231	1116	1039	446	1077.5
TOURNAMENT	1600	0	665	0	1017	170	508.5
PROMOTIONAL	1897	3660	1330	260	633	295	446.5
11 HOLE	711	890	1038	668	1192	575	930
JUNIOR	310	70	88	162	131	76	146.5
JUNIOR TWILIGHT	109	113	139	129	80	66	104.5
	8401	6397	7586	6209	9569	3704	7889
POWER CARTS							
SEASONAL	76	79	88	91	113	110	102
DAILY	3252	2277	3001	2842	4641	1722	3741.5
TRACK FEES							
SEASONAL	78	73	65	54	59	60	56.5
DAILY	12	3	4	4	27	4	15.5
ADVERTISING							
CAIRNS	4	2	2	0	0	3	0
CARTS	1	1	3	3	3	1	3
HOLE	12	12	14	11	10	15	10.5

CATEGORY	2022			
		GST	PST	TOTAL
7 DAY PASS - ADULT	\$1,733.33	\$86.67		\$1,820.00
5 DAY PASS - ADULT	\$1,314.29	\$65.71		\$1,380.00
7 DAY SENIOR (65+)	\$1,409.52	\$70.48		\$1,480.00
5 DAY SENIOR (65+)	\$1,314.29	\$65.71		\$1,380.00
7 DAY YOUTH (19-29)	\$1,190.48	\$59.52		\$1,250.00
5 DAY YOUTH (19-29)	\$1,090.48	\$54.52		\$1,145.00
JUNIOR (18 + UNDER)	\$247.62	\$12.38		\$260.00
CARDS				
6 PACK (5%OFF)	\$314.29	\$15.71		\$330.00
11 PACK (10% OFF)	\$552.38	\$27.62		\$580.00
23 PACK (15% OFF)	\$1,104.76	\$55.24		\$1,160.00
GREEN FEES				
ADULT GF	\$55.24	\$2.76		\$58.00
ADULT TWILIGHT	\$40.00	\$2.00		\$42.00
TOURNAMENT	\$50.48	\$2.52		\$53.00
PROMOTION	\$45.71	\$2.29		\$48.00
11 HOLE	\$35.24	\$1.76		\$37.00
JUNIOR	\$24.76	\$1.24		\$26.00
JUNIOR TWILIGHT	\$15.24	\$0.76		\$16.00
POWER CARTS				
SEASONAL	\$518.02	\$25.90	\$31.08	\$575.00
DAILY	\$45.05	\$2.25	\$2.70	\$50.00
TRACK FEES				
SEASONAL	\$276.19	\$13.81		\$290.00
DAILY	\$23.81	\$1.19		\$25.00
ADVERTISING				
CAIRN	\$500.00			\$525.00
CART	\$1,000.00			\$1,050.00
HOLE	\$5,000.00			\$5,250.00
LEGACY				

rounds

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CATEGORY	2023			
2% INCREASE		GST	PST	TOTAL
7 DAY PASS - ADULT	\$1,768.00	\$88.40	\$106.08	\$1,962.48
5 DAY PASS - ADULT	\$1,340.57	\$67.03	\$80.43	\$1,488.03
7 DAY SENIOR (65+)	\$1,437.71	\$71.89	\$86.26	\$1,595.86
5 DAY SENIOR (65+)	\$1,340.57	\$67.03	\$80.43	\$1,488.03
7 DAY YOUTH (19-29)	\$1,214.29	\$60.71	\$72.86	\$1,347.86
5 DAY YOUTH (19-29)	\$1,112.29	\$55.61	\$66.74	\$1,234.64
JUNIOR (18 + UNDER)	\$252.57	\$12.63	\$15.15	\$280.35
CARDS				
6 PACK (5%OFF)	\$320.57	\$16.03	\$19.23	\$355.83
11 PACK (10% OFF)	\$563.43	\$28.17	\$33.81	\$625.41
23 PACK (15% OFF)	\$1,126.86	\$56.34	\$67.61	\$1,250.81
GREEN FEES				
ADULT GF	\$56.34	\$2.82	\$3.38	\$62.54
ADULT TWILIGHT	\$40.80	\$2.04	\$2.45	\$45.29
TOURNAMENT	\$51.49	\$2.57	\$3.09	\$57.15
PROMOTION	\$46.63	\$2.33	\$2.80	\$51.76
11 HOLE	\$35.94	\$1.80	\$2.16	\$39.90
JUNIOR	\$25.26	\$1.26	\$1.52	\$28.04
JUNIOR TWILIGHT	\$15.54	\$0.78	\$0.93	\$17.25
POWER CARTS				
SEASONAL	\$528.38	\$26.42	\$31.70	\$586.50
DAILY	\$45.95	\$2.30	\$2.76	\$51.01
TRACK FEES				
SEASONAL	\$281.71	\$14.09	\$16.90	\$312.70
DAILY	\$24.29	\$1.21	\$1.46	\$26.96
ADVERTISING				
CAIRN	\$500.00	\$25.00		\$525.00
CART	\$1,000.00	\$50.00		\$1,050.00
HOLE	\$5,000.00	\$250.00		\$5,250.00
LEGACY				

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CATEGORY	2023			
4% INCREASE		GST	PST	TOTAL
7 DAY PASS - ADULT	\$1,802.67	\$90.13	\$108.16	\$2,000.96
5 DAY PASS - ADULT	\$1,366.86	\$68.34	\$82.01	\$1,517.21
7 DAY SENIOR (65+)	\$1,465.90	\$73.30	\$87.95	\$1,627.15
5 DAY SENIOR (65+)	\$1,366.86	\$68.34	\$82.01	\$1,517.21
7 DAY YOUTH (19-29)	\$1,238.10	\$61.90	\$74.29	\$1,374.29
5 DAY YOUTH (19-29)	\$1,134.10	\$56.70	\$68.05	\$1,258.85
JUNIOR (18 + UNDER)	\$257.52	\$12.88	\$15.45	\$285.85
CARDS				
6 PACK (5%OFF)	\$326.86	\$16.34	\$19.61	\$362.81
11 PACK (10% OFF)	\$574.48	\$28.72	\$34.47	\$637.67
23 PACK (15% OFF)	\$1,148.95	\$57.45	\$68.94	\$1,275.34
GREEN FEES				
ADULT GF	\$57.45	\$2.87	\$3.45	\$63.77
ADULT TWILIGHT	\$41.60	\$2.08	\$2.50	\$46.18
TOURNAMENT	\$52.50	\$2.62	\$3.15	\$58.27
PROMOTION	\$47.54	\$2.38	\$2.85	\$52.77
11 HOLE	\$36.65	\$1.83	\$2.20	\$40.68
JUNIOR	\$25.75	\$1.29	\$1.55	\$28.59
JUNIOR TWILIGHT	\$15.85	\$0.79	\$0.95	\$17.59
POWER CARTS				
SEASONAL	\$538.74	\$26.94	\$32.32	\$598.00
DAILY	\$46.85	\$2.34	\$2.81	\$52.01
TRACK FEES				
SEASONAL	\$276.19	\$13.81	\$16.57	\$306.57
DAILY	\$23.81	\$1.19	\$1.43	\$26.43
ADVERTISING				
CAIRN	\$500.00	\$25.00		\$525.00
CART	\$1,000.00	\$50.00		\$1,050.00
HOLE	\$5,000.00	\$250.00		\$5,250.00
LEGACY				

ROUNDS

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TITLE: 2021 Property Taxes for 3600 - Highway 55 East

DATE: August 30, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the request to reimburse portion of 2021 Property Taxes for 3600 – Highway 55 East be denied.

TOPIC & PURPOSE:

The purpose of this report to provide information regarding the property located at 3600 Highway 55 East in response to the correspondence from the property owner dated July 27, 2022 (CORR 22-84) from the August 15, 2022 Executive Committee Meeting.

BACKGROUND:

The subject property had a Fixed Farmland Assessment Agreement prior to the 2021 Revaluation. Upon a review and inspection of all the properties with a Fixed Farmland Assessment Agreement, it was determined that this property did not qualify for this type of agreement as per section 168(1) of *The Cities Act*.

An inspection of this property was completed on October 22, 2020 to confirm the physical data information on record. A review was done with the City Solicitor to ensure the application of a Fixed Farmland Assessment Agreement was correctly applied and follows legislation. The assessment valuation and property classifications applied to this property was discussed with the City Assessors from the other Cities (Regina, Saskatoon and Swift Current) to ensure the method of valuation resulting in the assessment change is consistent across the province.

The greenhouse buildings are costed as commercial buildings according to the Marshall & Swift Valuation Service manual. This is the same costing method that is applied to all greenhouse buildings within Saskatchewan.

The Classification of Property was reviewed in *The Cities Regulations*. The following classes are:

Classes of property

12 The following classes of property are established pursuant to clause 166(1)(a) of the Act:

(b) **Other Agricultural Land and Improvements**, which includes only land and improvements, other than occupied dwellings:

(i) for which the predominant potential use is cultivation, determined as the best use that could reasonably be made of the majority of the surface area;

(ii) used for dairy production, raising poultry or livestock, producing poultry or livestock products, bee keeping, seed growing or growing plants, other than cannabis plants, in an artificial environment; or

(iii) used for other agricultural purposes, except for land and improvements classified as Non-arable (Range) Land and Improvements;

(c) **Residential**, which, except for land and improvements classified as Multiunit Residential or Seasonal Residential, includes only land and improvements used or intended to be used for or in conjunction with a residential purpose, including vacant land subdivided into lots for residential use, provided that if land is used as a yardsite in conjunction with a purpose mentioned in clause (a) or (b), three acres of that land is to be classified as Residential;

(f) **Commercial and Industrial**, which includes only land and improvements:

(i) **used or intended to be used for business purposes, including land and improvements for office, wholesale, retail, service, hotel, motel, industrial and manufacturing activities, transportation, communications and utilities;**

(ii) used or intended to be used for institutional, government, recreational or cultural purposes;

(iii) used or intended to be used for mines or petroleum oil wells and gas wells;

(iii.1) used or intended to be used to grow cannabis plants in an artificial environment; or

(iv) not specifically included in another class of property;

The other Agricultural Land and Improvements property classification pertains to land that is being used for the growing of seed or plants on the land and the buildings are used for the purpose of storing that seed or plants. The product sold within the greenhouse buildings are not produced on the land of the property in question.

The residential property classification is applied to the residential improvements (buildings) and the land area associated with the acreage area of the property.

The Commercial and Industrial property classification pertains to properties used for business purposes such as retail. This property is retail as product is sold within the greenhouse building area.

To put this simply, a greenhouse property used only to manufacture the product would be classified as Agricultural, but once the retail business of selling the product is established at the property, then a Commercial and Industrial property classification is applied.

Again, this has been reviewed to ensure the City of Prince Albert's application of valuation and property classification is consistent with the other Cities in Saskatchewan.

PROPOSED APPROACH AND RATIONALE:

In 2021, the property owner did not file a notice to appeal the 2021 Valuation or Classification applied to the property. They did receive a 2021 Notice of Assessment with the Notice to Appeal form included. No notice to appeal was filed with the Secretary of the Board of Revision.

In 2022, the property owner did file a Notice to Appeal form along with the fee. The appeal proceeded to a Board of Revision hearing on May 11, 2022. The Board decision resulted in a change of property classification for the greenhouse buildings and land associated with it from commercial and industrial to agricultural. The assessor shall make any changes to its assessment roll for that year that are necessary to reflect the decision of a board of revision. This change was applied to the 2022 assessment roll.

Since the property assessment was not appealed in 2021 and the 2021 assessment roll has been closed and confirmed, any 2022 board of revision decision changes cannot be applied retroactively. The appeal decision applies to 2022 and the subsequent years. Administration does not have the authority to adjust the taxation amount for the 2021 taxation roll.

Based on *The Cities Act*, only Council has the authority to cancel or reduce tax arrears. In *The Cities Act*, section 244(1):

With respect to any year, if a council considers it equitable to do so in any of the circumstances set out in subsection (2), it may, generally or with respect to a particular taxable property, do one or more of the

following, with or without conditions:

- (a) cancel or reduce tax arrears;*
- (b) cancel or refund all or any part of a tax;*
- (c) defer the collection of a tax.*

(2) A council may act pursuant to subsection (1) if:

- (a) there has been a change in the property, to the extent that the council considers it inappropriate to collect the whole or a part of the taxes;*
- (b) a lease, licence, permit or contract has expired or been terminated with respect to property that is exempt from taxation;*
- (c) in the council's opinion, the taxes owing are uncollectable;*
- (d) in the council's opinion, the taxes owing have become uncollectable due to unforeseen hardship to the taxpayer; or*
- (e) in the council's opinion, the compromise or abatement:*

- (i) is in the best interests of the community; and*
(ii) is the result of a policy or program passed by bylaw or resolution for which public notice has been given in accordance with section 102.

It is the recommendation from administration to not approve a refund on this property. The property was not appealed for 2021 and the classification was applied to the property correctly and consistently in accordance with the other Cities in Saskatchewan. A decision to approve a refund for part of the taxation could potentially impact other properties that may also want to seek a reduction in taxation due to unforeseen hardship they have encountered. Assessment division did have other property owners that appealed their property assessments in 2022 and those decisions have not been applied retroactively so doing so in this case would set a precedence.

CONSULTATIONS:

The City of Prince Albert Assessment Division consulted on this property's valuation and property classification to ensure consistency in the application across the province with the City of Regina, City of Saskatoon, City of Swift Current and Saskatchewan Assessment Management Agency.

Legislation was also reviewed with the City Solicitor at the same time as all other fixed farmland assessment agreements in 2020.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

The property owner will be notified of the Council decision and if approved the amount of the refund.

FINANCIAL IMPLICATIONS:

The impact of the assessment property classification change from commercial and industrial to agricultural would result in a refund for 2021 based on the 2021 tax tools of \$5,284.70.

The taxation impact of the result of the 2022 Board decision was a refund of \$5,423.17.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no impacts to the policy implications, strategic plan, official community plan, or privacy implications at this time.

OPTIONS TO RECOMMENDATION:

The other option to the recommendation is to approve the request from the property owner for a reimbursement which would result in a refund of \$5,284.70. Since the property was not appealed in 2021, this refund can impact the application of Board decisions for other property

appeals as provided in legislation.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION: Verbal by Vanessa Vaughan, City Assessor

Written by: Vanessa Vaughan, City Assessor

Approved by: Director of Financial Services & City Manager



RPT 22-336

TITLE: Bylaw No. 20 of 2022 – District Official Community Plan Amendment

DATE: **September 6, 2022**

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That Bylaw No. 20 of 2022 be given first reading; and,
2. That Administration be authorized to provide public notice for the public hearing.

TOPIC & PURPOSE:

The purpose of this report is to consider Bylaw No. 20 of 2022, which proposes several amendments to the Prince Albert Planning District Official Community Plan 2018.

BACKGROUND:

The Prince Albert District Planning Commission (PADPC) is composed of the City of Prince Albert, the RM of Buckland No. 491 and the RM of Prince Albert No. 461, and in 2018 all member municipalities adopted The Prince Albert Planning District Official Community Plan 2018 (District OCP). The District OCP provides a framework of goals, objectives and policies that are intended to promote the orderly and sustainable growth of the district.

At the May 4th, 2022, PADPC meeting, the board passed a number of resolutions to amend the District OCP.

PROPOSED APPROACH AND RATIONALE:

Any amendment to the District OCP needs to be approved by all three member municipalities before it is adopted into the District OCP. As such, Administration has prepared the attached bylaw, and a further explanation of all proposed amendments is provided below:

New Section 4.4.3

Adding this section will align the District OCP with the regulations currently in place within the respective Zoning Bylaws for the RM of Buckland and the RM of Prince Albert. In the RM of Buckland the amendment will allow for the development of two, single parcel, country residential sites, per quarter section in lands designated Highway Commercial, provided the site is zoned A – Agriculture within the RM Zoning Bylaw. In the RM of Prince Albert this will allow for the development of one, single parcel, country residential site, per quarter section in lands designated Highway Commercial, provided the site is zoned A – Agriculture within the RM Zoning Bylaw.

Amending Sections 5.2.1 and 5.2.2

This amendment will allow for future commercial and light industrial development to be located on those lands designated as Commercial/Industrial on Figure 3 – Future Land Use Map (attached). In conjunction with the redesignation also proposed under this bylaw, this amendment will allow for the future commercial and industrial development on the land that was previously occupied by the Mary Nisbet campground. This amendment was recommended by the Community Planning Branch to allow for Industrial uses to be located in both the Industrial land designation and the Commercial/Industrial land designation.

New Section 5.2.3

Adding this section will emphasize that the regulations contained in a respective municipality's Zoning Bylaw will apply to land uses, rather than the future land use designation under the District OCP.

Redesignating SW 16-49-26-W2M

The redesignation of SW 16-49-26-W2M (see attached Location Plan) from Highway Commercial to Commercial/Industrial on Figure 3 – Future Land Use Map and Figure 4 – Future Land Use Map (attached) will accommodate the future development of the area.

Revising Table 1

The proposed revisions to Table 1 (attached) will remove the separation requirements between liquid waste management facilities and other land uses, and instead will defer to the Water Security Agency requirements. This amendment is intended to accommodate a new municipal lagoon cell for the Village of Albertville, which would meet the setbacks required by the Water Security Agency, but not the setbacks required under the existing Table 1.

Administration has reviewed the proposed amendments and no concerns have been identified.

CONSULTATIONS:

This amendment to the District OCP was drafted in consultation with the Director of Planning and Development for the RM of Buckland and the RM of Prince Albert.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Upon approval of this bylaw amendment by all member municipalities and the Ministry of Government Relations, the District OCP will be updated accordingly.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no other options to the recommendation or any policy, financial or privacy implications to consider with this report.

STRATEGIC PLAN:

In keeping with the City's mission statement, that we will enhance quality of life through excellence of service, it is important that we continue to review and edit our policies, procedures, and bylaws, in order to ensure these function properly and allow us the ability to provide the highest level of service to the public.

OFFICIAL COMMUNITY PLAN:

As per Section 1.6.1 of the Official Community Plan, one of the goals of Decision Making, Sustainability and Strategic Planning is to:

"Foster a relationship of trust and cooperation with regional stakeholders - First Nations, rural municipalities, and Federal and Provincial governments".

The District OCP is one way to improve this relationship of trust and cooperation with the neighbouring RM of Prince Albert and RM of Buckland.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

Upon approval of 1st reading of this bylaw, Administration will proceed with issuing the following public notice to include:

- Including public notice in an issue of the Prince Albert Daily Herald,
- Posting the public notice on the City's website, and
- Posting the public notice on the bulletin board at City Hall.

PRESENTATION:

Verbal Presentation by Craig Guidinger, Director of Planning and Development Services

ATTACHMENTS:

1. Bylaw No. 20 of 2022
2. Location Plan
3. Location Plan with Aerial
4. Figure 3 - Future Land Use Map
5. Figure 4 - Future Land Use Map
6. Table 1 - Current Regulations

Written by: Jordan Olmstead, Planner

Approved by: Director of Planning and Development Services & City Manager

CITY OF PRINCE ALBERT BYLAW NO. 20 OF 2022

*A Bylaw of The City of Prince Albert to amend
The Prince Albert Planning District Official Community Plan 2018, being
Bylaw No. 18 of 2018*

WHEREAS it is desirable to amend the Prince Albert Planning District Official Community Plan 2018, being Bylaw No. 18 of 2018;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF PRINCE ALBERT IN OPEN MEETING ASSEMBLED ENACTS AS FOLLOWS:

1. That Bylaw No.18 of 2018 be amended in the manner hereinafter set forth:

a. By adding in the following new Section 4.4.3, and renumbering Sections 4.4.3 to 4.4.8:

“3. In the RM of Buckland, in areas designated Highway Commercial as identified in Figure 3 – Future Land Use Map, a maximum of two single parcel country residential sites will be allowed to be subdivided per quarter section, on lands zoned A – Agriculture within the RM Zoning Bylaw, unless otherwise provided within the policies contained herein.

In the RM of Prince Albert, in areas designated Highway Commercial as identified in Figure 3 – Future Land Use Map, a maximum of one single parcel country residential site will be allowed to be subdivided per quarter section, on lands zoned A – Agriculture within the RM Zoning Bylaw, unless otherwise provided within the policies contained herein.”

b. By deleting Sections 5.2.1 and 5.2.2 in their entirety; and,

c. Replace with the following Section 5.2.1 and 5.2.2:

“1. Future commercial development should be located in Highway Commercial and Commercial/Industrial areas, identified on Figures 3 – Future Land Use Map.

2. Future light industrial development should be located in Commercial/Industrial and Industrial areas, as identified on Figure 3 – Future Land Use Map. Future heavy industrial uses and future hazardous industries shall be restricted to Industrial areas.”

d. By adding in the following new Section 5.2.3, and renumbering Sections 5.2.3 to 5.2.5:

“3. In the Highway Commercial, Commercial/Industrial, and Industrial areas identified in Figure 3 – Future Land Use Map, until and unless zoning amendments are approved for commercial or industrial developments, lands will be zoned generally as Agriculture District, and the development standards of the district will apply.”

- e. Figure 3 – Future Land Use Map, and Figure 4 – Future Land Use Map – Future Urban Growth Area, are hereby amended as follows:

SW 16-49-26-W2M
RM of Buckland No. 491, Saskatchewan

Shall be redesignated from Highway Commercial to Commercial/Industrial.

- f. By deleting Table 1 in its entirety; and,
 - g. Replace the table as outlined in the attached “Table 1”.
2. This Bylaw shall come into effect upon receipt of final approval of the Minister of Government Relations.

INTRODUCED AND READ A FIRST TIME THIS _____ DAY OF _____, A.D., 20 .

READ A SECOND TIME THIS _____ DAY OF _____, A.D., 20 .

READ A THIRD TIME AND PASSED _____ DAY OF _____, A.D., 20 .

MAYOR

CITY CLERK

Table 1

Table 1 Required Separation Distances Between Uses (in Metres)		Wells	Residential				Urban Municipality	Intensive Agriculture	Intensive and Non-Intensive Livestock Operations (number of animal units)			Airport/Airstrip	Commercial	Sand and Gravel Pit	Waste Management		Anhydrous		Industrial	Hazard Industrial
			Single	MCR and MHC*	Hamlet	Tourist Accommodation			100 - 300	301 - 1,000	1,001 +				Solid	Liquid	Non-Refrigerated	Refrigerated		
Residential	Single (1)	—	—	—	—	—	—	300	800	1,200	—	—	200	457	457	305	600	—	1,600	
	MCR and MHC*(2)	—	—	—	—	—	—	1,600	2,400	3,200	800	—	600	457	550	305	600	—	1,600	
	Tourist Accommodation (3)	—	—	—	—	—	—	300	800	800	—	—	200	457	550	305	600	800	1,600	
Intensive Agriculture (4)		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	1,600	
Intensive and Non-Intensive Livestock Operations (5)	100 - 300	300	300	1,600	1,600	300	1,600	—	—	—	—	300	—	—	—	—	—	—	600	
	301 - 1,000	800	800	2,400	2,400	800	2,400	—	—	—	—	300	—	—	—	—	—	—	600	
	1,001 +	1,200	1,200	3,200	3,200	800	3,200	—	—	—	—	300	—	—	—	—	—	—	600	
Airport/Airstrip(6)		—	—	800	800	—	800	—	—	—	—	—	—	—	—	—	—	—	—	
Railway (7)		—	30	30	30	30	—	—	—	—	—	30	—	—	—	—	—	30	—	
Commercial (8)		—	—	—	—	—	—	300	300	300	—	—	—	457	300	—	—	—	—	
Waste Management (9)	Solid	1,600	457	457	457	457	457	457	—	—	—	—	457	—	—	—	—	—	—	
	Liquid	300	300	Per WSA requirements (13)	Per WSA requirements (13)	Per WSA requirements (13)	Per WSA requirements (13)	300	—	—	—	—	300	—	—	—	—	—	300	
Anhydrous(10)	Non-Refrigerated	—	305	305	305	305	305	—	—	—	—	—	—	—	—	—	—	—	—	
	Refrigerated	—	600	600	600	600	600	—	—	—	—	—	—	—	—	—	—	—	—	
Industrial (11)		—	—	—	—	800	—	—	—	—	—	—	—	—	300	—	—	—	—	
Hazardous Industrial (12)		1,600	1,600	1,600	1,600	1,600	2,400	1,600	600	600	600	—	—	—	—	—	—	—	—	

*Respectively: Multitlot Country Residential (MCR) and Mobile Home Court (MHC)

Distances are measured as follows - Between closest point of nearest:

- (1) Single Residential Building...
- (2) Multitlot or Mobile Home Residential Building Site...
- (3) Tourist Accommodation Facility...
- (4) Intensive Agricultural Site...
- (5) ILO Facility...
- (6) Airport/Airstrip Facility...
- (7) Railway
- (8) Commercial Site...
- (9) Waste Management Facility or Lagoon...
- (10) Anhydrous Ammonia Storage Facility...
- (11) Industrial Site...
- (12) Hazardous Industrial Site...
- (13) Per Water Security Agency seperation requirements.

... and the nearest residential building, corporate limit, ILO, airport or airstrip, gravel pit, anhydrous ammonia storage, or waste management facility, and the site lines of other uses

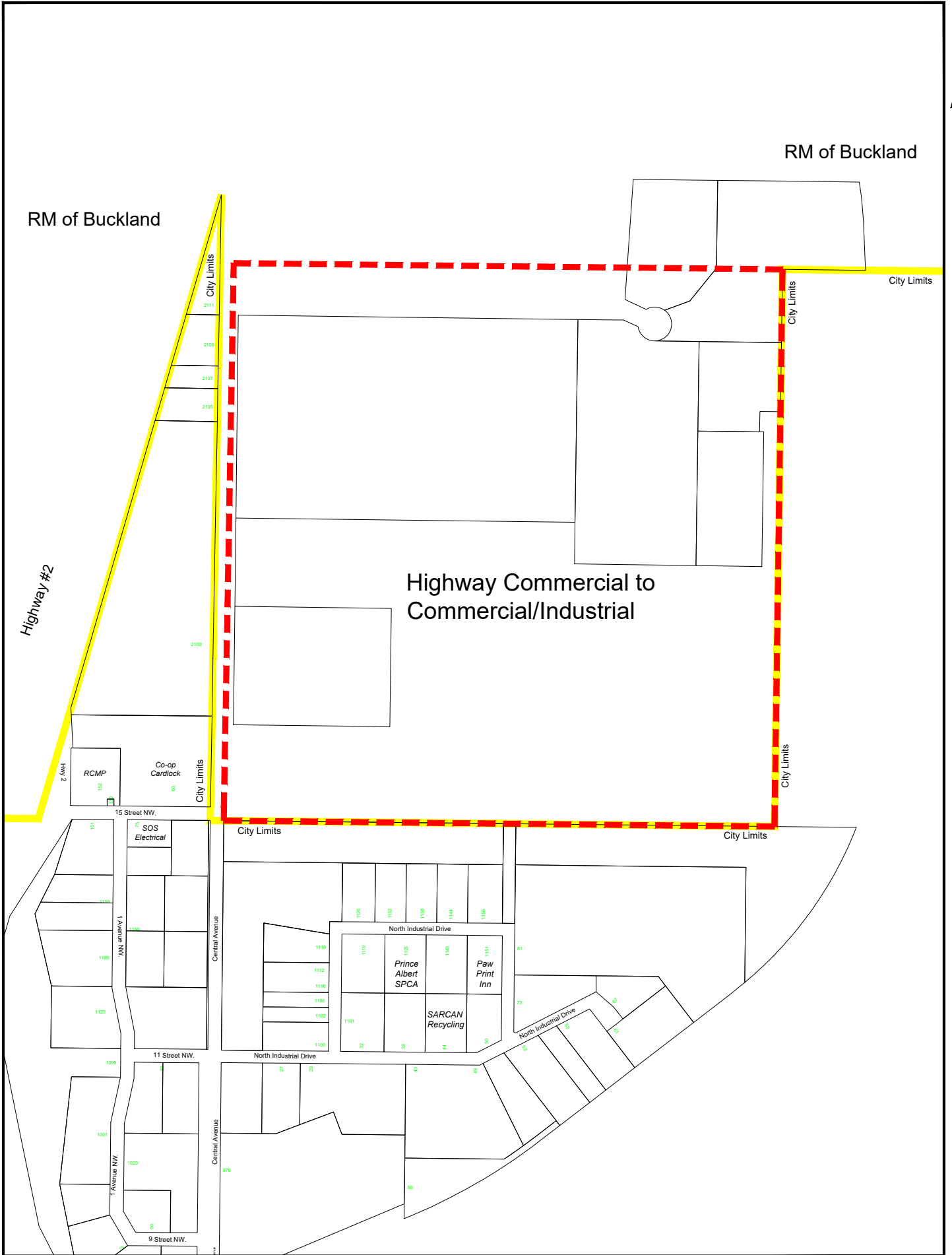


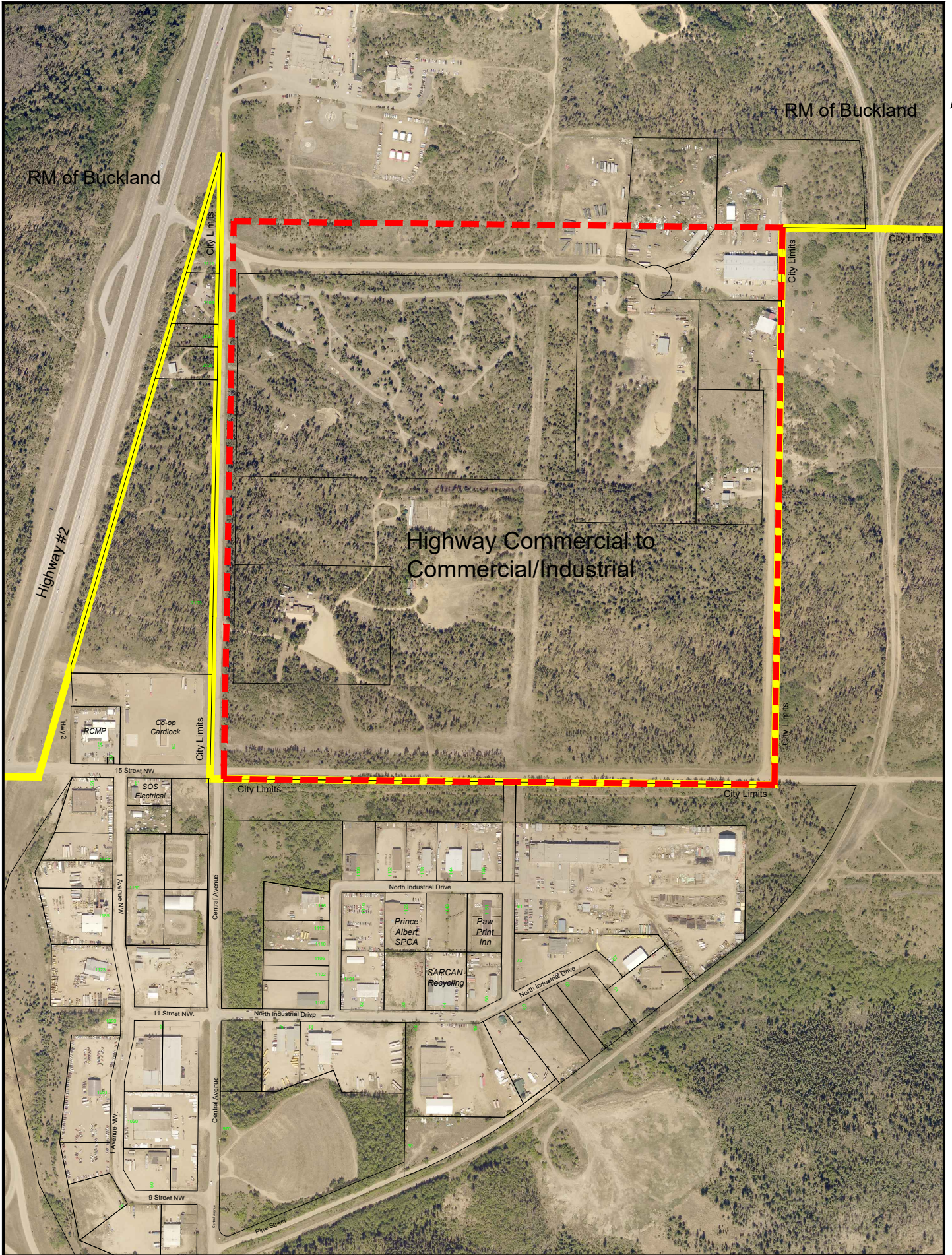
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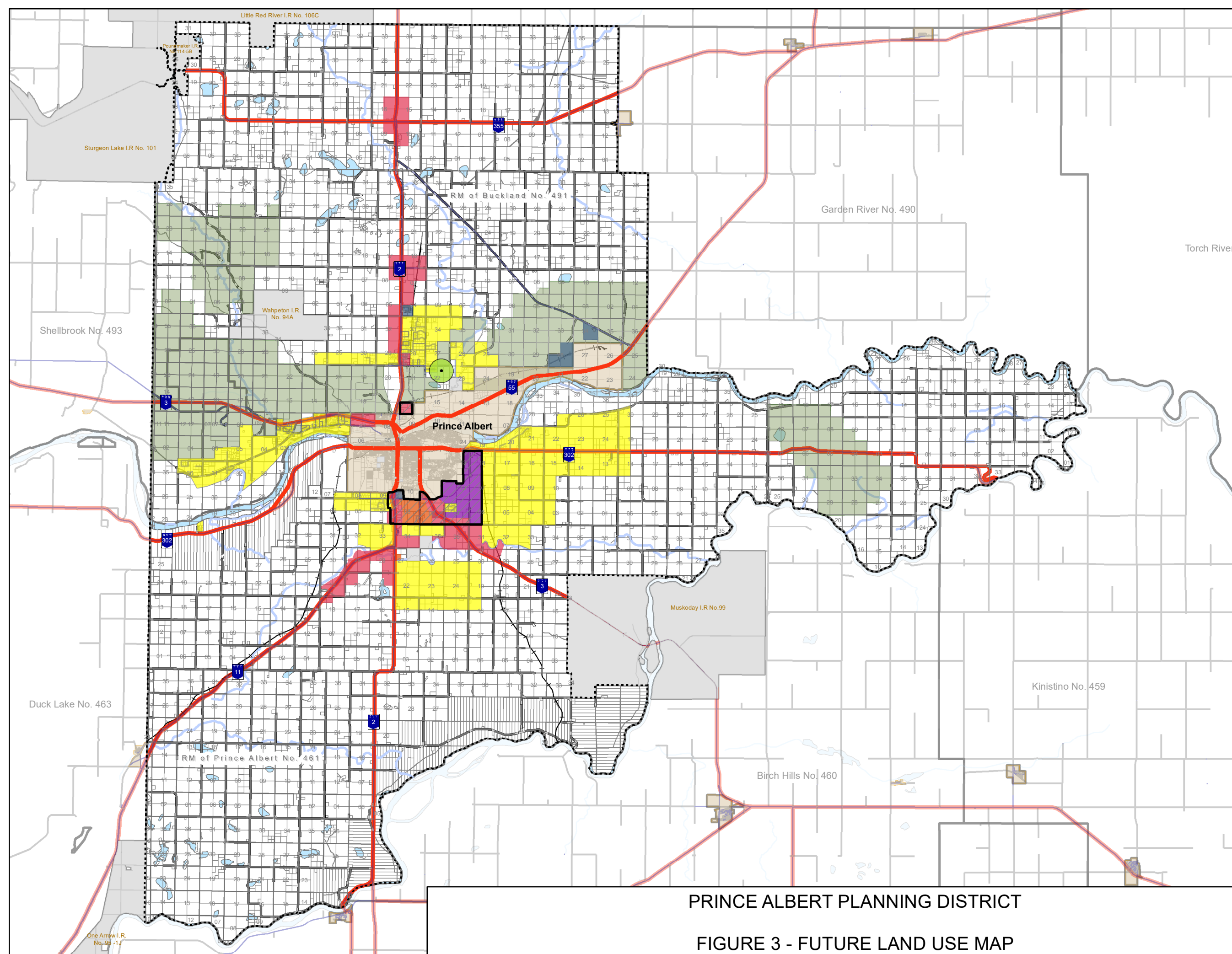
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PLANNING & DEVELOPMENT SERVICES

JV
August 23, 2022







LEGEND

Land Use

- Commercial/Industrial
- Highway Commercial
- Industrial
- Residential
- Future Urban Growth
- Future Urban Growth Area (FUGA)
- Intensive Livestock Operation and 800m Buffer

Other Features

- PAPD-Prince Albert Planning District
- First Nations Reserve
- Urban Municipality
- Provincial Forest
- Railway
- Highway
- Secondary Roads
- Watercourse
- Waterbody

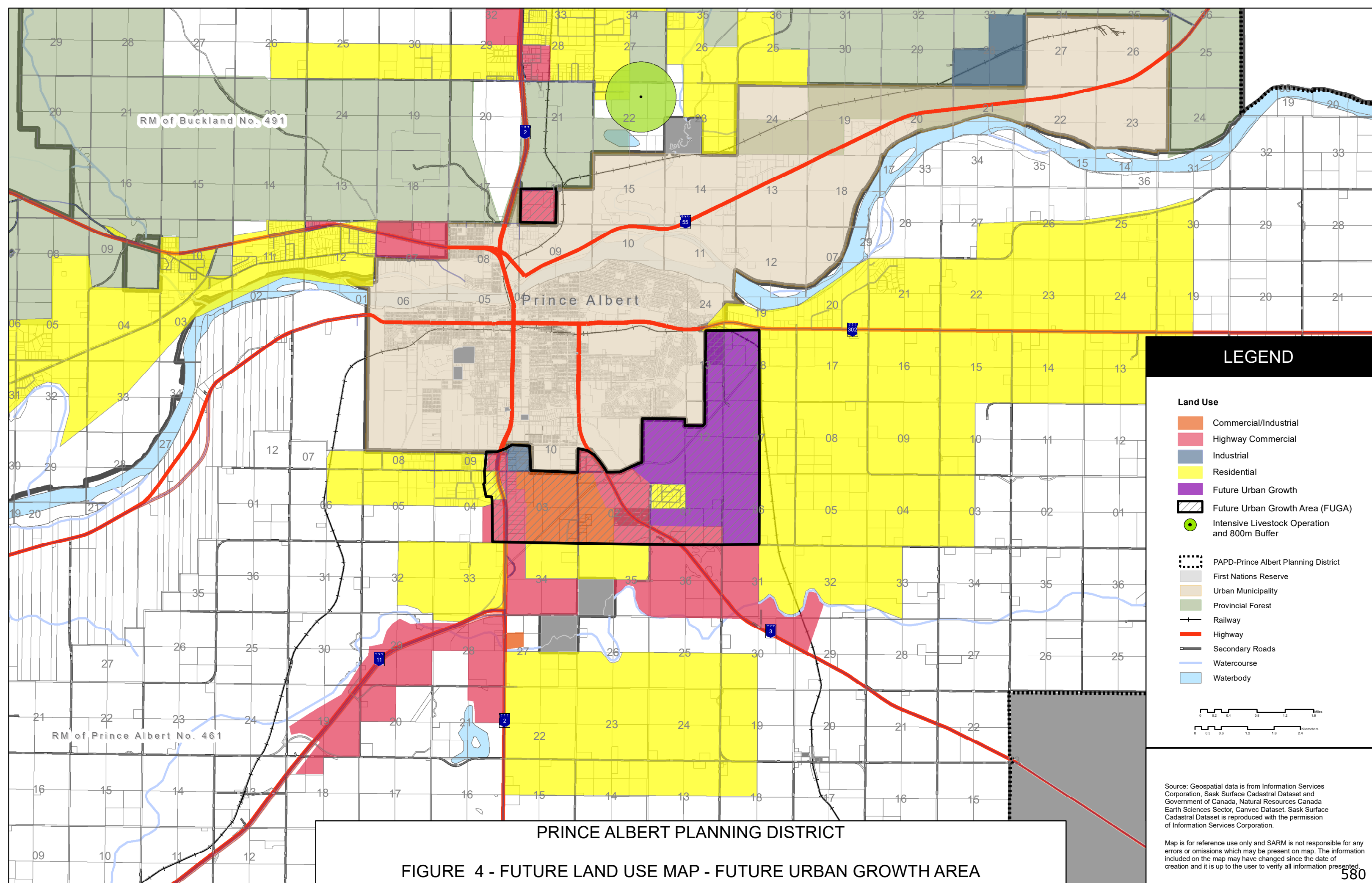
0 0.5 1 2 3 4 Miles
0 1 2 4 6 8 Kilometers

PRINCE ALBERT PLANNING DISTRICT

FIGURE 3 - FUTURE LAND USE MAP

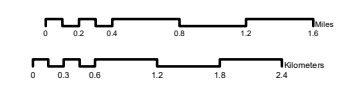
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LEGEND

- Land Use**
- Commercial/Industrial
 - Highway Commercial
 - Industrial
 - Residential
 - Future Urban Growth
 - Future Urban Growth Area (FUGA)
 - Intensive Livestock Operation and 800m Buffer
- PAPD-Prince Albert Planning District
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PRINCE ALBERT PLANNING DISTRICT

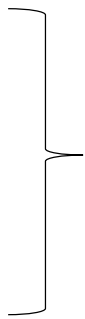
FIGURE 4 - FUTURE LAND USE MAP - FUTURE URBAN GROWTH AREA

Table 1 Required Separation Distances Between Uses (in Metres)		Wells	Residential				Urban Municipality	Intensive Agriculture	Intensive and Non-Intensive Livestock Operations (number of animal units)			Airport/Airstrip	Commercial	Sand and Gravel Pit	Waste Management		Anhydrous		Industrial	Hazard Industrial
			Single	MCR and MHC*	Hamlet	Tourist Accommodation			100 - 300	301 - 1,000	1,001 +				Solid	Liquid	Non-Refrigerated	Refrigerated		
Residential	Single (1)	—	—	—	—	—	—	300	800	1,200	—	—	200	457	457	305	600	—	1,600	
	MCR and MHC*(2)	—	—	—	—	—	—	1,600	2,400	3,200	800	—	600	457	550	305	600	—	1,600	
	Tourist Accommodation (3)	—	—	—	—	—	—	300	800	800	—	—	200	457	550	305	600	800	1,600	
Intensive Agriculture (4)		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	1,600	
Intensive and Non-Intensive Livestock Operations (5)	100 - 300	300	300	1,600	1,600	300	1,600	—	—	—	—	300	—	—	—	—	—	—	600	
	301 - 1,000	800	800	2,400	2,400	800	2,400	—	—	—	—	300	—	—	—	—	—	—	600	
	1,001 +	1,200	1,200	3,200	3,200	800	3,200	—	—	—	—	300	—	—	—	—	—	—	600	
Airport/Airstrip(6)		—	—	800	800	—	800	—	—	—	—	—	—	—	—	—	—	—	—	
Railway (7)		—	30	30	30	30	—	—	—	—	—	30	—	—	—	—	—	30	—	
Commercial (8)		—	—	—	—	—	—	300	300	300	—	—	—	457	300	—	—	—	—	
Waste Management (9)	Solid	1,600	457	457	457	457	457	457	—	—	—	457	—	—	—	—	—	—	—	
	Liquid	300	300	550	550	600	600	300	—	—	—	300	—	—	—	—	—	300	—	
Anhydrous(10)	Non-Refrigerated	—	305	305	305	305	305	—	—	—	—	—	—	—	—	—	—	—	—	
	Refrigerated	—	600	600	600	600	600	—	—	—	—	—	—	—	—	—	—	—	—	
Industrial (11)		—	—	—	—	800	—	—	—	—	—	—	—	—	300	—	—	—	—	
Hazardous Industrial (12)		1,600	1,600	1,600	1,600	1,600	2,400	1,600	600	600	600	—	—	—	—	—	—	—	—	

*Respectively: Multilot Country Residential (MCR) and Mobile Home Court (MHC)

Distances are measured as follows - Between closest point of nearest:

- (1) Single Residential Building...
- (2) Multilot or Mobile Home Residential Building Site...
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- (10) Anhydrous Ammonia Storage Facility...
- (11) Industrial Site...
- (12) Hazardous Industrial Site...



... and the nearest residential building, corporate limit, ILO, airport or airstrip, gravel pit, anhydrous ammonia storage, or waste management facility, and the site lines of other uses