



CITY OF PRINCE ALBERT

EXECUTIVE COMMITTEE REGULAR MEETING

AGENDA

**MONDAY, SEPTEMBER 11, 2023, 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 14, 2023 Executive Committee Meeting Minutes for Approval (MIN 23-73)
- 4.2 August 21, 2023 Executive Committee Incamera Meeting Minutes for Approval (MIN 23-79)

5. DELEGATIONS

- 5.1 Prince Albert Golf & Curling Club Inc. - Request for Utility Assistance (CORR 23-62)

Verbal Presentation: Mel Kelley, President, Prince Albert Golf & Curling Centre

6. CONSENT AGENDA

- 6.1 July and August 2023 Updated Status on Capital Projects (RPT 23-331)
- 6.2 July 2023 Accounts Payable Payments (RPT 23-356)

- 6.3 August 21, 2023 Destination Marketing Levy Advisory Committee Meeting Minutes (MIN 23-75)
- 6.4 August 21, 2023 Aquatic & Arenas Recreation Project Fundraising Committee Meeting Minutes (MIN 23-77)
- 6.5 August 31, 2023 Golf Course Advisory Committee Meeting Minutes (MIN 23-81)

7. REPORTS OF ADMINISTRATION & COMMITTEES

- 7.1 15th Ave E/Marquis Road Pedestrian Crossing (RPT 23-357)
PowerPoint Presentation: Evan Hastings, Transportation and Traffic Manager
- 7.2 Transit Extended Hours - Budget 2024 (RPT 23-358)
PowerPoint Presentation: Evan Hastings, Transportation and Traffic Manager
- 7.3 Truth & Reconciliation (RPT 23-263)
Verbal Presentation: Judy MacLeod Campbell, Arts and Cultural Coordinator
- 7.4 Rates & Fees - Community Services Department (RPT 23-363)
Verbal Presentation: Curtis Olsen, Sport and Recreation Manager
- 7.5 Little Red River Park Development Update (RPT 23-364)
Verbal Presentation: Tim Yeaman, Parks and Open Spaces Manager
- 7.6 2024 Golf Course Improvements (RPT 23-360)
Verbal Presentation: Jody Boulet, Director of Community Services
- 7.7 2024 Rates & Fees – Cooke Municipal Golf Course (RPT 23-361)
Verbal Presentation: Jody Boulet, Director of Community Services
- 7.8 Active Living Program (RPT 23-297)
Verbal Presentation: Kiley Bear, Director of Corporate Services

8. UNFINISHED BUSINESS

8.1 Downtown Business Incentive (RPT 23-317)

8.1.1 Prince Albert Downtown Business Improvement District Board Motions - Downtown Business Incentive (CORR 23-63)

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

Note: This Report was postponed at the August 14, 2023 Executive Committee Meeting.

8.2 Prince Albert Business Improvement District - Bylaw Amendment request (RPT 23-301)

8.2.1 Prince Albert Downtown Business Improvement District Board Motions - Bylaw Amendment (CORR 23-64)

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

Note: This Report was postponed at the August 14, 2023 Executive Committee Meeting.

9. ADJOURNMENT



City of
Prince Albert

MIN 23-73

MOTION:

That the Minutes for the Executive Committee Regular & Incamera Meetings held August 14, 2023, be taken as read and adopted.

ATTACHMENTS:

1. Regular Minutes
2. Incamera Minutes



CITY OF PRINCE ALBERT

EXECUTIVE COMMITTEE REGULAR MEETING

MINUTES

**MONDAY, AUGUST 14, 2023, 2:00 P.M.
COUNCIL CHAMBER, CITY HALL**

PRESENT:

Mayor Greg Dionne
Councillor Charlene Miller
Councillor Tony Head
Councillor Don Cody
Councillor Dennis Ogrodnick
Councillor Blake Edwards
Councillor Dawn Kilmer
Councillor Darren Solomon

Terri Mercier, City Clerk
Sherry Person, City Manager
Alex Paul, Acting Fire Chief
Mitchell J. Holash, K.C., City Solicitor
Kiley Bear, Director of Corporate Services
Jody Boulet, Director of Community Services
Jeff Da Silva, Acting Director of Public Works
Wilna Furstenberg, Communications Coordinator
Ramona Fauchoux, Director of Financial Services
Craig Guidinger, Director of Planning and Development Services

1. CALL TO ORDER

Councillor Edwards, Chairperson, called the meeting to order.

2. APPROVAL OF AGENDA

0176. **Moved by:** Mayor Dionne

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

0177. **Moved by:** Councillor Miller

That the Minutes for the Executive Committee Public and Incamera Meetings held July 17, 2023, be taken as read and adopted.

CARRIED

5. DELEGATIONS

5.1 Updated Paratransit Statistics and Strategic Plan (CORR 23-59)

Verbal Presentation was provided by William M. Powalinsky, Chief Executive Officer, Community Service Centre.

0178. **Moved by:** Mayor Dionne

That CORR 23-59 be received as information and filed.

CARRIED

5.2 Para Bus Tender 33/23 (CORR 23-60)

Verbal Presentation was provided by William M. Powalinsky, Chief Executive Officer, Community Service Centre.

0179. **Moved by:** Councillor Head

That the Prince Albert Community Services Centre be provided the 2014 Para Transit Bus to utilize as a surplus for paratransit services.

MOTION DEFEATED

0180. **Moved by:** Mayor Dionne

That CORR 23-60 be received and referred to the Public Works Department for review and report.

CARRIED

6. CONSENT AGENDA

6.1 Environmental and Sustainable Development Plans (CORR 23-55)

That CORR 23-55 be received and referred to the Mayor's Office.

6.2 John Hall Memorial Monument (CORR 23-56)

That CORR 23-56 be received as information and filed.

6.3 Response to May 2023 Accounts Payable Payments Inquiry (RPT 23-314)

That RPT 23-314 be received as information and filed.

6.4 June 2023 Accounts Payable Payments (RPT 23-318)

That RPT 23-318 be received as information and filed.

6.5 Strategic Plan 2023-2025: Progress Update #1 (RPT 23-296)

That RPT 23-296 be received as information and filed.

6.6 Financial Reporting - 2nd Quarter Reporting (RPT 23-321)

That RPT 23-321 be received as information and filed.

0181. **Moved by:** Mayor Dionne

That the Consent Agenda Item Nos. 6.1 to 6.6 be received as information and referred, as indicated.

CARRIED

7. REPORTS OF ADMINISTRATION & COMMITTEES

7.1 Wendell Whitter Field Naming (RPT 23-287)

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

0182. **Moved by:** Councillor Ogradnick

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

1. That the Crescent Heights Football Field located within Thomas Settee Park be renamed the Wendell Whitter Field for a term of ten (10) years from September 1, 2023 to August 31, 2032; and,
2. That the Mayor and City Clerk be authorized to execute the Naming Rights Agreement with the Prince Albert Minor Football Association on behalf of The City, once prepared.

CARRIED

7.2 Margo Fournier Facility Naming (RPT 23-286)

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

0183. **Moved by:** Councillor Ogradnick

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

1. That the Prince Albert Arts Centre located at 1010 Central Avenue be renamed the Margo Fournier Arts Centre; and,

2. That the Municipal Heritage Property Bylaw No. 57 of 1981 be amended to reflect the name change from the Prince Albert Arts Centre to the Margo Fournier Arts Centre.

CARRIED

7.3 2022 Financial Implications - 2022 Yearend Financial Reporting (RPT 23-300)

Verbal Presentation was provided by Briane Vance, Senior Accounting Manager.

0184. **Moved by:** Mayor Dionne

That RPT 23-300 be received as information and filed.

CARRIED

7.4 Downtown Business Incentive (RPT 23-317)

7.5 Prince Albert Business Improvement District - Bylaw Amendment Request (RPT 23-301)

0185. **Moved by:** Councillor Kilmer

That RPT 23-317 and RPT 23-301 be postponed for consideration at an upcoming Executive Committee meeting.

CARRIED

8. UNFINISHED BUSINESS

9. ADJOURNMENT – 2:54 P.M.

0186. **Moved by:** Councillor Kilmer

That this Committee do now adjourn.

CARRIED

COUNCILLOR TERRA LENNOX-ZEPP
CHAIRPERSON

CITY CLERK

MINUTES ADOPTED THIS 11TH DAY OF SEPTEMBER, A.D. 2023.



City of
Prince Albert

MIN 23-79

MOTION:

That the Minutes for the Executive Committee Incamera Meeting held August 21, 2023, be taken as read and adopted.

ATTACHMENTS:

1. Incamera Minutes



CORR 23-62

TITLE: Prince Albert Golf & Curling Club Inc - Request for Utility Assistance

DATE: August 31, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

That the Correspondence be received and referred to the Budget Committee.

PRESENTATION:

Verbal Presentation by Mel Kelley, President, Prince Albert Golf & Curling Centre

ATTACHMENTS:

1. Letter received August 24, 2023

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



RECEIVED
AUG 24 2023
CITY CLERK
EXECUTIVE COMMITTEE

City Council
c/o City Clerk

Dear Members of City Council

RE: Prince Albert Golf and Curling Club Inc. request for utility assistance

Prince Albert Golf and Curling Center (PAG&CC) has been encouraged to become part of the City's budget process in our request for funding to cover utilities. We have been in consultation with Jody Boulet (Director of Community Services) and senior management had a preliminary meeting with Your Worship Mayor Dionne.

We have included our previous correspondence as well as updated this years utility costs and our present financial situation.

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

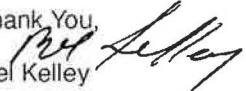
This past year's actual costs:

	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	avrag
Energy	4,116	4,051	4,051	4,051	3,912	3,912	3,912	3,912	3,912	3,981
Power	7,133	7,151	8,337	7,503	8,312	7,392	7,426	2,827	3,880	6,696
Water	691	529	405	388	335	338	388	314	940	480
TOTAL	11,940	12,034	12,793	11,942	12,559	11,642	11,726	7,053	8,732	11,157

Our average monthly utility costs for the past 9 months is about \$ 11,157. 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.

We hosted a very successful spring craft sale and raffle these events were necessary to cover operating costs. We have increased our yearly membership fee from \$40 to \$55 and as stated in last years correspondence our very competitive with other centres our size and a lot more than our East End local rink. (To my knowledge Community Clubs get Utilities covered). An increase to our mortgage payment and a CERB loan of \$40,000 of which \$30,000 is due this December adds to our financial pressures.

We **Thank You** for the financial support and the expertise of city personnel in working together with the Prince Albert Golf and Curling Centre to showcase Cooke Municipal Golf Course and maintain our aging curling facilities infrastructure.

Thank You,

Mel Kelley

President PAGCC

Contact Information: Mel Kelley

kelley.blmm@sasktel.net

Darcy Myers

gm_pagcc@sasktel.net

Recommended Disposition:

Refer to
Budget Committee



RPT 23-331

TITLE: July and August 2023 Updated Status on Capital Projects

DATE: August 21, 2023

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 2023 Roadways Paving Program, the 2023 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 2023 Funds, along with timelines for the completion of each project. The attachment also includes the listing of all fleet approved for each Fund for 2023. The listing also includes an update on the status of "Carry Forward Projects" from Year 2022.

This report includes the spending to date for all capital projects to the date of August 18, 2023. 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, Land Fund and the Water and Sewer Utility Fund.**

2023 Sanitation Capital

Council approved \$544,800 in capital spending for the repayment of principal repayment for long term debt required for the construction of a new Waste Cell and expansion of existing cells, to be funded from the Sanitation Improvement Fund. This is a yearend loan payment.

Accountability

This document is intended to provide information to Executive Committee and City residents regarding capital spending to date. These details assist in understanding the current status of projects, but also the spending compared to budget. Reviewing spending on capital projects in relation to their completion status assists Departments in understanding their projections of capital costs and assists in evaluating projects in a timely manner.

Providing this financial information assists in the City's overall goal of remaining accountable and transparent.

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 2023 is updated regularly on the City's Website. Attached to the Report is the Map for the 2023 Roadways Program and the 2023 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.

FINANCIAL IMPLICATIONS:

Each Fund is categorized by:

- 2023 Capital Projects approved through Budget Deliberations and City Council.
- 2022 Carry Forward Projects approved by Council.
- Capital Projects that were approved by a Council Motion or Agreement/Grant.

PUBLIC NOTICE:

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

ATTACHMENT:

1. July and August 2023 Updated Status on Capital Projects

Written by: Melodie Boulet, Finance Manager

Approved By: Senior Accounting Manager, Director of Financial Services & City Manager

2023

REPORTING



**JULY / AUGUST
2023 UPDATE**



City of
**Prince
Albert**

CAPITAL UPDATES



GENERAL FUND CAPITAL

JULY/AUGUST
2023 UPDATES



City of
**Prince
Albert**

2023 GENERAL FUND CAPITAL PROJECTS					
	2023 BUDGET	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
CAPITAL FUNDING					
Community Services					
Playground Replacement Program	\$150,000.00	\$150,000.00	\$0.00	Capital Funding	<p>Scheduled for 2024 – Equipment has been ordered and will arrive in October 2023.</p> <p>2023 spending is the deposit for the Spray Pad Demobilization.</p> <p>Council approved the Midtown Community Centre Playground and Spray Park Replacement Project at a total cost of \$650,000. Of that total amount, \$150,000 is funding from the capital funding of Playground Replacement Program. See other funding under Other Projects.</p>
Reconstruction of Park Pathways	\$60,000.00	\$28,508.04	(\$31,491.96)	Capital Funding	<p>Community Services working with Public Works for listing of pathways to be completed. Crescent Acres walking path at the ball diamonds was completed as it had eroded to a point of concern. Other pathways are being assessed in consultation with Public Works and a determination as to dollars remaining and priorities will determine focuses in 2023.</p>
Roofing Replacements	\$200,000.00	\$50,085.00	(\$149,915.00)	Capital Funding	<p>Alfred Jenkins Field House - In process of quotes for the repairs. Prince Albert Fire Hall - Purchase Order has been issued to Thorpe Roofing for the top part only. They will commence mid-September. Old City Yards main Building is completed. \$50,085 expensed.</p> <p><u>2023 Roofing Projects:</u></p> <ol style="list-style-type: none"> 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
Landscaping-Multiple Locations	\$50,000.00	\$2,551.41	(\$47,448.59)	Capital Funding	<p>Landscaping Projects under review with Public Works.</p>
TOTAL COMMUNITY SERVICES	\$460,000.00	\$231,144.45	(\$228,855.55)		

2023 GENERAL FUND CAPITAL PROJECTS					
	2023 BUDGET	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
Public Works					
Roadways Recapping Program	\$4,100,000.00	\$1,050,800.07	(\$3,049,199.93)	Capital Funding	2023 Roadways Program underway. See project listing. <u>City Council Motion of August 8, 2023:</u> "That the Multi-Year Professional Services Agreement between The City and Stantec Consulting Ltd. for the Pavement Condition Assessment and RoadMatrix Update, be approved for the following, including taxes: a. \$30,750.30 in 2023."
Concrete Sidewalk, Curb and Median Rehabilitation	\$300,000.00	\$0.00	(\$300,000.00)	Capital Funding	Concrete Program is underway. To be completed by end of season.
Resurfacing Municipal Service Centre Shop Bay Concrete Floor	\$50,000.00	\$0.00	(\$50,000.00)	Capital Funding	Administration in discussion with Vendor for timelines.
TOTAL PUBLIC WORKS	\$4,450,000.00	\$1,050,800.07	(\$3,399,199.93)		
TOTAL CAPITAL FUNDING	\$4,910,000.00	\$1,281,944.52	(\$3,628,055.48)		
			<i>(\$3,628,055.48)</i>		
RESERVE FUNDING					
Information Technology					
Business Continuity	\$215,000.00	\$94,669.88	(\$120,330.12)	Information Technology Reserve	Cybersecurity: Managed Threat Detection and Response (30% complete). Agents are installed and virtual risk scanner deployed. Still work to be done on setting up Office and Firewall scanners and setup awareness accounts. Dual authentication – have not started yet. Tape Backup System: Quote received and reviewing options with Infrastructure team (5% complete).
End User Computing & Printing	\$109,800.00	\$80,855.43	(\$28,944.57)	Information Technology Reserve	All desktops, laptops, monitors, iPads and one printer have been procured. Still need to gather requirements for remaining printers and deploy all evergreening equipment. All 'new' requests have been completed. Also, all POS equipment for the Perfect Mind project has been ordered. 50% complete.
Corporate Portal & Intranet Systems	\$89,900.00	\$0.00	(\$89,900.00)	Information Technology Reserve	RFP for Agenda and Meeting Management software published and final vendor selection scheduled for the fall. 15% Complete.
Finance & Administration Systems	\$49,500.00	\$0.00	(\$49,500.00)	Information Technology Reserve	GP Reporting Enhancements – actively working with Questica on budgeting reports in the new system. 15% complete.
Networking	\$25,000.00	\$5,070.98	(\$19,929.02)	Information Technology Reserve	Project is back on-track. We have received all the equipment (resolved due to shipping delays) and Meraki devices installed in City Hall; approximately 12 more sites to complete. Remote Sites (SD Wan). 30% complete.

2023 GENERAL FUND CAPITAL PROJECTS					
	2023 BUDGET	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
Web & Portal Systems	\$10,500.00	\$3,650.55	(\$6,849.45)	Information Technology Reserve	Online Rec Programming 85% complete. All new hardware is installed at each location. Moved software to production including media release on-schedule. Finalizing post-implementation issues and fall programming to be completed and final export from ActiveNet before final decommission.
TOTAL IT Projects	\$499,700.00	\$184,246.84	(\$315,453.16)		
Community Services					
Prime Ministers Park Improvements	\$27,100.00	\$14,415.83	(\$12,684.17)	Prime Ministers Park Reserve Fund	Project includes: Shale, Fence Capping and 2 Scoreboard Controllers. Shale and Fence Capping have been purchased. Community Services have purchased a new controller for Optimist Field. They are working to find a controller that will be compatible with the Clock on Shaye Amundson Field
EA Rawlinson Centre Improvements	\$40,000.00	\$28,964.18	(\$11,035.82)	EA Rawlinson Centre Facility Fee Reserve	Improvements will be completed during the Summer to prevent disruption with the Centre's event schedule. Wall Repair is almost completed and just waiting for the new counter top to be installed.
Golf Course - Reconstruction and Repair of Pathways	\$60,000.00	\$82,578.53	\$22,578.53	Golf Course Improvement Reserve	All work for Year 2023 in relation to this project has been completed. There is an overage in spending for 2022 due to the extent of the reconstruction and repair of the pathway work at the Cooke Municipal Golf Course. This overage will be offset by approximately \$10,000 in savings for the Cooke Municipal Golf Course - Reconstruct and Repair of Stonewall and Tee Signs Project and Sponsorship revenues generated in 2023. Administration will decrease the request for pathway work at the Cooke Municipal Golf Course for the 2024 Budget to offset the overage in 2023.
Little Red River Park - Stages of Development	\$210,000.00	\$81,195.70	(\$128,804.30)	Pehonan Parkway Reserve	Warm-up Shelter and Washrooms: Warm Up Shelter is 40% completed and is expected to be completed by the end of August. Washrooms are in development, the supplier communicates weekly as to their progress, they have confirmed they are on task and barring any significant set-backs that washrooms should be supplied by the end of September. <u>City Council Motion of June 12, 2023</u> That the Contract Services of Supply, Construction and Installation of a year-round Washroom at Little Red River Park be awarded to Container Guy Ltd. in the amount of \$125,263.17, plus applicable taxes.
Boat Launch Review and Recommendations	\$25,000.00	\$0.00	(\$25,000.00)	Pehonan Parkway Reserve	This project is tentatively marked for discussion towards the end of August.
TOTAL COMMUNITY SERVICES	\$362,100.00	\$207,154.24	(\$154,945.76)		
Public Works					
Concrete Sidewalk Replacement Program - Senior Residence	\$65,000.00	\$0.00	(\$65,000.00)	Future Infrastructure Reserve	Concrete sidewalk replacement program work underway. To be completed by end of September 2023.
TOTAL PUBLIC WORKS	\$65,000.00	\$0.00	(\$65,000.00)		

2023 GENERAL FUND CAPITAL PROJECTS					
	2023 BUDGET	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
LONG-TERM DEBT REPAYMENTS					
Long-Term Debt Repayment - Aquatic and Arenas Recreation Centre	\$242,400.00	\$0.00	(\$242,400.00)	Civic Facilities Reserve	Yearend Loan Payment.
Long Term Debt Repayment - Golf Course Irrigation Replacement	\$68,000.00	\$0.00	(\$68,000.00)	Golf Course Improvement Reserve	Yearend Loan Payment.
TOTAL LONG TERM DEBT	\$310,400.00	\$0.00	(\$310,400.00)		
TOTAL RESERVE FUNDING	\$1,237,200.00	\$391,401.08	(\$845,798.92)		
			<i>(\$845,798.92)</i>		
Long-Term Debts Payments					
Long Term Debt Repayment - West Hill Infrastructure Improvements	\$22,800.00	\$0.00	(\$22,800.00)	Capital Funding	Yearend Loan Payment.
Long-Term Debt Repayment - City Transit Buses	\$259,000.00	\$0.00	(\$259,000.00)	Capital Funding	Yearend Loan Payment.
TOTAL LONG-TERM DEBT PAYMENTS	\$281,800.00	\$0.00	(\$281,800.00)		
TOTAL 2023 CAPITAL BUDGET	\$6,429,000.00	\$1,673,345.60	(\$4,755,654.40)		
			<i>(\$4,755,654.40)</i>		
2023 APPROVED FLEET BUDGET					
EQUIPMENT FLEET RESERVE					
COMMUNITY SERVICES					
Replacement of Unit 6138 - Mower	\$165,000.00	\$191,375.68	\$26,375.68	Equipment and Fleet Reserve	Project completed. Unit in service. <u>City Council Motion of June 13, 2023</u> That Tender No. 43 of 2022, for the purchase of a new 4.87M Rotary Mower, be awarded to Oakcreek Golf and Turf at a cost of \$200,354.01, including all applicable taxes, to be funded from the Fleet Equipment Reserve.
Replacement of Unit 515	\$40,000.00	\$39,366.28	(\$633.72)	Equipment and Fleet Reserve	Project completed. Unit in service.
Replacement of Unit 120, 4504, and 4507 - Trucks	\$164,900.00	\$171,802.68	\$6,902.68	Equipment and Fleet Reserve	Project completed. The three units have arrived and are in service.
Replacement of Unit 145 - Pickup	\$100,000.00	\$0.00	(\$100,000.00)	Equipment and Fleet Reserve	Unit has been ordered with 2024 Delivery.
Replacement of Units 6073, 6072 and 6019 - Grass Mowers	\$160,000.00	\$125,335.41	(\$34,664.59)	Equipment and Fleet Reserve	In Service. Project completed.

2023 GENERAL FUND CAPITAL PROJECTS					
	2023 BUDGET	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
Replacement of Unit 7410 - Zamboni	\$205,000.00	\$0.00	(\$205,000.00)	Equipment and Fleet Reserve	Delivery August 15, 2023. <u>City Council Motion of April 24, 2023</u> That Tender No. 18 of 2023, for the purchase of three (3) new Ice Resurfacing Machines, be awarded to Engo Ice Arena Equipment Sales at a total cost of \$550,439.01, which includes all applicable taxes, with \$183,469.67 to be funded from the Fleet Equipment Reserve and \$363,584.94 from the Equipment Fit-up and Furniture budget for the Aquatics and Arenas Recreation Centre.
TOTAL COMMUNITY SERVICES	\$834,900.00	\$527,880.05	(\$307,019.95)		
PUBLIC WORKS					
Replacement of Units 102 and 132 - Trucks	\$110,000.00	\$39,366.28	(\$70,633.72)	Equipment and Fleet Reserve	One unit (SUV) processed. Remaining unit to be delivered late August 2023.
Replacement of Unit 123 - Truck 3/4 Ton	\$60,000.00	\$57,267.56	(\$2,732.44)	Equipment and Fleet Reserve	Project completed. Unit in service.
Replacement of Unit 14 - Loader	\$510,000.00	\$0.00	(\$1,120,000.00)	Equipment and Fleet Reserve	Delivery early 2024. Carry Forward to Year 2024. <u>City Council Motion of February 13, 2023</u> That Tender No. 7 of 2023, for the purchase of two (2) new Wheel Loaders, be awarded to Finning at a total cost of \$940,136.70, including all applicable taxes, to be funded from the Fleet Equipment Reserve.
Replacement of Unit 28 - Four Yard Loader	\$610,000.00			Equipment and Fleet Reserve	
Replacement of Unit 802, 803 and 804 - Trucks	\$165,000.00	\$171,802.68	\$6,802.68	Equipment and Fleet Reserve	Delivered. Being Outfitted. Project Completed.
Replacement of Unit 36 - Motor Grader	\$475,000.00	\$0.00	(\$475,000.00)	Equipment and Fleet Reserve	Delivery early 2024. Carry Forward to Year 2024. <u>City Council Motion of February 13, 2023</u> That Tender No. 6 of 2023, for the purchase of a new Motor Grader, be awarded to Finning at a total cost of \$494,486.13, including all applicable taxes, to be funded from the Fleet Equipment Reserve.
Replacement of Unit 440 - Paratransit Bus	\$120,000.00	\$0.00	(\$120,000.00)	Equipment and Fleet Reserve	Paratransit Bus was tendered and awarded. Has been ordered with delivery mid 2024. Awaiting grant approval from the Transit Assistance for Persons with Disabilities Program to approve Tender. <u>City Council Motion of August 8, 2023:</u> "That Tender No. 33 of 2023 for the purchase of a new Para Bus be awarded to Crestline Coach LTD. at a total cost of \$180,402.75, including all applicable taxes, with \$55,000 to be funded from the Transit Assistance for People with Disabilities Grant and the remaining \$125,402.75 to be funded from the Fleet Equipment Reserve."
TOTAL PUBLIC WORKS	\$2,050,000.00	\$268,436.52	(\$1,781,563.48)		

2023 GENERAL FUND CAPITAL PROJECTS					
	2023 BUDGET	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
PLANNING & DEVELOPMENT SERVICES					
			<i>(\$1,781,563.48)</i>		
Replacement of Unit 502 Truck	\$40,000.00	\$39,366.28	(\$633.72)	Equipment and Fleet Reserve	<p>One SUV is this approved fleet purchase. Arrived. Project completed.</p> <p><u>Council Motion of February 13, 2023:</u> That Tender No. 3 of 2023, for the purchase of three (3) new mid-size SUVs, be awarded to Lakeland Ford at a cost of \$123,669.54, including all applicable taxes, to be funded from the Fleet Equipment Reserve.</p>
TOTAL PLANNING & DEVELOPMENT SERVICES	\$40,000.00	\$39,366.28	(\$633.72)		
SANITATION FUND					
Replacement of Loader - Sanitation Fund	\$850,000.00	\$0.00	(\$850,000.00)	Equipment and Fleet Reserve	<p>Delivery August of 2023.</p> <p><u>City Council Motion of February 13, 2023</u> That Tender No. 8 of 2023, for the purchase of a new Landfill Wheel Loader, be awarded to Brandt at a total cost of \$858,366.33, including all applicable taxes, to be funded from the Fleet Equipment Reserve.</p>
Automated Waste Collection Truck	\$475,000.00	\$0.00	(\$475,000.00)	Equipment and Fleet Reserve	<p>Delivery mid 2024. Carry Forward to Year 2024.</p> <p><u>City Council Motion of February 13, 2023</u> That Tender No. 1 of 2023, for the purchase of a new Sanitation Truck, be awarded to Superior Truck at a total cost of \$489,837.56, including all applicable taxes, to be funded from the Fleet Equipment Reserve.</p>
TOTAL SANITATION FUND	\$1,325,000.00	\$0.00	(\$1,325,000.00)		
WATER AND SEWER UTILITY FUND					
Replacement of Steamer Unit	\$90,000.00	\$53,191.86	(\$36,808.14)	Equipment and Fleet Reserve	In Service. Project completed.
TOTAL WATER AND SEWER UTILITY FUND	\$90,000.00	\$53,191.86	(\$36,808.14)		
TOTAL EQUIPMENT AND FLEET RESERVE	\$4,339,900.00	\$888,874.71	(\$3,451,025.29)		
			<i>(\$3,451,025.29)</i>		
GOLF COURSE EQUIPMENT AND CART					
New Addition - Trim and Surround Mower	\$68,500.00	\$0.00	(\$68,500.00)	Golf Course Equipment Reserve	Ordered. Delivery 2024. Carry Forward to Year 2024.
Replacement Program - Golf Carts	\$70,000.00	\$0.00	(\$70,000.00)	Golf Course Carts Reserve	Delivery 2024. Carry Forward to Year 2024.
TOTAL GOLF COURSE RESERVES	\$138,500.00	\$0.00	(\$138,500.00)		
FIRE EQUIPMENT RESERVE					

2023 GENERAL FUND CAPITAL PROJECTS					
	2023 BUDGET	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
FIRE SERVICES					
Self-Contained Breathing Apparatus Replacement Program	\$35,000.00	\$34,108.62	(\$891.38)	Fire Equipment Reserve	Project completed. Funds spent.
Replacement of Unit 2108 - Fire Engine	\$1,300,000.00	\$0.00	(\$1,300,000.00)	Fire Equipment Reserve	Fire Engine ordered. Delivery is 36 months. Carry Forward to Year 2024. <u>City Council Motion of June 12, 2023</u> That Tender No. 24 of 2023, for the purchase of a Pumper Fire Engine, be awarded to Westvac Industrial Ltd. at a total cost of \$1,361,788.05, which includes all applicable taxes, to be funded from the Fire Equipment Reserve. That a Contingency Fund of \$3,059 for modifications, fire equipment and minor changes to the Fire Pumper during the pre-build meeting, be approved, if required.
TOTAL FIRE EQUIPMENT RESERVE	\$1,335,000.00	\$34,108.62	(\$1,300,891.38)		
TOTAL 2023 FLEET PURCHASES	\$5,813,400.00	\$922,983.33	(\$4,890,416.67)		
			<i>(\$4,890,416.67)</i>		
2023 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	See update above.
TOTAL 2023 FLEET - EXTERNAL FUNDING	\$55,000.00	\$0.00	(\$55,000.00)		
TOTAL FLEET PURCHASES = ALL	\$5,868,400.00	\$922,983.33	(\$4,945,416.67)		
			<i>(\$4,945,416.67)</i>		
2022 CARRY FORWARD PROJECTS					
Capital Committed Reserve					
Roofing Replacement Projects	\$355,234.75	\$0.00	(\$355,234.75)	Capital Committed Reserve	Roofing projects for 2023 are projected to be completed by September.
Reconstruction of Park Pathways	\$18,983.67	\$0.00	(\$18,983.67)	Capital Committed Reserve	Community Services working with Public Works for listing of pathways to be completed. Crescent Acres walking path at the ball diamonds was completed as it had eroded to a point of concern. Other pathways are being assessed in consultation with Public Works and a determination as to dollars remaining and priorities will determine focuses in 2023.
2nd Floor Main Boardroom Renovations	\$4,412.20	\$4,412.20	\$0.00	Capital Committed Reserve	The new Boardroom table has been installed and new cabinets installed. Wall paper completed and electrical work completed.

2023 GENERAL FUND CAPITAL PROJECTS					
	2023 BUDGET	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
Roadways Recapping Program	\$75,017.24	\$75,017.24	\$0.00	Capital Committed Reserve	2023 Roadways Program underway. See project listing. Carry Forward funds spent. <u>City Council Motion of March 27, 2023:</u> "The amount of \$75,017.24 be credited to the Capital Works Committed Reserve to fund additional Roadway and Concrete Sidewalk work in 2023."
Total Capital Committed Reserve	\$453,647.86	\$79,429.44	(\$374,218.42)		
			(\$374,218.42)		
Reserve Funding					
Community Services					
James Isbister Park Improvements	\$66,542.96	\$43,080.24	(\$23,462.72)	Future Infrastructure Reserve	James Isbister Park Improvement – Lighting has been completed along with Basketball Court Lining. Final invoices to be processed for lighting.
Golf Course - Reconstruction and Repair of Park Pathways	\$9,730.43	\$9,730.43	\$0.00	Golf Course Improvement Reserve	2022 C/F Funds fully spent.
Little Red River Park - Stages of Development	\$146,800.00	\$95,321.26	(\$51,478.74)	Pehonan Parkway Reserve \$47,500 allocated to pathway work	Roadway and Parking Lot work from the 2022 budget year is expected to be completed here within the next week. Working towards completion of project by the end of September 2023. Lighting will be looked at in the fall as well as Security options for the front of the Park (highway 55).
Cooke Municipal Golf Course - Reconstruct and Repair of Stonewall and Tee Signs	\$14,491.00	\$0.00	(\$14,491.00)	Golf Course Improvement Reserve	Stonewall work has been completed. Tee Signs have been received and will be installed once the sponsorship signs are finalized.
Rotary Adventure Park - Phase 1	\$66,466.10	\$66,466.10	\$0.00	Reserve Funding: Pehonan Parkway Reserve External Funding: Rotary Club Malcolm Jenkins \$13,487.61 Deferred Revenue 1-4-46913-001	Playground construction has been completed, Park Opened Monday, August 31 with a Grand Opening scheduled for September 15.
Commission of Artwork	\$28,000.00	\$0.00	(\$28,000.00)	Public Art Reserve	Amended Agreement has been approved with a projected completion date of November 30, 2023.
Public Works					
Pedestrian Bridge Replacement Program	\$82,517.91	\$0.00	(\$82,517.91)	Future Infrastructure Reserve	The three pedestrian bridges are completed at Little Red River Park. Report to City Council on remaining bridges to be provided in the Fall of 2023.

2023 GENERAL FUND CAPITAL PROJECTS					
	2023 BUDGET	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
Fleet Purchases					
Replacement of Unit 67 - Automated Waste Collection Truck	\$423,200.00	\$0.00	(\$423,200.00)	Fleet Equipment Reserve	Delivery August of 2023.
Replacement of Forklift	\$68,900.00	\$0.00	(\$68,900.00)	Fleet Equipment Reserve	Delivery October of 2023.
Replacement of Unit 122 - Sign Truck	\$118,320.00	\$66,053.90	(\$52,266.10)	Fleet Equipment Reserve	Chassis is at body builder, should be completed by late August 2023. Last invoice to be processed with body build.
Wrote Off 1/2 Ton - SGI Proceeds	\$51,000.00	\$50,997.45	(\$2.55)	Fleet Equipment Reserve	In Service. Project completed.
Transit for Disabled Bus	\$98,170.00	\$0.00	(\$98,170.00)	Fleet Equipment Reserve	Delivery late August of 2023. Seats have arrived.
Replacement Program - Golf Carts	\$70,740.00	\$0.00	(\$70,740.00)	Fleet Equipment Reserve	Delivery 2024. Carry Forward to Year 2024.
Replacement of Unit 6132 - Fringe Mower	\$82,000.00	\$0.00	(\$82,000.00)	Fleet Equipment Reserve	Ordered. Delivery 2024. Carry Forward to Year 2024.
Information Technology					
Networking	\$204,000.00	\$0.00	(\$204,000.00)	IT Reserve	SD Wan Smart Services Project – All the Meraki switches have arrived and solution for the Web Application Functionality still being determined. Most remote locations have fiber installed as the preliminary work. Need to review current firewall rules and IP address configuration. Requesting additional network services to complete this work. 35% complete.
Business Continuity	\$20,000.00	\$0.00	(\$20,000.00)	IT Reserve	On-site storage backup - No progress on this project due to lack of infrastructure resources. 0% complete.
Work and Asset Management Systems	\$38,900.00	\$0.00	(\$38,900.00)	IT Reserve	This item is to be closed due to Planning and Development change in direction on using these resources. Project completed.
Finance and Admin Systems	\$21,000.00	\$8,307.00	(\$12,693.00)	IT Reserve	Worktech Decommission and implement Fixed Asset Module – all configuration finalized and go-live scheduled for Q3 2023. No activity on Sub ledger Review. 70% complete.
Balance of the SW-Wan Project	\$110,460.20	\$0.00	(\$110,460.20)	IT Reserve	Project under review.
Total Reserve Funding	\$1,721,238.60	\$339,956.38	(\$1,381,282.22)		
			<i>(\$1,381,282.22)</i>		

2023 GENERAL FUND CAPITAL PROJECTS					
	2023 BUDGET	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
External Funding					
Little Red River Park - CCRF Grant #23169 - Pathway Work	\$47,625.68	\$47,625.68	\$0.00	CCRF Grant Funding - Canada Community Revitalization Fund	Working towards completing the CRAF Grant for the unpaid funds by the end of September.
Rotary Adventure Park	\$173,678.11	\$146,266.54	(\$27,411.57)	Reserve Funding: Pehonan Parkway Reserve External Funding: Rotary Club Malcolm Jenkins \$13,487.61 Deferred Revenue 1-4-46913-001	Playground construction has been completed, Park Opened Monday, August 31 with a Grand Opening scheduled for September 15. Working on the Camp Kitchen timelines for completion.
2nd Floor Main Boardroom Renovations	\$18,795.39	\$10,520.44	(\$8,274.95)	Deferred Revenue 1-4-46913-000	The new Boardroom table has been installed and new cabinets installed. Wall paper completed and electrical work completed.
Transit for Disabled Bus	\$55,000.00	\$0.00	(\$55,000.00)	Transit Assistance for Persons with Disabilities	Delivery late July 2023. Seats have arrived. In Year 2022, Council 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. Awaiting delivery of Bus.
Chart of Accounts Restructure	\$18,615.85	\$24,008.00	\$5,392.15	Fiscal Stabilization Fund	Finance has rolled out the new Chart of Accounts to all Departments. Project completed.
Asset Management / Work Order Software	\$20,162.59	\$0.00	(\$20,162.59)	Fiscal Stabilization Fund	This project has commenced and will progress to yearend. Includes decommissioning worktech and implementing great plains fixed assets.
Aquatic and Arenas Recreation Centre					
Aquatic and Arenas Recreation Centre	\$43,243,634.97	\$27,405,640.54	(\$15,837,994.43)	Ultimate Recipient Agreement Funding	Construction by Graham Construction for the Aquatic and Arenas Recreation Centre underway. Carry Forward to Year 2024.
Total External Funding	\$43,577,512.59	\$27,634,061.20	(\$15,943,451.39)		
Total 2022 Carry Forward Projects	\$45,752,399.05	\$28,053,447.02	(\$17,698,952.03)		
			<i>(\$17,698,952.03)</i>		

2023 GENERAL FUND CAPITAL PROJECTS					
	2023 BUDGET	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
OTHER Projects Approved by Motion	2023 BUDGET	2023 Spending	Variance	FUNDING	
Alfred Jenkins Field House Artificial Turf Replacement	\$510,000.00	\$0.00	(\$510,000.00)	\$447,500 - Alfred Jenkins Field House Improvement Reserve \$50,000 - PAYSAs Contribution \$12,500 - Fundraising Report 23-183 includes \$510,000 for budget.	Purchase Order has been sent to the Contractor with project to start and be completed in July 2024. <u>City Council Motion of May 15, 2023</u> That the Request for Proposal No. 27 of 2023 for the Alfred Jenkins Field House Artificial Turf be awarded to Field Turf in the amount of \$470,694, including Provincial Sales Tax. That the project be funded through the Alfred Jenkins Field House Improvement Reserve in support of the Artificial Turf Replacement. That Maintenance Equipment for the Artificial Turf be purchased at a cost of \$17,807.82, including taxes, funded through the Alfred Jenkins Field House Improvement Reserve.
Midtown Community Centre Playground and Spray Park Replacement	\$500,000.00	\$25,666.65	(\$474,333.35)	<u>Total Project Budget of \$650,000:</u> \$150,000 Capital - Playground Replacement <u>\$500,000 Additional Budget:</u> \$250,000 - Malcolm Jenkins Funding \$185,195.20 CCFB Funding \$64,804.80 Future Infrastructure Reserve <i>** Approved amount of \$250,000 to be funded from Future Infrastructure Reserve decreased by \$185,195.20 CCFB Funding allocated (\$250,000 - \$185,195.20 = \$64,804.80).</i>	Canada Community Building Fund Investment Plan forwarded to the Ministry for approval of funding under the CCBF Program. Under review by Program. Equipment has been ordered and should be arriving in late September - early October for storage at the City Yards. 2023 spending is the deposit for the Spray Pad Demobilization. <u>City Council Motion of June 12, 2023</u> "That the Canada Community Building Fund Infrastructure Investment Plan under the Canada Community-Building Fund in the amount of \$185,195.20 for the Midtown Community Centre Playground and Spray Park Replacement, be approved." <u>City Council Motion of March 6, 2023:</u> "1. That \$250,000 in matching funding in support of the Midtown Community Centre Playground and Spray Park Replacement be funded through the Future Infrastructure Reserve; and, 2. That the Community Services Department proceed with providing a deposit in the amount of \$395,570, plus applicable taxes, for the Playground and Spray Park Equipment Components and Blue Rubber Surfacing Product from Playgrounds-R-Us."
Other Projects Approved by Motion	\$1,010,000.00	\$25,666.65	(\$984,333.35)		
TOTAL GENERAL FUND SPENDING	\$59,059,799.05	\$30,675,442.60	(\$28,384,356.45)		

(\$28,384,356.45)



2023 ROADWAYS PAVING

JULY/AUGUST
2023 UPDATES



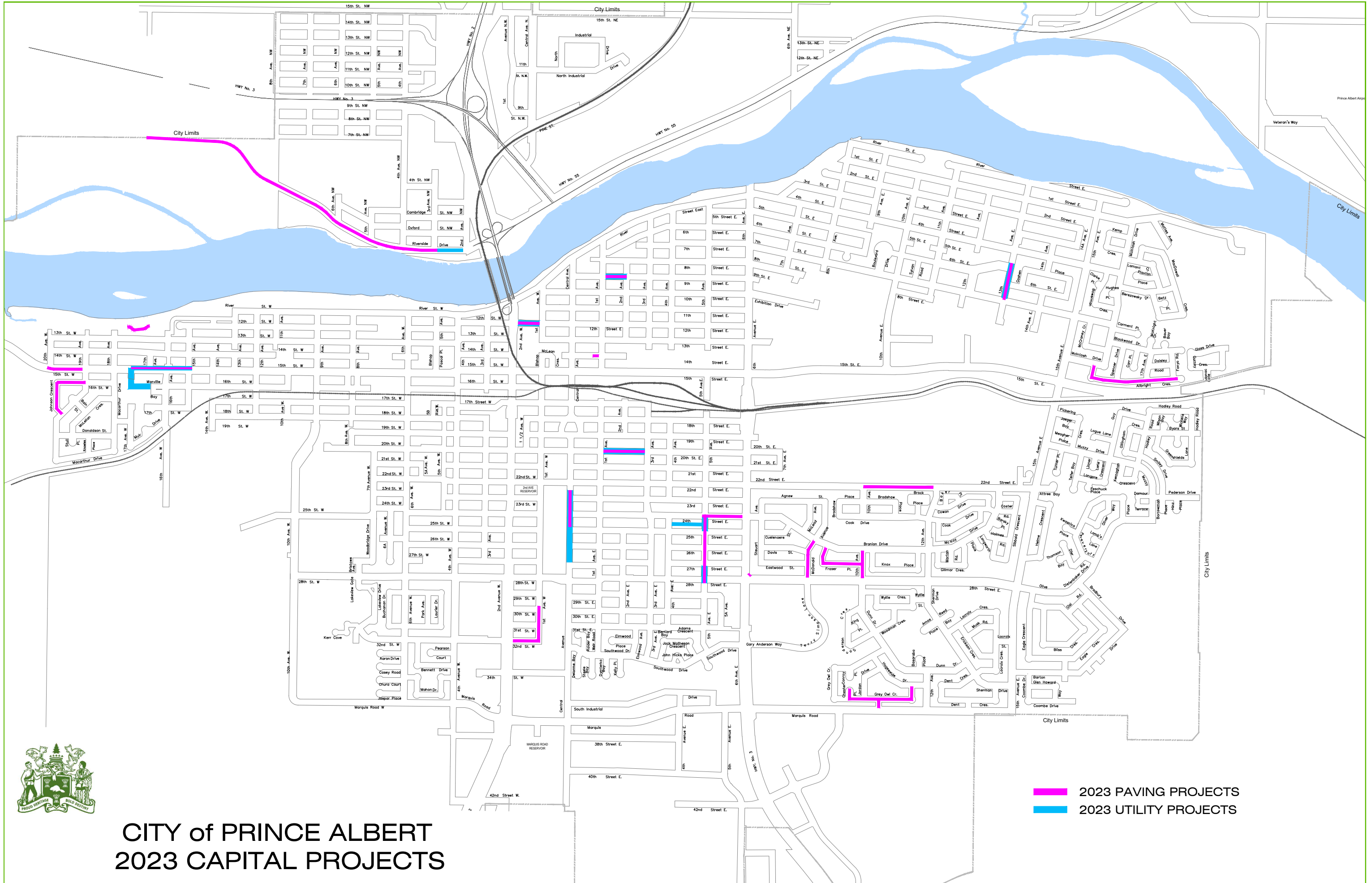
City of
**Prince
Albert**

2023 ROADWAYS PAVING PROGRAM

STREET	FROM	TO	STATUS
15 St W	19 Ave W	20 St W	Complete
5 Ave E	24 St E	25 St E	Ongoing
5 Ave E	25 St E	28 St E	Complete
Central Ave	22 St	24 St	Not Started
15 St W	15 Ave W	17 Ave W	Not Started
Johnson Cres	MaArthur Dr	MacArthur Dr	Complete
13 Ave E	6 St E	7 St E	Not Started
Riverside Dr	3 Ave NW	City Limit	Complete
22nd St E	10 Ave E	12 Ave E	Ongoing
12 St W	1 Ave W	2 Ave W	Complete
McDonald Ave	Branion Dr	28 St E	Not Started
Fraser Pl	Branion Dr	10 Ave E	Not Started
10 Ave E	Branion Dr	28 St E	Not Started
9 St E	1 Ave E	2 Ave E	Not Started
Allbright Cres	Fonyo Rd	McIntsh Dr	Ongoing
Grey Owl Drive	Chester Pl	Hogeweide Dr	Complete
Chester Pl	Grey Owl Drive	Grey Owl Drive	Complete
Grey Owl Avenue	Marquis Rd	Grey Owl Drive	Complete
32 St W	1 Ave W	2 Ave W	Complete
1 Ave W	30 St W	32 St W	Complete
24 St E	5 St E	6 St E	Not Started
20 St E	1 Ave E	3 Ave E	Ongoing

2023 Roadways Paving Program			
Account #	Treatment	Street	2023 Spending
81-32-155-225-20907-7239	Stantec		\$22,359.00
81-32-155-225-22264	5 Avenue East	24 - 28 Street East	\$459,877.46
81-32-155-225-22266	Central Avenue	22 - 24th Street	\$0.00
81-32-170-000-23002	Riverside Drive		\$0.00
81-32-170-000-23003	22nd Street	10 - 12 Avenue East	\$7,047.42
81-32-170-000-23006	15 Street West	19 - 20 Avenue West	\$46,611.53
81-32-170-000-23007	Johnson Crescent		\$180,848.32
81-32-170-000-23009	Grey Owl Crescent		\$296,854.47
81-32-170-000-23010	32 Street West	1 Avenue West	\$10,588.46
81-32-170-000-23017	15 Street West	15 - 17 Avenue West	\$3,551.60
81-32-170-000-23020	McDonald Avenue		\$5,937.79
81-32-170-000-23022	Allbright Crescent		\$33,975.29
81-32-170-000-23023	24 Street East	5 - 6 Avenue	\$7,166.13
81-32-170-000-23026	20 Street East	1 - 3 Avenue East	\$23,612.23
81-32-170-000-23030	14 Street East		\$10,179.24
81-32-170-000-23503	12 Street West	1 - 2 Avenue West	\$16,901.31
81-32-155-225-21193	7th Street East	10 AE	\$307.06
TOTAL 2023 SPENDING - ROADWAYS PAVING PROGRAM			\$1,125,817.31
2023 BUDGET			\$4,175,017.24
VARIANCE			(\$3,049,199.93)

2023 Roadways Paving Program - Budget	\$4,100,000.00
C/F to Year 2023 from Year 2022	\$75,017.24
Total Year 2023 Paving Budget	\$4,175,017.24
2023 Sidewalk Rehabilitation Budget	\$300,000.00
Total Year 2023 Sidewalk Rehabilitation	\$300,000.00



CITY of PRINCE ALBERT 2023 CAPITAL PROJECTS

█ 2023 PAVING PROJECTS
█ 2023 UTILITY PROJECTS



AIRPORT FUND CAPITAL

JULY/AUGUST
2023 UPDATES

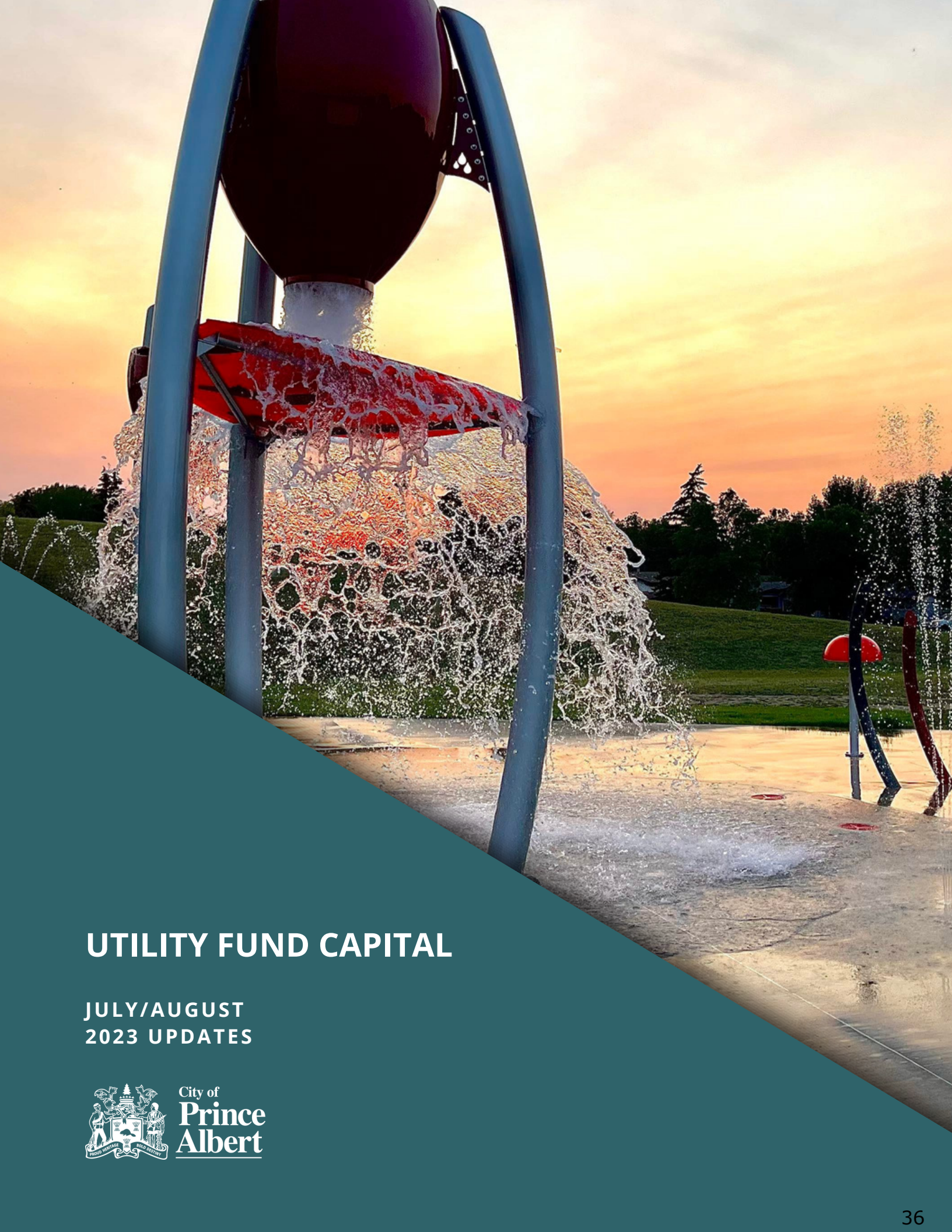


City of
**Prince
Albert**

2023 Airport Fund Capital Projects					
	2023 Budget	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
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	<p>Tender closed June 27, 2023. The Tender has been awarded to Madsen Fence. Parts are on order and anticipate completion in September.</p> <p><u>City Council Motion of May 15, 2023:</u></p> <p>1. That the Community Airports Partnership Agreement between The City and Ministry of Highways for funding fifty percent (50%) of the Installation of an Automated Gate to a maximum cost of \$10,000, be approved;</p> <p>2. That the project cost for the Automated Opener Gate #2 for Ambulance be increased to \$27,500, which will be funded as follows:</p> <p>a. \$10,000 from the Community Airports Partnership;</p> <p>b. \$15,000 from the Airport Improvement Fund; and,</p> <p>c. \$2,500 from the Airport Operations Fence Repair and Maintenance Operating Budget.</p>
TOTAL AIRPORT IMPROVEMENT FUND	\$9,000.00	\$0.00	(\$9,000.00)		
COMMUNITY AIRPORT PARTNERSHIP					
Automated Opener Gate #2 for Ambulance	\$9,000.00		(\$9,000.00)	50% Airport Improvement Fund 50% Community Airport Partnership	See update above.
TOTAL CAP FUNDING	\$9,000.00	\$0.00	(\$9,000.00)		
TOTAL 2023 AIRPORT CAPITAL	\$18,000.00	\$0.00	(\$18,000.00)		

2023 Airport Fund Capital Projects					
	2023 Budget	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
2022 Carry Forward Airport Fund Capital Projects					
Airport Street Signs	\$15,176.66	\$0.00	(\$15,176.66)	Airport Improvement Fund	This project will be completed by the Sign Shop by the end of September.
Apron II Rehabilitation and Expansion Design	\$127,099.91	\$0.00	(\$127,099.91)	Airport Improvement Fund	There was no construction funding approved.
Apron II Utilities - Design	\$50,000.00	\$0.00	(\$50,000.00)	Airport Improvement Fund	There was no construction funding approved.
Airport Utilities Map	\$9,471.40	\$915.00	(\$8,556.40)	Airport Improvement Fund	Project completed. Invoices to be processed.
Subdivision Survey	\$11,351.00	\$3,890.02	(\$7,460.98)	Airport Improvement Fund	The airport subdivision project was approved and registered with ISC earlier this year. The legal descriptions found on the plan can now be used to reference these properties for ongoing and future projects, lease agreements, etc.
Total Airport Improvement Fund	\$213,098.97	\$4,805.02	(\$208,293.95)		
PASSENGER FACILITY FEE RESERVE					
Safety / Customer Service Requirements	\$12,931.34	\$0.00	(\$12,931.34)	Passenger Facility Fee Reserve	Projects to be identified by Airport users and Airport Manager relating to safety and customer service requirements.
Total Passenger Facility Fee Reserve	\$12,931.34	\$0.00	(\$12,931.34)		
ACAP FUNDING					
Replacement Runway Plow Truck, Plow and Sander	\$405,000.00	\$404,609.42	(\$390.58)	Deferred Revenue 1-4-46913-000	Revenue was received in 2022 from ACAP. Plow Truck has been received and training to be undertaken.
Total ACAP Funding	\$405,000.00	\$404,609.42	(\$390.58)		
TOTAL 2022 C/F PROJECTS	\$631,030.31	\$409,414.44	(\$221,615.87)		

2023 Airport Fund Capital Projects					
	2023 Budget	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
Airport Other Council Motions					
	<u>BUDGET</u>			<u>FUNDING</u>	<u>TIMELINES</u>
PASSENGER FACILITY FEE RESERVE					
Airport Terminal - Detailed Design	\$1,333,710.00	\$872,572.50	(\$461,137.50)	Passenger Facility Fee Reserve Increase of \$854,718 (May 15) + \$452,982 (July 10) = \$1,307,700 2022 Budget approved of \$635,040 + \$1,307,700 = \$1,942,740 Total. Budget of \$1,307,700 + PST	City Council on May 15, 2023 approved additional budget of \$854,718 for Design Fees to be funded from Passenger Facility Fee Reserve. Amount charged to date is \$854,717.92 + \$17,854.58 PST. New increase approved of \$452,982. <u>City Council Motion of July 10th, 2023:</u> That the cost for the Detailed Design of the Airport Terminal with Prairie Architecture Incorporated be increased by \$452,982 for a total Design Fee of \$1,942,740 excluding Provincial Sales Tax, to complete the remaining thirty percent (30%) Detailed Design, bringing the design to Tender ready; That the cost increase be funded from the Passenger Facility Fee Reserve.
Total Other Motions	\$1,333,710.00	\$872,572.50	(\$461,137.50)		
TOTAL AIRPORT CAPITAL PROJECTS	\$1,982,740.31	\$1,281,986.94	(\$700,753.37)		



UTILITY FUND CAPITAL

JULY/AUGUST
2023 UPDATES



City of
**Prince
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2023 Water and Sewer Utility Fund Capital Projects					
	2023 BUDGET	2023 SPENDING (to August 18)	VARIANCE	FUNDING	TIMELINES
WATERWORKS IMPROVEMENT FUND					
Watermain Replacement Program	\$1,500,000.00	\$439,402.31	(\$1,060,597.69)	Waterworks Improvement Fund	Projects underway. To be completed by end of October. See project listing for status.
Sanitary and Storm Sewer Replacement Program	\$800,000.00	\$336,374.56	(\$463,625.44)	Waterworks Improvement Fund	Projects underway. To be completed by end of October. See project listing for status.
Lead Service Replacement Program	\$155,000.00	\$11,562.89	(\$143,437.11)	Waterworks Improvement Fund	To be completed end of October 2023.
Fire Hydrant Replacement Program	\$105,000.00	\$74,985.26	(\$30,014.74)	Waterworks Improvement Fund	To be completed end of October 2023.
Fire Hydrant - Fire Protection	\$60,000.00	\$6,652.09	(\$53,347.91)	Waterworks Improvement Fund	To be completed end of October 2023.
Former Raw Water Pump House Decommission	\$50,000.00	\$0.00	(\$50,000.00)	Waterworks Improvement Fund	This project was cancelled due to the tenders being over budget. It will be re-evaluated for the 2024 budget.
Replacement of Postage Machine	\$15,200.00	\$0.00	(\$15,200.00)	Waterworks Improvement Fund	Project to be tendered for new postage machine.
River Street Reservoir Refurbish and Repairs	\$400,000.00	\$181,534.76	(\$218,465.24)	Waterworks Improvement Fund	Substantial completion was issued July 31, 2023. Project to be completed by end of September 2023. <u>City Council Motion of March 27, 2023:</u> 1. That the River Street West Reservoir Refurbishment Tender be awarded to Erickson Contracting & Management Ltd. for a cost of \$624,930, including Provincial Sales Tax; 2. That the City Manager be authorized to approve additional expenditures if required for the River Street West Reservoir Refurbishment Tender subject to a maximum the overall approved Utility Budget in the amount of \$800,000; 3. That the River Street West Reservoir Refurbishment project be approved for a total cost of \$721,020, including Provincial Sales Tax.
TOTAL WATER UTILITY IMPROVEMENT FUND	\$3,085,200.00	\$1,050,511.87	(\$2,034,688.13)		
TOTAL 2023 UTILITY CAPITAL APPROVED	\$3,085,200.00	\$1,050,511.87	(\$2,034,688.13)		

2023 Water and Sewer Utility Fund Capital Projects					
	2023 BUDGET	2023 SPENDING (to August 18)	VARIANCE	FUNDING	TIMELINES
2022 Carry Forward Utility Projects					
WATERWORKS IMPROVEMENT FUND					
Lead Service Replacement Program	\$38,720.08	\$38,720.08	\$0.00	Waterworks Improvement Fund	2022 C/F Funds fully spent.
Filter to Waste Isolation	\$23,708.74	\$0.00	(\$23,708.74)	Waterworks Improvement Fund	Project is on hold right now with the transition in the roles within Public Works.
Former Raw Water Pump House Decommission	\$170,000.00	\$0.00	(\$170,000.00)	Waterworks Improvement Fund	This project was cancelled due to the tenders being over budget. It will be re-evaluated for the 2024 budget.
River Street Reservoir Refurbish and Repairs	\$400,000.00	\$400,000.00	\$0.00	Waterworks Improvement Fund	2022 C/F Funds fully spent.
WTP PLC and SCADA System Upgrades	\$70,187.01	\$45,577.52	(\$24,609.49)	Waterworks Improvement Fund	Project was completed in early January of 2023.
TOTAL WATERWORKS IMPROVEMENT FUND	\$702,615.83	\$484,297.60	(\$218,318.23)		

2023 Water and Sewer Utility Fund Capital Projects					
	2023 BUDGET	2023 SPENDING (to August 18)	VARIANCE	FUNDING	TIMELINES
DEBT FINANCING					
Waste Water Treatment Plant - Detailed Design Year 1	\$1,203,445.42	\$61,743.71	(\$1,141,701.71)	Debt Financing	<p>Due to staff changes and transitions in Public Works, the Project is temporarily on hold.</p> <p>City Council Motion of March 6, 2023 - Report dated February 23, 2023: "That the AECOM Design Engineers along with the Waste Water Treatment Plant Manager and the Assistant Environmental Manager, visit both the Calgary Alberta Fish Creek Treatment Facility and the Whitefish Montana Treatment Facility for further investigation and insight on the AquaNereda Treatment Process;</p> <p>That prior to approval of the AECOM fifty percent (50%) Detailed Design and AquaNereda Treatment Process, Administration identify all guarantees and/or warranties that will be provided to The City in regards to the installation of the AquaNereda Treatment Process."</p>
TOTAL DEBT FINANCING	\$1,203,445.42	\$61,743.71	(\$1,141,701.71)		
City's Debt Financing - RWPH					
Raw Water Pump House	\$100,000.00	\$101,839.90	\$1,839.90	City's Debt Financing - RWPH	The Raw Water Pump House is in full operation and substantial completion has been issued. Any remaining deficiencies are being undertaken.
TOTAL DEBT FINANCING	\$100,000.00	\$101,839.90	\$1,839.90		
TOTAL 2022 CARRY FORWARD PROJECTS	\$2,006,061.25	\$647,881.21	(\$1,358,180.04)		
TOTAL UTILITY CAPITAL SPENDING	\$5,091,261.25	\$1,698,393.08	(\$3,392,868.17)		

2023 Watermain Replacement Projects			
Account #	GP Description	STATUS	2023 YTD SPENDING
82-32-180-000-23501	5 AE (24 - 25 Street East)	Completed	\$81,775.22
82-32-180-000-23502	24 - 25 SE (Land 4 -5 AE)	Ongoing	\$29,058.04
82-32-180-000-23503	12 Street West (1-2 Avenue West)	Completed	\$151,580.78
82-32-180-000-23504	Riverside Dr. NW (2-3) Water Relining	Ongoing	\$10,723.10
82-32-000-000-22279	Central A (22 - 24 Street)	Not Started	
82-32-180-000-23017	15 Street West (15 - 17 Avenue)	Ongoing	\$1,957.88
	13 Avenue East (6 - 7 Street East)	Not Started	
	9th Street East (1 - 2 Avenue East)	Not Started	
82-32-180-000-23026	20th Street East (1 - 3 Avenue East)	Ongoing	\$153,161.61
82-32-000-000-21362	Watermain Replacement Self Empl		\$11,145.68
	TOTAL SPENDING		\$439,402.31
	TOTAL BUDGET		\$1,500,000.00
	UNSPENT		(\$1,060,597.69)
2023 Sewermain Replacement Projects			
82-32-000-000-22283	Central A (22 - 26 Street)	Not Started	
82-32-000-000-22284	5 Avenue East (27 - 28 Street East)	Completed	\$175,460.63
82-32-000-000-22285	18 AW (13 SE - Outfall)		
82-32-000-000-22286	3 ANW - Outfall Construction		
82-32-000-000-22287	16 AW (2 - 4)		
82-32-181-000-23503	12 Street West (1 - 2 Avenue West)	Completed	\$160,913.93
	TOTAL SPENDING		\$336,374.56
	TOTAL BUDGET		\$800,000.00
	UNSPENT		(\$463,625.44)

BUDGET

2023	\$1,500,000.00
	\$1,500,000.00

BUDGET

2023	\$800,000.00
	\$800,000.00



LAND FUND CAPITAL

JULY/AUGUST
2023 UPDATES



City of
**Prince
Albert**

2023 Land Fund Capital Projects

	2023 Budget	2023 Spending (to Aug 18)	Variance	FUNDING	TIMELINES
LOAN PRINCIPLE PAYMENTS					
Long-Term Loan Repayment - West Hill Infrastructure Improvements	\$205,200.00	\$0.00	(\$205,200.00)	Land Development Fund Balance	Yearend Loan Payment
Long Term Debt Repayment - Marquis Road West Extension (Roadway Construction)	\$87,900.00	\$0.00	(\$87,900.00)	Development Levies Reserve	Yearend Loan Payment
TOTAL LOAN PRINCIPLE PAYMENT	\$293,100.00	\$0.00	(\$293,100.00)		
CARRY FORWARD PROJECTS - 2022 LAND FUND					
Marquis Road West Extension - Landscaping	\$330,000.00	\$41,354.17	(\$288,645.83)	Debt Financing with Interest and Principle Payments to be funded by Development Levies Reserve	Marquis Road Landscaping is underway.
21 Avenue Roadways (Byars Street to Highway 302)	\$171,209.49	\$53,211.21	(\$117,998.28)	Land Development Fund Balance	Currently in design phase. <u>City Council Motion of September 6, 2022:</u> "1. That the Professional Services Agreement for Planning and Design for the 21st Avenue East roadway be awarded to AECOM Canada Ltd. for an estimated cost of 82,200 including PST; and, 2. That the City Manager be authorized to approve additional expenditures if required for the 21st Avenue East roadway design subject to them not exceeding the overall approved Capital Budget of \$200,000. 3. That the Land Fund approved budget of \$200,000 remain until the project is completed."
TOTAL 2022 CARRY FORWARD PROJ	\$501,209.49	\$94,565.38	(\$406,644.11)		
TOTAL 2023 LAND FUND	\$794,309.49	\$94,565.38	(\$699,744.11)		





RPT 23-356

TITLE: July 2023 Accounts Payable Payments

DATE: August 31, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the July 2023 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 July 1 – 31, 2023.
2. A list of payments made to vendors and contractors from January 1 – July 31, 2023.

PUBLIC NOTICE:

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

ATTACHMENTS:

1. July 2023 Accounts Payable Payments

Written by: Tejinder Khatri, Asset Manager

Approved by: Director of Financial Services and City Manager

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
1	Graham Construction and Engineering LP	\$10,738,103.14	\$31,111,503.64
2	PA Separate School Board	\$1,906,785.68	\$2,787,053.95
3	Municipal Employees Pension Plan	\$405,438.12	\$4,597,188.24
4	SaskPower	\$275,338.32	\$1,912,684.14
5	Bank of Montreal - Mastercard	\$250,831.23	\$1,731,833.70
6	Oak Creek Golf & Turf Inc.	\$202,971.87	\$213,525.17
7	The City Of Prince Albert Public Library Board	\$187,829.17	\$1,314,804.19
8	FirstCanada ULC	\$158,991.05	\$960,557.42
9	Wheatland Builders & Concrete Ltd.	\$154,810.91	\$300,164.65
10	Federated Co-Operatives Ltd.	\$137,675.42	\$863,081.04
11	Snake Lake Construction Ltd	\$130,856.81	\$222,936.86
12	Anderson Motors Ltd.	\$119,937.72	\$777,609.92
13	Iconix Waterworks LP	\$96,747.48	\$98,665.60
14	B & B Construction Group Inc.	\$95,239.06	\$1,099,991.68
15	Erickson Contracting & Management Ltd	\$92,470.44	\$112,450.44
16	Lakeland Ford Sales (2009) Ltd.	\$82,446.36	\$193,999.30
17	Klearwater Equip & Technologies	\$78,126.52	\$285,127.16
18	Novus Law Group	\$64,864.79	\$378,797.69
19	Toter, LLC c/o Wastequip	\$58,938.30	\$58,938.30
20	Community Service Centre	\$53,386.75	\$374,357.25
21	Blackdog Roofing	\$52,447.50	\$52,447.50
22	1823625 Alberta Ltd. o/a Marshall Lines 2014	\$47,310.42	\$47,310.42
23	Group2 Architecture Engineering Inc	\$44,080.67	\$306,714.67
24	Xylem Canada Company	\$41,423.50	\$63,161.26
25	DCG Philanthropic Services Inc	\$37,852.50	\$151,410.00
26	Astrographic Industries Ltd	\$32,888.00	\$32,888.00
27	Adair's Demolition Ltd.	\$30,525.00	\$30,525.00
28	Darcy's Golf Shop Ltd.	\$29,746.42	\$140,624.94
29	Superior Infrastructure Restoration Ltd	\$28,867.50	\$28,867.50
30	AECOM Canada Ltd.	\$28,696.17	\$198,264.64
31	Badger Meter	\$28,254.47	\$122,041.96
32	SPCA	\$27,886.98	\$215,326.01
33	Saskatchewan Public Safety Agency	\$27,805.50	\$636,558.46
34	ESRI Canada	\$27,750.00	\$56,377.80
35	Canadian Police College	\$27,097.30	\$62,312.31
36	Metalman Art & Design	\$26,755.66	\$162,133.62
37	Clear Tech Industries Inc.	\$26,247.06	\$106,376.11
38	101100203 Saskatchewan Ltd.o/a TLS Lawn	\$26,044.20	\$60,261.09
39	Procido LLP	\$25,624.57	\$82,281.86
40	Canadian Corps of Commissionaires (North Saskatchewan) Inc.	\$25,166.55	\$193,618.34
41	Greenland Waste Disposal Ltd.	\$20,821.81	\$49,417.79
42	Prairie Oasis Landscaping Inc	\$17,732.25	\$29,304.00
43	Full Line Electric and General Contracting	\$17,624.64	\$73,066.14
44	Can Union of Public Employees Assoc Local 160	\$17,556.19	\$106,375.18
45	SaskTel	\$17,065.89	\$116,746.92
46	PerfectMind Inc.	\$16,650.00	\$42,030.00

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
47	Westar Ventures Ltd	\$16,178.25	\$25,058.25
48	Sask Energy Inc.	\$15,878.43	\$587,483.15
49	Brent Pillipow	\$15,505.57	\$25,565.73
50	Econo Lumber	\$15,504.63	\$25,607.75
51	Tomko Sports Systems	\$15,354.63	\$17,693.81
52	Automated Aquatics Canada Ltd.	\$15,273.62	\$31,660.87
53	Prince Albert Policemen's Association	\$15,246.06	\$106,356.62
54	DMM Energy	\$13,985.77	\$125,669.80
55	Early's Farm & Garden Centre	\$13,946.86	\$64,965.45
56	LexisNexis Risk Solutions	\$13,682.54	\$13,682.54
57	Miovision Technologies Incorporated	\$13,210.11	\$13,210.11
58	Colored Shale Products Inc	\$13,085.87	\$13,085.87
59	Lafrentz Road Services Ltd.	\$12,563.63	\$33,771.23
60	Sysco Food Services	\$12,540.67	\$116,499.22
61	Softchoice Corporation	\$12,407.48	\$171,310.04
62	DMC Cleaning Inc	\$11,845.37	\$21,149.97
63	Bandet Holdings Ltd.	\$11,773.13	\$15,950.63
64	Asiil Enterprises Ltd.	\$11,744.74	\$58,183.62
65	Arctic Refrigeration Inc.	\$11,068.34	\$58,577.51
66	WestVac Industrial Ltd	\$11,025.17	\$12,227.56
67	Prince Albert Firefighter's Association Local 510	\$10,382.64	\$73,565.46
68	P.A. Nordic Ski Club	\$10,000.00	\$10,000.00
69	SaskTel CMR	\$9,964.92	\$74,352.22
70	Living Tree Enviromental	\$9,240.00	\$9,240.00
71	Can Union of Public Employees Assoc Local 882	\$9,079.68	\$54,035.33
72	Saskatchewan Gov't Insurance	\$8,909.22	\$8,909.22
73	Clip & Trim Tree Service & Yard Maintenance	\$8,610.00	\$53,287.50
74	PR Septic Services 1997 Ltd.	\$8,589.71	\$29,580.17
75	GL Mobile Communications	\$8,461.16	\$103,295.79
76	Arborist Supply Co Inc	\$8,285.76	\$10,194.56
77	DC Strategic Management	\$8,268.75	\$18,473.44
78	Canada Post Corporation	\$7,802.61	\$25,015.11
79	Greenwave Innovations	\$7,770.00	\$15,540.00
80	Dell Canada Inc	\$7,580.57	\$63,805.67
81	Turf Care Products Canada Ltd.	\$7,560.00	\$7,560.00
82	WaterTrax o/a Aquatic Informatics Inc.	\$7,184.19	\$22,910.55
83	Mak Homes Ltd.	\$6,999.79	\$6,999.79
84	Kleen-Bee (P.A.)	\$6,917.27	\$84,618.39
85	Linde Canada Inc	\$6,756.82	\$6,756.82
86	Beyond Backyards Landscaping Ltd	\$6,720.00	\$24,757.50
87	The Backyard and Compost Corner	\$6,458.00	\$7,846.00
88	Provox Systems Inc.	\$6,365.48	\$6,365.48
89	Sask Rivers School Div #119	\$6,335.09	\$159,146.92
90	Tetra Tech Canada Inc	\$6,314.18	\$54,214.26
91	PA Markit Signs Ltd.	\$6,300.36	\$12,464.52
92	Auto Rescue Towing	\$6,236.99	\$61,719.50

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
93	Halliday's Trucking	\$6,158.25	\$26,109.96
94	Certified Laboratories	\$5,940.33	\$22,263.88
95	Jackie Packet	\$5,681.57	\$5,681.57
96	Prince Albert Golf & Curling Club	\$5,416.67	\$37,916.69
97	Big Drum Media	\$5,382.00	\$13,209.28
98	Richard Pytlak	\$5,328.00	\$42,836.00
99	K & D Equipment Services	\$5,250.00	\$16,296.00
100	Sask Polytechnic-Regina Campus	\$5,208.00	\$5,208.00
101	Source Office Furnishings	\$5,181.33	\$13,850.04
102	Borysiuk Contracting Inc.	\$5,019.00	\$14,814.23
103	Flocor	\$5,010.70	\$20,181.42
104	Brittany Hudak	\$5,000.00	\$5,000.00
105	P A Minor Baseball Association	\$4,800.00	\$9,600.00
106	Stokes International	\$4,798.19	\$11,544.56
107	Raymax Equipment Sales Ltd.	\$4,698.64	\$17,451.22
108	Capstone Community Marketing	\$4,624.98	\$28,094.88
109	Dresswell Dry Cleaners (2013) Ltd	\$4,309.02	\$30,946.24
110	Lenovo Canada Inc.	\$4,268.06	\$33,480.71
111	102139847 Sask Ltd o/a Prince Albert Security Services	\$4,244.64	\$28,337.19
112	Share	\$4,025.00	\$13,630.20
113	Prince Albert Slo Pitch League	\$4,000.00	\$4,000.00
114	Sask Research Council	\$3,959.99	\$20,611.28
115	Eda Environmental Ltd.	\$3,850.55	\$54,012.50
116	Acklands Ltd.	\$3,817.72	\$51,704.39
117	CentralSquare Canada Software Inc.	\$3,788.44	\$43,642.98
118	PyroCom Fire and Safety Equipment	\$3,764.68	\$5,512.06
119	Site One Landscape Supplies	\$3,763.64	\$29,318.34
120	Select Entertainment	\$3,648.75	\$3,648.75
121	CRL Engineering Ltd.	\$3,604.73	\$23,817.95
122	Wolseley Waterworks	\$3,552.00	\$491,762.29
123	Mr Plumber	\$3,534.79	\$26,742.96
124	Information Services Corporation	\$3,417.45	\$14,241.49
125	Dmyterko Enterprises Ltd.	\$3,314.85	\$25,841.55
126	Saunders Electric Ltd.	\$2,978.19	\$7,962.86
127	M D Charlton Co. Ltd.	\$2,838.98	\$104,514.15
128	Municipal Media Inc.	\$2,835.00	\$2,835.00
129	Brandt Tractor Ltd.	\$2,673.11	\$25,052.83
130	Jet Ice Limited	\$2,648.63	\$2,648.63
131	Paulsen & Son Excavating Ltd.	\$2,572.46	\$10,843.86
132	Jordair Compressors Inc.	\$2,449.44	\$2,880.18
133	Hi Pro Recreation Services	\$2,447.55	\$2,447.55
134	Aspen Films	\$2,418.69	\$14,446.65
135	United Rentals of Canada Inc	\$2,305.92	\$7,928.95
136	Canadian Imperial Bank of Commerce	\$2,239.00	\$16,120.80
137	Paul Isaak	\$2,178.75	\$2,178.75
138	Delco Automation Inc.	\$2,136.76	\$103,020.65

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
139	Nicole A Sawchuk Barrister and Solicitor	\$2,045.67	\$17,267.24
140	D & J Smitty's Ice Cream Vending	\$2,016.00	\$6,720.00
141	Kindersley Transport Ltd.	\$2,014.91	\$2,473.10
142	A1 Locksmithing	\$2,010.21	\$9,777.99
143	Stephanie Lokinger	\$2,000.00	\$3,500.00
144	Janelle Matice	\$2,000.00	\$2,000.00
145	R.M. of Prince Albert #461	\$1,974.63	\$1,974.63
146	Thorpe Industries Ltd	\$1,893.78	\$20,877.67
147	Ralph Boychuk	\$1,875.00	\$1,875.00
148	Knotty Pine Bistro	\$1,849.99	\$18,702.83
149	Complete Distribution Services	\$1,779.65	\$24,550.40
150	NexGen Mechanical Inc.	\$1,682.06	\$24,202.33
151	Blaine Broker	\$1,658.21	\$1,658.21
152	Purolator Courier Ltd.	\$1,649.13	\$18,094.68
153	Exact Fencing Ltd.	\$1,619.49	\$1,619.49
154	Tyrone Enterprises Inc	\$1,596.00	\$16,731.75
155	Saskatoon Media Group	\$1,575.00	\$1,575.00
156	Crown Shred & Recycling (PA) Inc.	\$1,545.85	\$1,545.85
157	Steve Harmer	\$1,522.50	\$1,522.50
158	Impact Marketing Services Ltd	\$1,503.62	\$1,503.62
159	Tri Sonic Sound	\$1,487.40	\$4,484.40
160	HBI Brennan Office Plus Inc.	\$1,475.76	\$62,843.10
161	Carson Butterwick	\$1,443.75	\$1,443.75
162	UniTech Office Solutions, Ltd.	\$1,405.94	\$23,748.01
163	First General Services (PA) Ltd.	\$1,401.82	\$33,034.54
164	Harlan Fairbanks	\$1,397.05	\$24,643.77
165	Jay's Transportation Group Ltd.	\$1,334.08	\$6,945.49
166	PA Paw Print Inn	\$1,324.22	\$3,886.90
167	Folio Jumpline Publishing Inc.	\$1,311.50	\$27,108.95
168	The Backyard	\$1,303.74	\$2,607.49
169	Nellie Bachek	\$1,287.60	\$1,287.60
170	Napa Auto Parts	\$1,263.25	\$22,408.46
171	Prince Albert Shopper	\$1,260.00	\$7,536.90
172	Saskatchewan Assoc. of Municipal Enforcement Officers	\$1,245.00	\$1,245.00
173	Action Printing Company Ltd.	\$1,227.66	\$54,789.45
174	Aiden Edwards	\$1,219.00	\$1,294.00
175	Avison Young ITF 1540709 Ontario Limited	\$1,202.52	\$8,417.64
176	Prince Albert Chamber of Commerce	\$1,179.15	\$17,532.45
177	Dan Christakos	\$1,125.00	\$1,125.00
178	GardaWorld Cash Services Canada Corp	\$1,116.09	\$8,362.04
179	CTV Television Inc.	\$1,113.00	\$7,092.75
180	Clear View Glass Ltd.	\$1,103.98	\$2,838.44
181	Prince Albert Beverages	\$1,085.11	\$32,990.65
182	A2Z Safety & Training Ltd.	\$1,065.60	\$7,160.25
183	Pattison Media Ltd	\$1,050.00	\$3,317.90
184	Gregg Distributors	\$1,009.31	\$19,076.95

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
185	Shred-it International ULC	\$1,006.00	\$7,666.61
186	Miranda Ironstand-Baxter	\$1,000.00	\$1,000.00
187	Prince Albert Multicultural Council	\$1,000.00	\$1,000.00
188	Nordale Community Club	\$976.50	\$27,133.62
189	Sherwin Williams	\$972.25	\$7,112.33
190	Jesse Campbell	\$962.88	\$9,107.40
191	626963 Saskatchewan Ltd. (Portable Bore Welding & Line Boring)	\$955.00	\$2,755.98
192	Jody Hammersmith	\$900.00	\$900.00
193	Williams Scotsman Canada	\$894.66	\$6,262.62
194	Ruszkowski Enterprises Ltd	\$882.00	\$55,768.25
195	Konica Minolta Business Solutions Canada Ltd.	\$873.56	\$26,839.58
196	Total Signage	\$865.80	\$865.80
197	Frontline Outfitters Ltd	\$861.86	\$40,243.47
198	Ranjitt Mann	\$851.83	\$1,634.02
199	Clunie Consulting Engineers Ltd.	\$808.50	\$1,501.50
200	Pete's Mobile Mechanical Service	\$803.25	\$8,861.85
201	Kushal P. Dave	\$800.00	\$3,320.00
202	Jason Cabanaw	\$785.52	\$785.52
203	Gordon Stewart	\$784.57	\$1,351.68
204	Fire Fighters Entertainment Fund	\$780.00	\$5,415.00
205	Canadian Linen and Uniform Service	\$774.51	\$7,562.94
206	First Student Canada	\$765.80	\$13,161.80
207	Finning International Inc.	\$750.83	\$30,023.26
208	Cherise Arnesen	\$750.00	\$750.00
209	Tazana Nilson	\$750.00	\$750.00
210	Trans-Care Rescue Ltd	\$730.58	\$3,651.91
211	Honda Canada Finance Inc	\$725.98	\$5,081.86
212	Cindy Gallegos	\$720.00	\$3,920.00
213	Vicki Gauthier	\$720.00	\$720.00
214	Lawson Products Inc	\$711.91	\$7,955.55
215	Zachary Blackmon	\$706.63	\$706.63
216	Christopherson's Industrial Supplies	\$696.34	\$45,348.84
217	Sask Economic Developers Assoc.(seda)	\$681.45	\$1,878.45
218	911 Supply	\$666.00	\$2,753.54
219	Vince Herzog	\$660.00	\$1,410.00
220	Mikkelsen-Coward & Co Ltd.	\$649.35	\$10,217.17
221	Johnston Group	\$630.00	\$1,260.00
222	Locke Electric	\$602.18	\$12,669.08
223	Aquifer Group of Companies	\$597.35	\$62,101.70
224	Judy McNaughton	\$591.00	\$1,182.00
225	Shaw Cable	\$558.01	\$3,521.08
226	RCMP	\$550.00	\$5,150.00
227	Arthur (Jim) Jansen	\$524.48	\$524.48
228	Triple R Contracting Ltd	\$519.76	\$1,992.40
229	Troy Life & Fire Safety Ltd	\$507.27	\$2,969.52
230	Reed Security Group	\$503.63	\$3,217.58

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
231	West Flat Citizens Group Inc.	\$500.00	\$38,530.00
232	West Hill Medical Clinic	\$500.00	\$1,450.00
233	Prince Albert Rent A Car	\$499.50	\$2,961.76
234	Gloria Bell	\$495.00	\$3,365.00
235	Lannie Muggleston	\$480.00	\$3,400.00
236	B & P Water Shop Inc	\$477.50	\$4,890.10
237	North Star Trophies & Screen Printing	\$457.32	\$12,956.34
238	P.A. Auto Body (1983) Ltd.	\$450.19	\$2,551.35
239	Adrian Vermette	\$450.00	\$6,745.63
240	Dan Webb	\$450.00	\$450.00
241	P A Express Ltd.	\$435.91	\$2,434.32
242	Laurel Lofstrom	\$427.35	\$427.35
243	Darlene Rawlinson	\$427.35	\$427.35
244	P A Fast Print Inc.	\$402.94	\$12,693.54
245	Mike Zapaniuk	\$400.00	\$2,400.00
246	Debbie MacKenzie	\$392.25	\$784.50
247	Sunco Communications and Installation Ltd	\$387.39	\$387.39
248	Melanie Knight	\$380.70	\$380.70
249	Flaman Fitness- Saskatoon	\$370.15	\$3,421.41
250	Spectrum Sound Systems	\$367.50	\$813.75
251	Brigit & Braden Best	\$367.50	\$682.50
252	Cherrie Vermette	\$354.90	\$964.38
253	JonLao Photography & Graphic Design	\$350.00	\$850.00
254	Jump.ca	\$345.83	\$6,419.89
255	Debra Stoger	\$343.30	\$522.05
256	Saskatchewan Heavy Construction Ass.	\$342.60	\$342.60
257	CDW Canada Inc	\$338.56	\$24,227.69
258	49 North Lubricants	\$335.30	\$21,564.72
259	Greg Pilon (Lucien)	\$333.00	\$2,080.82
260	Zirkia Grobler	\$325.00	\$3,128.00
261	Rampart International Corp	\$324.24	\$30,645.41
262	Christie Lites Sales	\$317.23	\$1,446.76
263	Meridian Surveys Ltd.	\$315.00	\$315.00
264	Courageous K9 (Courageous Companions)	\$309.75	\$309.75
265	Canada Bread Co Ltd	\$305.00	\$3,002.20
266	Toshiba Business Solutions	\$300.16	\$4,195.40
267	Rebecka Klughart	\$300.00	\$1,500.00
268	Glenn Gessner	\$300.00	\$700.00
269	Don Bendig	\$300.00	\$300.00
270	Walter Chester	\$300.00	\$300.00
271	Tyler Wozniak	\$300.00	\$300.00
272	Everguard Fire and Safety	\$293.32	\$1,886.98
273	Stapleton's Great Adventure Company	\$288.58	\$288.58
274	Super 8 Motel	\$275.00	\$3,038.46
275	Fisher Scientific Company	\$274.36	\$274.36
276	Lake Country Co-operative Ltd.	\$274.18	\$22,600.97

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
277	Canoe Procurement Group of Canada	\$273.94	\$30,125.43
278	Percy H. Davis Limited	\$273.54	\$1,816.60
279	Prince Albert Branch Association for Community Living	\$250.00	\$250.00
280	Special Event Tents	\$249.75	\$2,192.25
281	Alamanda Communications Inc.	\$242.19	\$2,977.34
282	Suzanne Stubbs	\$240.00	\$2,240.00
283	Bunker Fire Ltd	\$236.25	\$708.75
284	Leslie Morin	\$227.55	\$227.55
285	Maple Leaf Medals	\$210.00	\$210.00
286	Appliance Clinic	\$206.62	\$206.62
287	Source For Sports	\$206.44	\$14,296.75
288	Bruce Gibson	\$205.35	\$744.82
289	Raylene Melnyk	\$200.00	\$1,595.07
290	Ministry of Saskatchewan Agriculture	\$200.00	\$900.00
291	City Hall Social Club	\$197.00	\$3,361.00
292	IFIDS	\$195.23	\$3,933.88
293	Dave Kapacila	\$194.25	\$194.25
294	Wade Connolly	\$193.50	\$580.50
295	Rocky Mountain Phoenix	\$192.87	\$28,260.90
296	Lorraine Bonneau	\$187.42	\$187.42
297	Thorpe Bros. Ltd.	\$183.55	\$24,692.81
298	Uline Canada Corporation	\$181.49	\$8,876.10
299	Cooke Municipal Golf Course	\$177.98	\$177.98
300	KLE Canada Inc	\$177.60	\$177.60
301	Michael/Karen Klein	\$173.00	\$605.50
302	Success Office Systems Inc	\$172.57	\$654.49
303	SOS Electrical Ltd.	\$172.33	\$2,526.51
304	Cornerstone Insurance	\$157.94	\$1,081,173.27
305	Prince Albert Raiders Hockey Club Inc.	\$156.00	\$726.00
306	Dana Ismail	\$150.00	\$1,080.00
307	Rhonda Trusty	\$145.64	\$145.64
308	Maxim Transportation Services Inc.	\$145.10	\$39,092.35
309	Old Dutch Foods Ltd.	\$139.10	\$4,833.33
310	ITS Occupational Health Services	\$135.61	\$321.62
311	Victoria N Braaten	\$134.85	\$538.95
312	Manitoulin Transport Inc.	\$134.16	\$2,247.11
313	Nicola Sherwin- Roller M.A.,C.C.C.	\$129.51	\$51,317.17
314	Magikist Ltd	\$123.38	\$123.38
315	Loraas Disposal North Ltd	\$122.46	\$4,979.76
316	Overhead Door of Prince Albert Ltd.	\$120.27	\$7,495.51
317	ALSCO Canada Corp - Saskatoon	\$115.87	\$1,384.58
318	Frank Harris	\$115.50	\$115.50
319	Thor Security Ltd.	\$108.78	\$8,552.55
320	Wholesale Club	\$102.82	\$4,879.71
321	Infosat Communications Inc.	\$100.76	\$705.32
322	Minister of Finance	\$100.00	\$100.00

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
323	Lyle Karasiuk	\$98.65	\$98.65
324	Donna Rondeau	\$98.00	\$392.00
325	Hillside Physical Health & Fitness	\$80.00	\$160.00
326	Michael Ruskowski	\$78.75	\$78.75
327	Lifesaving Society - SK Branch	\$78.00	\$6,425.34
328	Sask Culture Inc.	\$75.00	\$75.00
329	Secur Tek	\$72.16	\$367.46
330	Kerri MacLeod	\$70.00	\$1,115.00
331	Marlene Peterson	\$70.00	\$70.00
332	Faith Burke	\$67.00	\$201.00
333	Western Canada Water & Wastewater Association & Constituent Orga	\$52.50	\$3,052.50
334	Darrin Bergstrom	\$50.70	\$458.57
335	Perry Hulowski	\$50.70	\$456.48
336	Shelly Linger	\$50.00	\$615.00
337	Sask Sport Inc.	\$50.00	\$75.00
338	Jackie Freychet	\$50.00	\$50.00
339	Beth Gobeil	\$48.71	\$5,262.68
340	South Hill Medical Practice	\$25.00	\$50.00
341	SMTP2GO. Com	\$22.85	\$139.40
342	Campbell Printing Ltd.	\$22.20	\$872.31
343	Dollarama	\$21.37	\$870.53
344	Bell Canada	\$16.41	\$602.46
345	Google	\$11.25	\$1,463.34
346	Prairie Architects Inc.		\$915,308.40
347	Saskatchewan Workers Compensation Board		\$493,443.63
348	Aebi Schmidt Canada Inc.		\$423,694.77
349	Acme Infrastructure Services Inc.		\$314,855.99
350	Inland Kenworth Partnership		\$258,448.09
351	Versaterm Public Safety Inc		\$215,214.65
352	Mocon Construction Ltd		\$191,898.47
353	MTE Excavating Ltd		\$182,709.61
354	Emco Corporation		\$143,467.50
355	Sask Housing Corporation		\$104,360.09
356	ESTI Consulting Services		\$98,971.36
357	PCL Construction Management Inc.		\$95,245.23
358	Carlton Trail Railway Company		\$93,962.72
359	Capital H2O Systems, Inc.		\$90,300.00
360	Glenmor Equipment LP		\$89,731.89
361	Prince Albert Police Association		\$85,616.52
362	Canadian Recreation Solutions Inc.		\$78,972.34
363	MNP LLP		\$72,590.62
364	NCSWM Corporation		\$71,050.00
365	The Container Guy Ltd		\$69,521.06
366	Line West Ltd.		\$66,689.10
367	Brock White Canada		\$66,484.56
368	Fer-Marc Equipment Ltd.		\$65,754.94

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
369	Clark's Supply & Service Ltd.		\$60,017.75
370	Shantero Productions		\$59,871.23
371	Saskatoon Boiler Mfg. Co. Ltd.		\$58,496.25
372	Mann Art Gallery		\$56,200.00
373	Dynamic Funds		\$46,909.00
374	Aqua-Aerobic Systems, Inc.		\$44,362.50
375	Raven Rescue Safety Medical Ltd.		\$43,689.21
376	B A Robinson Co. Ltd.		\$43,215.14
377	Lajcon Distributors		\$42,287.67
378	E.T. Flooring Canada		\$41,386.94
379	Redhead Equipment Ltd.		\$39,025.92
380	RNF Ventures Ltd.		\$38,388.56
381	Brogan Fire & Safety		\$38,183.75
382	Prince Albert Historical Society		\$35,540.00
383	GV Audio Inc.		\$34,702.09
384	Sask Urban Municipalities Assoc (SUMA)		\$34,303.90
385	Nagy Holdings Ltd.		\$34,257.05
386	Sutherland Automotive		\$33,442.72
387	Prince Albert Grand Council		\$33,400.00
388	University of Regina		\$33,343.04
389	Brenntag Canada Inc		\$32,243.40
390	Info Tech Research Group		\$31,185.00
391	Sigma Safety Corp.		\$31,018.64
392	Earthworks Equipment		\$30,137.09
393	Tash's Flooring Outlet/Window Coverings		\$30,061.99
394	FirstDATA Consulting LLC		\$29,970.00
395	United Chemical Limited		\$26,968.30
396	Impact Mechanical Service Ltd.		\$26,869.02
397	SolidCAD		\$26,518.91
398	Stantec Consulting Ltd.		\$26,404.36
399	Bold Dance Productions		\$25,498.33
400	2022 Canadian Mixed Curling Championship		\$25,200.00
401	OK Tire & Auto Service		\$24,522.28
402	Carlton Park Community Club		\$24,419.01
403	East End Community Club		\$21,911.51
404	Prince Albert Mobile Crisis Unit		\$21,800.00
405	Moon Coin Productions		\$21,462.62
406	Compass Municipal Services Inc.		\$21,417.80
407	Pictometry Intelligence Images		\$21,367.28
408	Lite-Way Electric Ltd.		\$21,018.65
409	West Hill Community Club		\$20,898.93
410	Eecol Electric (Sask) Ltd.		\$19,983.63
411	NSC Minerals Ltd.		\$19,332.59
412	Tip Top Decorators Ltd		\$19,325.10
413	East Hill Community Club		\$19,174.00
414	101290873 Saskatchewan Ltd. (Nathan Stregger-ski hill contractor)		\$19,150.00

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
415	Crescent Heights Community Club		\$19,119.00
416	SRNet Inc.		\$18,900.00
417	Zoho Canada Corporation		\$18,162.26
418	BLC Limited		\$17,605.00
419	Organization of Saskatchewan Arts Councils		\$17,587.50
420	Fountain Tire Prince Albert Ltd		\$17,529.11
421	Prairie Meats		\$17,507.31
422	Paquin Entertainment		\$17,400.00
423	Madsen Fence Ltd.		\$16,716.14
424	Crescent Acres Community Club		\$16,518.00
425	Canadian Tire		\$16,472.77
426	Air Canada		\$16,143.70
427	The Bolt Supply House Ltd		\$15,821.81
428	RKX Craftwood Service		\$15,788.76
429	Consortech Solutions Inc		\$15,750.00
430	Frontline Truck & Trailer		\$15,684.94
431	Canadian Ramp Company		\$15,493.83
432	Amazon.ca		\$15,438.91
433	Canadian BDX Inc.		\$15,290.10
434	D.F.G. Management Ltd.		\$14,996.64
435	Vipond Inc.		\$14,877.34
436	Invictus Entertainment Group Inc.		\$14,750.00
437	Kal Tire Ltd.		\$14,739.35
438	Highline Electric P.A. Ltd		\$14,738.03
439	Naber Ford Sales Ltd.		\$14,618.70
440	Applied Industrial Technologies		\$14,530.12
441	Concord Theatricals		\$14,100.59
442	Ballet "N" All That Jazz Dance Centre Inc.		\$14,074.45
443	DMA Building Services Ltd.		\$13,691.13
444	TK Elevator (Canada) Ltd.		\$13,424.39
445	Rona Inc. - Prince Albert		\$13,096.19
446	Intercontinental Toronto		\$12,934.25
447	MSC Industrial Supply ULC		\$12,877.30
448	Ticket Tracer Corporation		\$12,855.15
449	Dulux Paints		\$12,788.60
450	Imprivata		\$12,769.17
451	Hazeldell Community Club		\$12,750.00
452	Midtown Community Club		\$12,750.00
453	Entandem Inc		\$12,553.39
454	PA Arts Board		\$12,500.00
455	My Place Catering		\$12,460.01
456	Willms Engineering Ltd.		\$12,220.54
457	Promotional Marketing		\$12,181.14
458	Election Systems & Software Canada, ULC		\$12,060.15
459	Hach Sales & Service Canada Ltd		\$12,007.54
460	Econolite Canada Inc.		\$11,999.10

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
461	Strategic Steps Inc.		\$11,990.16
462	Superior Truck Equipment Inc./North America		\$11,939.33
463	Van Houtte Coffee Services Inc		\$11,752.27
464	Concept 3 Business Interiors		\$11,400.75
465	Fastenal		\$11,286.09
466	Fresh Air Experience		\$11,095.57
467	Halcro Metals Inc.		\$10,763.28
468	SGI Canada		\$10,701.04
469	Superior Propane Ltd		\$10,665.40
470	Superion LLC, a CentralSquare Company		\$10,618.73
471	Prince Albert Diesel Injection (2004) Ltd.		\$10,185.88
472	Neuman Thompson		\$10,164.86
473	Robertson Stromberg Pedersen LLP		\$9,956.58
474	Peerless Engineering Sales Ltd.		\$9,950.92
475	Madbull Stump Grinding & Tree Removal		\$9,895.34
476	1215404 BC Ltd. (DBA Claymore Cloths)		\$9,894.93
477	Brick N Block Masonry Construction		\$9,879.00
478	Princess Auto		\$9,875.44
479	Jake Vaadeland		\$9,826.51
480	Johnson Controls Ltd.		\$9,807.60
481	ITM Instruments Inc		\$9,676.43
482	SMG Operating Ltd O/A See More Green Landscaping		\$9,614.17
483	High Q Greenhouses Inc.		\$9,595.10
484	Puetz Enterprises Ltd.		\$9,550.68
485	Performing Arts Warehouse		\$9,378.64
486	Aaction Transmission Ltd.		\$9,249.17
487	Dee-Jacks Custom Metal and Welding		\$9,211.89
488	Prince Albert Dance Company		\$9,133.01
489	Prince Albert Winter Festival		\$8,977.60
490	BMR Mfg Inc		\$8,900.85
491	Flaman Sales & Rentals Prince Albert		\$8,891.59
492	Korth Group Ltd.		\$8,864.42
493	Saskatchewan Association of Chiefs of Police		\$8,855.00
494	VWR International Co		\$8,693.41
495	Winnipeg Airport Services Corp		\$8,505.00
496	Hubert Distributing Company Inc		\$8,417.31
497	Falcon Equipment Ltd.		\$8,340.73
498	Coronet Hotel		\$8,325.06
499	Power and Mine Supply		\$8,311.68
500	Veolia Water Solutions Canada		\$8,278.06
501	R.S. Management Services Inc.		\$8,236.20
502	Federation of Canadian Municipalities		\$8,234.31
503	Windows Beautiful By Cheryl		\$8,112.99
504	Cadmus Delorme		\$8,000.00
505	Madikale Touring Inc.		\$7,975.00
506	Delta Hotels		\$7,964.39

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
507	GHD Digital (Canada) Ltd		\$7,938.00
508	The Roman Empire Production Corp		\$7,825.00
509	WD Industrial Group		\$7,629.30
510	Emsco Equipment Maintenance & Supply Co.		\$7,540.50
511	Technical Safety Authority of Saskatchewan		\$7,503.00
512	Cheesecake Burlesque Revue		\$7,281.00
513	Avia NG Inc.		\$7,204.06
514	Edmonton Pops Orchestra Society		\$7,172.10
515	P A Battery & Truck Accessories		\$7,167.89
516	Setcan		\$7,083.30
517	City of Saskatoon		\$7,075.00
518	Engineered Pipe Group		\$7,056.55
519	Westjet		\$6,914.16
520	Backupify Inc.		\$6,779.63
521	AED Advantage		\$6,767.22
522	JJ MacKay Canada Ltd		\$6,651.34
523	Staples		\$6,562.27
524	Prince Albert Skating Club		\$6,500.00
525	The Treadmill Factory		\$6,488.53
526	YWCA		\$6,450.00
527	Best Buy		\$6,283.33
528	The Brick		\$6,262.31
529	Innovation, Science and Economic Development Canada		\$6,257.50
530	BDI Canada Inc.		\$6,251.12
531	Eagles Nest Youth Ranch		\$6,200.00
532	Prince Albert Council for the Arts		\$6,200.00
533	Prince Albert Metis Women's Assoc. Inc.		\$6,200.00
534	Prince Albert Metis Nation Local 7 Inc.		\$6,200.00
535	Common Weal Community Arts-PA Branch		\$6,198.50
536	T-R Spring & Align Ltd.		\$6,137.69
537	Komline-Sanderson		\$6,124.84
538	Total Service & Contracting Ltd.		\$6,065.60
539	North Central District Athletic Association		\$6,018.50
540	Buckland Fire & Rescue		\$6,000.00
541	L' Ecole des Petits Preschool		\$6,000.00
542	Saskatchewan Digital Forensics Services		\$6,000.00
543	Charles Repair & Service Co. Ltd.		\$5,970.97
544	Comairco Equipment Ltd.		\$5,961.54
545	VendorPanel Pty Ltd		\$5,948.80
546	Prince Albert Female Hockey Tournament		\$5,940.00
547	Shananigans Coffee & Desert Bar		\$5,796.73
548	Trudel Auto Body Collision Centre Ltd		\$5,769.35
549	gtechna Mobile Enforcement Solutions		\$5,651.74
550	Birch Hills Dance		\$5,606.69
551	Sign Universe		\$5,599.85
552	AIM: Artists in Motion Inc		\$5,500.00

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
553	Prince Albert Gymnastics Club		\$5,500.00
554	You Will Love It Live		\$5,500.00
555	E.B. Horsman & Son		\$5,470.16
556	Snap on Tools		\$5,469.19
557	Collision Forensic Solutions		\$5,425.40
558	Prince Albert District Planning Commission		\$5,420.00
559	U13 B Eagles		\$5,400.00
560	Paradigm Software		\$5,322.41
561	Wainbee Ltd		\$5,321.74
562	P.A. Radiator Shop		\$5,274.72
563	Prince Albert Science Centre Inc		\$5,200.00
564	Zogics		\$5,182.13
565	Traffic Logix Inc		\$5,151.30
566	Express It More Promotional Products		\$5,136.25
567	ClaimsPro Inc.		\$5,040.00
568	GMSI Group		\$5,017.61
569	Thomas Crier		\$5,000.00
570	Hiltila Krogh		\$5,000.00
571	Indigenous Angels Ltd		\$5,000.00
572	Lunar Productions Canada		\$5,000.00
573	Prince Albert Pikes Artistic Swimming Club		\$5,000.00
574	PA Ski Club		\$5,000.00
575	The Covina-Thomas Company		\$4,974.66
576	Paradise Pools (Commercial) Inc.		\$4,915.89
577	Saskatchewan Assessment Appraisers Association		\$4,882.50
578	Latent Forensic Services Inc.		\$4,857.93
579	Randy Hurd		\$4,809.63
580	4IMPRINT		\$4,760.47
581	Remco Memorials Ltd.		\$4,678.65
582	Accra Lock & Safe Co. Ltd.		\$4,551.67
583	Morel Music International Inc		\$4,500.00
584	Prince Albert Community Basketball Assoc Inc.		\$4,500.00
585	Fox Signs		\$4,489.88
586	Brett Young		\$4,478.85
587	Inductive Automation		\$4,465.63
588	KCA Group		\$4,462.50
589	Lexcom Systems Group Inc.		\$4,438.05
590	Green For Life Environmental		\$4,411.44
591	Davtech Analytical Services (Canada) Inc.		\$4,389.21
592	BH Safety Services & Consulting		\$4,347.00
593	Econo-Chem		\$4,329.00
594	Fantasyland Hotel		\$4,313.13
595	Ben's Auto Glass		\$4,149.56
596	Precision Electro Mechanical		\$4,127.03
597	Nova Pole International Inc		\$4,079.25
598	Aqua Data Atlantic		\$4,034.85

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
599	Riverside Public School		\$4,000.00
600	Millsap Fuel Distributors		\$3,978.35
601	Prince Albert Child Care Co-operative		\$3,976.72
602	Fabco Plastics Saskatoon Ltd.		\$3,960.82
603	Municipal Information Systems Assoc. Prairies Chapter		\$3,954.82
604	Nicole Sawchuk In Trust		\$3,950.00
605	Facebook Inc.		\$3,940.59
606	Best Western Hotels		\$3,890.86
607	Institute of Transportation Engineers		\$3,889.38
608	ecOzone		\$3,885.00
609	Gray's Funeral Chapel Ltd./Arbor Memorial Inc.		\$3,879.75
610	Arts Touring Alliance of Alberta		\$3,875.55
611	Equinox Industries Ltd		\$3,805.25
612	Western Imperial Magnetics LTD.		\$3,747.63
613	Grand & Toy		\$3,730.22
614	CTOMS		\$3,663.16
615	Rotork Controls Canada Ltd		\$3,641.94
616	CGI Information Systems & Mgt Consultants Inc		\$3,607.50
617	Porter Music Management		\$3,575.00
618	Donna Strauss		\$3,575.00
619	Vallen Canada Inc.		\$3,525.06
620	Gallus Golf LLC		\$3,512.85
621	BGE Service & Supply		\$3,511.14
622	I Book Shows Inc.		\$3,500.00
623	Saskatchewan Safety Council		\$3,490.00
624	Levitt Safety Limited		\$3,473.58
625	National Process Equipment Pumps & Compressors		\$3,434.70
626	Costco.ca		\$3,430.59
627	Flame Tech Combustion Services Inc		\$3,428.24
628	Marcy Friesen		\$3,394.75
629	Graffiti Music Company		\$3,350.00
630	Ina Holmen		\$3,349.17
631	St. Johns Ambulance		\$3,341.96
632	Chartered Professional Accountants of Saskatchewan		\$3,318.00
633	Tee-on Golf Systems Inc.		\$3,316.68
634	R & R Products Inc		\$3,302.18
635	Michelle Truman		\$3,300.00
636	Cummins Western Canada		\$3,276.14
637	Rideau Recognition Solutions Inc.		\$3,246.75
638	RCMP "K" Division F.S.S.B.		\$3,237.43
639	ADB Safegate Canada Inc		\$3,231.90
640	Cypress Sales Partnership		\$3,224.89
641	Cludo Inc		\$3,208.80
642	WSP E & I Canada Ltd.		\$3,186.63
643	i2 Inc.		\$3,163.97
644	Practica Ltd		\$3,097.87

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
645	Peavey Mart		\$3,085.37
646	OCR Canada		\$3,082.25
647	Mac Tools		\$3,055.68
648	Wal-Mart Canada Corp.		\$3,050.89
649	MLT Aikins LLP		\$3,044.75
650	Radius Entertainment		\$3,023.36
651	Prince Albert and Area Athletic Association		\$3,000.00
652	Prince Albert Minor Softball Association		\$3,000.00
653	Townfolio Inc o/a Munisight Ltd.		\$2,997.00
654	Absolute Fire Protection		\$2,996.86
655	Xtreme Wear Parts Inc		\$2,971.50
656	Prince Albert Photocopier Ltd.		\$2,971.25
657	Leon's Furniture		\$2,960.37
658	George Glenn		\$2,955.00
659	Arts Management Systems		\$2,934.75
660	SKW Consulting & Psychological Services		\$2,900.00
661	BIOMED Recovery & Disposal		\$2,878.65
662	Rod's Decorating Centre Ltd.		\$2,862.71
663	Tire Stewardship of Saskatchewan Inc.		\$2,808.75
664	Canadian Association of Chiefs of Police(CACP/ACCP)		\$2,804.55
665	Canadian Urban Transit Association		\$2,803.97
666	Big Sisters/Big Brothers Prince Albert & District Inc.		\$2,800.00
667	Crisis & Trauma Resource Institute		\$2,783.02
668	Extreme Technology		\$2,748.08
669	Prinoth Ltd.		\$2,737.72
670	FLSmith USA, Inc - Tuscon Operations		\$2,723.54
671	Dafco Filtration Group		\$2,710.63
672	Canadian Assoc of Police Governance		\$2,710.60
673	Alan Ruder		\$2,706.00
674	St. Mary's High School		\$2,690.95
675	Chartered Professionals in Human Resources		\$2,677.50
676	Merit Manufacturing Inc		\$2,673.30
677	Tenaquip Ltd.		\$2,668.71
678	Gabrielle Giroux		\$2,664.00
679	Lindsay Urquhart		\$2,661.12
680	CP Distributors Ltd.		\$2,655.66
681	Steve's Auto Electric		\$2,635.35
682	Fort Garry Industries Ltd.		\$2,629.99
683	Northern Weld Workz		\$2,622.37
684	Pro-Tech Alarm System Services		\$2,593.40
685	Aquam Inc		\$2,553.70
686	Custom Covers		\$2,539.87
687	Sutton Place Hotel		\$2,522.13
688	Urban Tactical (Winnipeg) Ltd.		\$2,518.59
689	Kin Enterprises Inc.		\$2,505.94
690	Harvey Anderson		\$2,500.00

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
691	Diamondfield Entertainment Inc.		\$2,500.00
692	Water Blast Manufacturing LP		\$2,495.55
693	Signature Coins		\$2,448.07
694	Windsor Plywood		\$2,436.44
695	Weber Supply Distributors		\$2,428.25
696	Eaton Industries (Canada) Company		\$2,405.37
697	Ecole St. Mary High School		\$2,400.00
698	Winn 911 Software		\$2,367.29
699	ALS Environmental		\$2,361.24
700	WFR Wholesale Fire & Rescue		\$2,361.08
701	Rempel Engineering & Management Ltd.		\$2,349.60
702	The Slocan Ramblers Ltd.		\$2,337.50
703	Tree Pottery Supply Ltd		\$2,332.90
704	Marsollier Petroleum		\$2,294.97
705	Cansel		\$2,289.86
706	TNT Work & Rescue Inc		\$2,245.89
707	North-Line Canada Ltd		\$2,245.20
708	Shellbrook Home Hardware		\$2,237.76
709	CJC & Co. LLP		\$2,208.30
710	Prairie Wild Consulting Co.		\$2,205.00
711	Holiday Inn Hotel		\$2,200.62
712	LJ Kimbley		\$2,200.00
713	U11 B Knights		\$2,200.00
714	Ecco Heating Products Ltd.		\$2,195.93
715	Prairie Mobile Communications		\$2,195.13
716	Jesse Heit		\$2,187.25
717	Transportation Association of Canada		\$2,181.07
718	Active Network Ltd.		\$2,144.52
719	Vermeer Canada Inc.		\$2,141.95
720	National Fire Codes		\$2,135.38
721	Trisha Ermine-Umpherville		\$2,118.00
722	Superstore		\$2,030.03
723	Micah Daniels		\$2,000.00
724	Prince Albert Festival of Dance		\$2,000.00
725	Prince Albert Warhawks		\$2,000.00
726	The Feldman Agency Inc.		\$2,000.00
727	U11 Prince Albert Astros		\$2,000.00
728	U13 A Moose		\$2,000.00
729	U9 B Rangers		\$2,000.00
730	Eric Cline		\$1,991.45
731	Mid Continental Pump Supply		\$1,978.02
732	Fairplay Corporation		\$1,969.27
733	Your Lifes Path		\$1,955.14
734	ABC Fire & Safety Equipment		\$1,951.38
735	Prince Albert Alarm Systems Ltd		\$1,934.73
736	Bluebeam, Inc.		\$1,917.93

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
737	Blue Moose Media Inc		\$1,915.65
738	Grey Eagle Resort and Casino		\$1,911.58
739	ATS Traffic Ltd		\$1,909.20
740	Reflections Auto & Window Glass		\$1,888.40
741	Luther College		\$1,883.62
742	Vermette Wood Preservers Ltd.		\$1,863.75
743	Shoppers Drug Mart a/o 102141239 Sask Ltd.		\$1,854.44
744	CPKN Network Inc.		\$1,853.25
745	Commercial Truck Equipment Corp		\$1,832.67
746	Prince Albert Mintos		\$1,800.00
747	Prince Albert Northern Bears		\$1,800.00
748	Special Olympics Saskatchewan		\$1,800.00
749	U15 Cyclones		\$1,800.00
750	Living Skies Reporting Ltd		\$1,771.88
751	Park Town Hotel		\$1,769.76
752	Pitney Bowes		\$1,769.71
753	Executive Convention Management		\$1,764.00
754	International Association of Airport Executive Canada		\$1,757.70
755	Dana Strauss		\$1,750.00
756	OTIS Canada Inc		\$1,745.42
757	Tradewind Scientific Ltd		\$1,741.95
758	Scentiments Floral Ltd.		\$1,713.37
759	SSL.com		\$1,708.47
760	Delaney Swystun		\$1,696.00
761	Twilight Framing & Gallery		\$1,695.24
762	Tony Fitzgerald		\$1,689.00
763	Rassetica Testing Ltd.		\$1,687.81
764	Denver Cross		\$1,667.52
765	Cherry Insurance		\$1,665.00
766	Evergreen Nissan		\$1,664.15
767	U11 C Wolves		\$1,650.00
768	101004487 Sask Ltd HVAC Service		\$1,626.15
769	Darcy Myers		\$1,623.43
770	Parkland Ambulance Care Ltd.		\$1,618.10
771	Jaguar Media Inc.		\$1,617.00
772	Auto Details on 6th Ltd.		\$1,612.83
773	Murrays Appliance Service		\$1,608.95
774	American 3B Scientific, LP		\$1,602.43
775	Lauren Lohneis		\$1,600.00
776	Joel Miedema		\$1,590.00
777	Portapay.com		\$1,586.23
778	Tim Hortons		\$1,551.27
779	Wounded Warriors Magazine		\$1,548.75
780	ISA - Prairie Chapter		\$1,547.47
781	Wanuskewin Heritage Park Auth.		\$1,541.86
782	Pet Planet		\$1,510.54

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
783	Alberta Airports Management Association		\$1,500.00
784	Mike Langlois		\$1,500.00
785	Park Range Veterinary Services		\$1,492.83
786	Isidoro Lora - Tamayo Villacieros		\$1,487.50
787	Donald Beuker		\$1,478.44
788	Kathy McMullin		\$1,472.01
789	Colby Lavigne		\$1,438.12
790	Rogue Fitness		\$1,434.12
791	Trane Canada ULC		\$1,420.80
792	Amy Bishop		\$1,417.50
793	Nora Vedress		\$1,410.92
794	Saskatchewan Professional Planners Institute		\$1,404.12
795	Air Liquide		\$1,404.09
796	PACI Dance - More than a Room		\$1,403.05
797	U9 C Bruins		\$1,400.00
798	Victoria Hospital Foundation		\$1,400.00
799	Tenco Inc		\$1,378.09
800	Mann-Northway AutoSource		\$1,375.59
801	Stockyards (Prince Albert) Limited Partnership		\$1,358.01
802	Lisa Larocque		\$1,338.75
803	Jennifer Greyeyes c/o Serene Cleaing Services		\$1,325.00
804	Tanya Sinclair		\$1,312.50
805	Powerland Computers		\$1,308.53
806	Alt Hotels		\$1,304.49
807	Intuiface		\$1,302.00
808	U9 A Leafs		\$1,300.00
809	Canadian Association of Fire Chiefs		\$1,283.35
810	Canadian Golf Superintendents Association		\$1,276.27
811	Home Inn & Suites		\$1,271.21
812	Spoto o/a Xiongmaoton		\$1,268.75
813	Taylor Risk Solutions Inc		\$1,260.00
814	Currentware Inc		\$1,257.48
815	Carverhill Counselling & Consulting Ltd.		\$1,250.00
816	Jenna Strauss		\$1,250.00
817	Days Inn		\$1,249.04
818	Eventbrite		\$1,245.38
819	Lloyd Libke Law Enforcement Sales Inc.		\$1,238.99
820	California State University		\$1,235.81
821	Sandman Hotels		\$1,230.08
822	Lucky Bastard Distillers		\$1,214.40
823	Hero Products Group		\$1,213.44
824	Churchill Regional Skating		\$1,200.00
825	Operator Certification Board		\$1,200.00
826	Darcy Sander		\$1,200.00
827	U11 A Hawks		\$1,200.00
828	Wingate by Wyndham		\$1,192.70



No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
829	Bell Mobility Inc.		\$1,186.73
830	Crestline Coach Ltd.		\$1,165.51
831	Evolution AV Ltd.		\$1,165.50
832	Athens Technical Specialists Inc.		\$1,158.84
833	Fraser Spafford Ricci Art & Archival Conservation Inc.		\$1,155.00
834	Safeway Canada Ltd.		\$1,151.19
835	Justice Institute of British Columbia		\$1,142.42
836	Fairmont Hotels		\$1,140.44
837	Caseware International Inc.		\$1,128.75
838	Gordon Hood		\$1,125.00
839	Joel Theatrical Rigging Contractors (1980) Ltd.		\$1,124.55
840	Janice Baldhead		\$1,119.00
841	Sask Polytechnic- Saskatoon Campus		\$1,116.38
842	Golf Saskatchewan		\$1,110.00
843	Holly Rae Yuzicapi		\$1,107.40
844	Production Lighting Ltd		\$1,105.25
845	Adobe Systems		\$1,100.57
846	eOne Integrated Business Solutions		\$1,100.00
847	Global Sign Inc.		\$1,095.98
848	ISACA		\$1,086.16
849	Adcom Solutions		\$1,083.92
850	Shelley Bird		\$1,080.00
851	Direct Dial. com		\$1,078.92
852	Folk Consulting Inc.		\$1,053.44
853	Alex Powalinsky o/a All my Relations Photography		\$1,050.00
854	SOS Communications Ltd		\$1,050.00
855	Caster Town		\$1,042.85
856	Rally Motors Ltd.		\$1,042.28
857	Darcy Dubuque		\$1,023.75
858	Communities Building Youth Futures Prince Albert		\$1,022.85
859	Westburne		\$1,018.28
860	Barndog Productions Inc.		\$1,010.76
861	Saskatoon Inn		\$1,008.38
862	ATAP Infrastructure Management Ltd		\$1,008.00
863	Calvary United Church		\$1,000.00
864	Dawson Dressler		\$1,000.00
865	Modeste McKenzie		\$1,000.00
866	Red Wolf Boxing Club		\$1,000.00
867	Rock Trout Cafe		\$1,000.00
868	Audry Neubuhr		\$999.18
869	Truck Outfitters Prince Albert Inc.		\$996.32
870	Construction Fasteners & Tools Ltd		\$995.72
871	Event Pro Software		\$993.93
872	Wolverine Supplies		\$986.61
873	Seven Oaks Motor In.		\$985.52
874	TBS Collision & Auto Glass Ltd.		\$982.99

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
875	McDougall Auctioneers Ltd.		\$982.67
876	Parkland Emergency Medical Services		\$981.30
877	Firehall Book Store		\$978.64
878	Brady		\$977.98
879	Stacey Friesen		\$959.64
880	P A Janitorial Services 1983		\$959.04
881	OCDetailing		\$954.00
882	K-Light Recycling		\$949.52
883	Petticoat Creek Press Inc.		\$945.00
884	Sylvia Chave		\$937.50
885	Michael's Store		\$929.97
886	Arctic Automotive and Marine Supply		\$926.00
887	Garry Vermette		\$920.30
888	Motion Industries Canada Inc.		\$915.00
889	Elizabeth M. Settee		\$913.50
890	Defense Metals Canada		\$910.29
891	Benjamin Schulz		\$908.91
892	Mr J's Maintenance Ltd.		\$907.43
893	Comprehensive Chemical & Water Treatment Inc.		\$901.44
894	Philip Cobb		\$895.00
895	The Clean Team		\$888.00
896	Carolyn Carleton		\$887.40
897	Jess I Harnett		\$871.35
898	Eliza Mary Doyle		\$849.80
899	Kiri Holizki		\$845.00
900	University of Alberta		\$845.00
901	Industrial Fluid Consultants		\$844.58
902	Project Management Institute, Inc.		\$840.95
903	Justin LaBrash		\$840.00
904	Municipal World Inc		\$834.75
905	Adnet Agency		\$829.50
906	Army Navy & Airforce Vets		\$827.88
907	Kinsmen Senior Heritage Centre		\$827.88
908	PA Legion		\$827.88
909	Linkedin		\$823.37
910	Prince Albert Early Childhood Council		\$820.00
911	JamFam Apparel and Designs		\$816.00
912	Shaun Warkentin		\$808.95
913	Constant Contact		\$805.34
914	Crown Cleaners		\$805.02
915	Carrie Martel		\$800.98
916	Wachs Canada Ltd		\$782.46
917	T.J.s Pizza		\$777.80
918	Starlink		\$777.00
919	Madelyn Ouellett		\$775.00
920	The Sign Shack		\$770.96

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
921	Government Finance Officers Association		\$764.54
922	Prince Albert Music Festival Association		\$762.15
923	Challenges Unlimited Inc.		\$752.97
924	Michael Adona		\$750.91
925	Lavoie Stonechild Law Office		\$750.00
926	Bethany Leachman		\$750.00
927	Allison Matchap		\$750.00
928	Pamela Nelson		\$750.00
929	Canada Ticket Inc		\$745.64
930	Northern Elite Firearm		\$743.64
931	Suntech Systems Ltd.		\$742.71
932	Saskatoon Airport Authority		\$739.00
933	Don's Photo Shop		\$735.93
934	A+ Contracting		\$735.00
935	Comfort Inn		\$733.63
936	Wix.com		\$730.28
937	Belinda Bratvold		\$730.00
938	Doty Belt		\$724.57
939	Mark's Work Wearhouse		\$720.16
940	Art Schifft		\$719.25
941	Irvin & Toni Hamilton		\$714.50
942	PAYPAL		\$712.30
943	Ed Urbaniak		\$708.75
944	Greg Siegel		\$701.32
945	WPY Insight Training		\$700.34
946	Ethan Ostafichuk		\$700.00
947	Rogers Wireless Inc.		\$699.14
948	Genelle Amber Studios		\$699.00
949	THM Industrial Audiology		\$695.00
950	Mail Chimp .com		\$691.13
951	Saskatchewan Federation of Police Officers		\$690.00
952	Integ Controls and Instrumentation Inc		\$685.13
953	Saskatchewan Building Officials Association		\$684.00
954	306 Tactical		\$672.84
955	Town of Rosthern		\$666.66
956	Town of Duck Lake		\$666.66
957	Town of Shellbrook		\$666.66
958	Alberta Professional Planners Institute		\$665.72
959	Harley Davis		\$665.56
960	Flo-Draulic Controls Ltd		\$661.23
961	Teri Crain		\$656.00
962	Dave Henson		\$654.50
963	Bonnie Bailey		\$654.39
964	Macbeeners Business Goods PA		\$651.28
965	Associated Fire Safety Group		\$649.35
966	Market Tire Prince Albert		\$648.57

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
967	Sheila Devine		\$646.74
968	Stefan Schultz		\$643.80
969	E Z Texting		\$640.72
970	Gerald Fillmore		\$634.00
971	Sport Tourism Canada		\$630.00
972	Ministry of Social Services		\$626.88
973	Shell Canada		\$624.33
974	Actionwear Saskatoon Inc.		\$621.60
975	Paul DM Papp		\$621.60
976	MyZone Printing		\$621.37
977	Cut Casual Steak & Tap		\$614.64
978	East Hill Esso		\$614.61
979	Grammarly Inc.		\$611.37
980	Haix North America		\$609.98
981	Saskatchewan Liquor & Gaming Authority		\$609.00
982	OGP Enterprises Inc		\$607.95
983	Skye Brandon		\$600.00
984	Karla Kloeble		\$600.00
985	Off The Cuff Improv & Interactive		\$600.00
986	Prince Albert Parkland Health Region		\$600.00
987	Regional Community Airports of Canada		\$600.00
988	Richard Caron		\$592.52
989	Eco Management Services Inc		\$590.86
990	Sask Polytechnic-Moose Jaw Campus		\$578.75
991	Shyanne Surtees		\$578.00
992	Todd Antaya		\$577.50
993	Slow Burn Recycling Services		\$574.24
994	North Star Signs		\$564.99
995	Francis & Michelle Delurey		\$561.59
996	Secure Choice Moving & Storage		\$560.31
997	Sheraton Cavalier Hotel		\$556.78
998	Bill Stevenson Photography		\$556.50
999	Trimble Inc		\$550.36
1000	Ian Dickson		\$550.00
1001	Fabian Minnema		\$550.00
1002	Gillian Snider		\$550.00
1003	Venice House		\$546.46
1004	Roy Klein		\$546.00
1005	TES Instruments		\$546.00
1006	Covert Track Group, Inc		\$543.02
1007	Canva Pty Ltd		\$541.99
1008	Al Dyer		\$541.90
1009	Technology Professionals Saskatchewan		\$540.00
1010	Party City		\$538.55
1011	Jamie Chartrand		\$536.00
1012	Asset Management Saskatchewan Inc.		\$525.00

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
1013	Glen Huffman		\$525.00
1014	Joesoftware Inc.		\$525.00
1015	The Procurement School		\$525.00
1016	Vue It Communication		\$524.29
1017	Expedia.ca		\$524.08
1018	Alamo Rent-a-Car		\$522.88
1019	SPI Health and Safety Inc.		\$521.70
1020	Shari Ilnisky		\$520.86
1021	Living Skies Window Tint		\$510.60
1022	Crane Supply		\$508.75
1023	Jordan Gabriel-Cannon		\$507.00
1024	Lululemon Athletics		\$506.16
1025	Economic Developers Association of Canada		\$503.29
1026	Canadian Mental Health Assoc - PA Branch		\$500.00
1027	Canadian Police Canine Association		\$500.00
1028	Ailah Carpenter		\$500.00
1029	City of Red Deer		\$500.00
1030	Kari Korczak		\$500.00
1031	P A Outreach Program Inc.		\$500.00
1032	Repair Cafe		\$500.00
1033	Service d'Accueil et d'Inclusion Francophone SK		\$500.00
1034	K-9 Dynamics		\$499.68
1035	Erlo Pederson		\$495.34
1036	Custom Blinds		\$493.95
1037	Canalta Hotel		\$489.83
1038	Saskatchewan Seniors Fitness Association Inc.		\$483.64
1039	Theodore Ruskowski		\$482.60
1040	Doug Dietrick		\$477.30
1041	Assoc. of Professional Engineers & Geoscientists		\$472.50
1042	Adeline Gunnarson		\$468.50
1043	Sea Hawk		\$461.67
1044	Double Tree Hotel		\$460.67
1045	Guillevin International Inc.		\$460.65
1046	Neighborhood Caterers		\$459.54
1047	Wurth Canada Ltd.		\$457.51
1048	Premium Data Office Supplies Inc.		\$456.20
1049	Paras Properties Ltd.		\$452.85
1050	NASTT		\$450.65
1051	Elise Dang		\$450.00
1052	Kathi Lewis		\$450.00
1053	Ball Baby Pro		\$448.66
1054	Jenson Publishing		\$446.25
1055	Keethanow Food Supermarket		\$444.00
1056	6th Avenue Car Wash		\$439.56
1057	Taras Berkach		\$432.90
1058	Graham Jahn		\$427.35

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
1059	Hermes Saavedra		\$427.35
1060	Nicholas Shatilla		\$427.35
1061	Jeremy Lukan		\$426.12
1062	Frank Dunn Trailer Sales		\$426.00
1063	Joel Jimenez		\$421.80
1064	Wayne Kleemola		\$421.80
1065	Missinipi Broadcasting Corp.		\$420.00
1066	Sask Assoc of Fire Chiefs		\$420.00
1067	Hyatt Regency Calgary		\$419.65
1068	Zoom Canada		\$419.40
1069	Shaunna Shatilla		\$418.50
1070	CaseGuard Studio		\$418.01
1071	Shannon McCallum		\$415.50
1072	Pizza Hut		\$413.14
1073	PA Community Housing Society Inc.		\$410.70
1074	St. Albert Inn & Suites		\$408.75
1075	Joyce Hamilton		\$408.00
1076	Elaine Breadner		\$407.93
1077	Mathew Lypchuk		\$406.15
1078	Virginia German		\$405.78
1079	Central Security B.P.G		\$400.00
1080	Alex Chisholm		\$400.00
1081	CSMR Enterprises Inc.		\$400.00
1082	Zachary Kerr		\$400.00
1083	Brock Skomorowski		\$400.00
1084	Stephen Williams		\$400.00
1085	Ron Polowski		\$399.60
1086	Survey Monkey		\$399.60
1087	Chinook Equipment		\$397.31
1088	Esso		\$395.79
1089	Farmtronics Ltd.		\$395.64
1090	Chris Kinch		\$394.05
1091	Professional Standards Board		\$393.75
1092	Gratchen Grison		\$393.50
1093	TeamViewer GmbH		\$386.28
1094	Wiens Signage Inc. o/a Magnetsigns NW		\$383.25
1095	Mother Earth Tobacco		\$380.62
1096	Roofmart Prairies Ltd.		\$376.30
1097	MVP Athletics Supplies		\$375.89
1098	Mr. Mikes Steakhouse		\$375.12
1099	Travel Junction		\$375.04
1100	The Gallery Art Placement Inc.		\$373.38
1101	Arnie's Guns & Archery		\$372.79
1102	Canadian Property Tax Association		\$367.50
1103	Gateway North Towing		\$367.50
1104	Trevor Gunville		\$367.50

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
1105	PFU Canada Inc		\$364.08
1106	Stockdales Electric Motor Corp.		\$362.83
1107	Doug Allen		\$360.00
1108	Marriott Hotels & Resorts		\$357.83
1109	Lillian Donahue		\$357.74
1110	Ballast Shop		\$355.50
1111	Spartan Controls Ltd.		\$352.98
1112	Manchur Pools & Spas (1989)		\$352.54
1113	Lyndon J Linklater		\$350.00
1114	Lake Land Towing		\$346.50
1115	Kennedy Erickson		\$344.96
1116	Zazzle		\$341.61
1117	Infinite Cables		\$340.04
1118	Publications Saskatchewan		\$337.10
1119	Saskatchewan Polytechnic-Prince Albert Campus		\$336.00
1120	Fitness Solutions		\$331.89
1121	Food & Fuel c/o 101212525 Sk Ltd.		\$330.00
1122	Denise Taylor		\$330.00
1123	Cydnee Sparrow		\$325.45
1124	Opening Doors to Tomorrow		\$325.00
1125	American Water Works Assoc		\$323.33
1126	Fred Isayew		\$322.89
1127	Melanie Pederson		\$321.40
1128	Safety Wear Canada		\$316.57
1129	Sigma Inn & Suites		\$315.24
1130	Shermco Industries Canada Inc.		\$315.00
1131	Madd Message		\$313.95
1132	Creative City Network of Canada		\$310.00
1133	University of Minnesota		\$309.40
1134	World Water Operator Training Company		\$307.65
1135	Brad's Appliance Repair		\$305.25
1136	Saskatchewan Parks & Recreation Association		\$305.00
1137	Danielle Hamilton		\$304.36
1138	Dennis Adams		\$300.00
1139	Leane Bear		\$300.00
1140	Samantha Burnouf		\$300.00
1141	Tia Furstenberg		\$300.00
1142	Keisha Gamola		\$300.00
1143	Mick Gratias		\$300.00
1144	Hope's Home Inc.		\$300.00
1145	Dean Kushneryk		\$300.00
1146	Prince Albert Highlanders Pipes & Drum		\$300.00
1147	Herbert Gratias		\$296.93
1148	Crystal Clarke		\$296.13
1149	Lorri Ma		\$296.13
1150	Lorna Stubel		\$296.13

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
1151	Mega Tech		\$296.12
1152	Entrust Ltd		\$295.70
1153	Home Depot		\$294.70
1154	Jessie Lepine		\$294.40
1155	Advanced Municipal Solutions		\$294.00
1156	Bev Amonson		\$294.00
1157	Community Drug Alert Online		\$288.75
1158	Big Hill Services Ltd.		\$286.79
1159	Wayfair.ca		\$286.36
1160	Grand Prairie Fluid System Technologies Inc		\$283.54
1161	Lynn Phaneuf		\$281.66
1162	SmartSafety Software, Inc		\$281.21
1163	Prince Albert Construction Association		\$279.72
1164	Anh Quang Do		\$277.50
1165	Hannah Nicholson		\$277.50
1166	Garden of Dreams		\$277.32
1167	Carswell		\$277.20
1168	International Municipal Signal Assoc.		\$273.88
1169	Morgan Burns		\$273.00
1170	Grace Vedress		\$273.00
1171	UPS Canada LTD.		\$272.41
1172	BD Properties		\$271.95
1173	Brian Garson		\$267.95
1174	Tim Bettger		\$262.50
1175	Fall Protection Group		\$262.50
1176	Glenn Patey		\$258.75
1177	Legacy Lowering Device		\$256.20
1178	Share Canada		\$254.26
1179	Jack Vermette		\$253.86
1180	Paul Walker		\$253.50
1181	Rocky Brands Canada Inc.		\$252.00
1182	Denise Jones		\$251.50
1183	Carnell Sales Inc		\$251.49
1184	Dwayne Cameron		\$250.00
1185	Veryl Coghill		\$250.00
1186	CURE Foundation		\$250.00
1187	Rebecca Fines		\$250.00
1188	Lynda Monahan		\$250.00
1189	Stephanie Rose Music		\$250.00
1190	The Terry Fox Foundation		\$250.00
1191	Travelodge		\$249.24
1192	Harold's IGA		\$248.95
1193	911 Gear Canada		\$247.63
1194	Nicole Toutant		\$244.50
1195	Corinne Olson		\$243.63
1196	Pineland Metal Products Inc.		\$240.00

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
1197	Receiver General of Canada		\$240.00
1198	Apple		\$239.63
1199	EaseUS		\$237.45
1200	Hilti Canada Corp.		\$235.48
1201	Barry Swanson		\$234.88
1202	Morris Petruniak		\$234.15
1203	Red Swan Pizza		\$232.53
1204	Fedex		\$232.01
1205	Cherlock & Safe		\$231.99
1206	Light in the Box .com		\$231.75
1207	Flipsnack		\$231.46
1208	Michelle McAuley		\$229.45
1209	Lambert Distributing Inc.		\$229.09
1210	Hassett Properties		\$227.55
1211	Anisha Gillespe		\$225.00
1212	J2 Efax		\$224.82
1213	Pinnacle Distribution Saskatoon		\$223.15
1214	QuillBot		\$220.86
1215	Altec Industries Ltd.		\$218.19
1216	International Institute of Business Analysis		\$213.84
1217	Original Joes		\$211.90
1218	Comptia		\$211.61
1219	Kevin Bremner		\$210.00
1220	Nicolle Degagne		\$210.00
1221	Dive Rescue International, Inc.		\$210.00
1222	Carrie Ikert		\$210.00
1223	Starbucks		\$210.00
1224	Kayanna Rae Wirtz		\$210.00
1225	Lucid Software Inc.		\$206.46
1226	B & E Industrial Electronics		\$203.82
1227	BC Ferries		\$201.10
1228	Greg Podjan		\$201.00
1229	Kaboom Kettle Corn		\$200.00
1230	Saskatchewan Association of City Clerks		\$200.00
1231	Strategic Alarms		\$200.00
1232	Telus Security		\$200.00
1233	Wahpeton Dakota First Nation		\$200.00
1234	Perry Radke		\$199.80
1235	Claire Wouters		\$199.80
1236	Language Linx Ltd		\$197.75
1237	Shirley McLennan		\$196.86
1238	Cameron Instruments Inc.		\$194.25
1239	Name Tag Wizard		\$192.75
1240	Eric Su, Kam Hua		\$189.41
1241	Heavy Construction Safety Association		\$188.44
1242	Vimeo Inc.		\$186.48

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
1243	Giant Tiger		\$182.48
1244	Lloyd McLennan		\$180.38
1245	Marg Power		\$180.38
1246	Royal Canadian Legion BR. #2		\$180.00
1247	Supplement World		\$179.80
1248	Internet Infinity- Voice Me Up		\$176.03
1249	Mike Mogg		\$175.00
1250	P A Housing Authority		\$174.83
1251	Bulk Barn		\$173.91
1252	Enviroway Detergent Manufacturer		\$173.28
1253	SIGMA Assessment Systems, Ltd		\$172.14
1254	Clique Hotels		\$171.84
1255	Lesley K. Bear		\$170.00
1256	VMware		\$169.27
1257	YasTech Developments Inc.		\$166.50
1258	Metis Central Region 2 Council Inc		\$166.00
1259	Moores		\$165.34
1260	Dropbox Inc.		\$165.23
1261	Surepassexam.com Inc.		\$165.01
1262	S.T.O.P. Restaurant Supply Ltd		\$164.04
1263	Vista Print. ca		\$163.15
1264	Hampton Inn		\$162.41
1265	Bison Cafe		\$162.20
1266	Victoria's Tavern - Normanview		\$162.12
1267	Kirk Pilon		\$160.00
1268	Rawlco Radio Ltd.		\$157.50
1269	WIKA Instruments Ltd.		\$156.47
1270	Cut2MeDesigns LLC		\$155.49
1271	Prince Albert Wand Wash		\$155.00
1272	Christina M Ferchuk		\$154.44
1273	101270529 Saskatchewan Ltd.c/o Winmar		\$153.00
1274	City of Meadow Lake		\$152.05
1275	Alex Flett		\$150.00
1276	Brenner Holash		\$150.00
1277	Kelly Kawula		\$150.00
1278	Wayne Smith		\$150.00
1279	Subway		\$150.00
1280	Gordon Vancoughnett		\$150.00
1281	Microtel Inn & Suites		\$143.19
1282	The Atlas Hotel		\$142.25
1283	Petro Canada Inc.		\$142.11
1284	Tammie Leonard		\$138.60
1285	Varial Technologies Inc.		\$135.40
1286	Dollar Tree		\$134.16
1287	Sask Auto Fund		\$134.00
1288	Fast Stamps		\$133.20

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
1289	Kim Jones		\$131.25
1290	Etsy.com		\$131.03
1291	Creative Market		\$131.02
1292	SUSPA		\$130.56
1293	Humpty's Family Restaurant		\$128.80
1294	Prince Albert Golf and Curling Club		\$128.30
1295	Prairie North Co-op		\$126.48
1296	Doctor John's Towing		\$126.00
1297	Melissa Cournoyer		\$125.00
1298	Saskatchewan Turfgrass Association		\$125.00
1299	Warren Nekurak		\$121.67
1300	Microsoft 365		\$120.99
1301	Dennis Brown		\$120.92
1302	Lorne Courouble		\$120.92
1303	Duane Karlstrom		\$120.92
1304	John Morrall		\$120.92
1305	Joel Mihilewicz		\$120.00
1306	BackStage Music		\$118.75
1307	T C Garage Gas Station		\$118.00
1308	Sidney On The Run		\$117.05
1309	PicMonkey		\$115.20
1310	The Source		\$111.72
1311	The Welding Shop		\$111.00
1312	Circle K		\$110.73
1313	La Ronge Hotel & Suites		\$109.27
1314	Clement G Roy		\$109.18
1315	Prairie Sky Co-op		\$109.00
1316	Riverview Mechanical Ltd.		\$106.01
1317	Economic Developers Alberta		\$105.00
1318	Ethel Mathers		\$105.00
1319	Paws Here Canine Services		\$105.00
1320	Sask. Association of Rural Municipalities		\$105.00
1321	Music Theatre International		\$104.07
1322	Save on Foods		\$101.93
1323	Nancy Pistun		\$101.41
1324	AVSHop.ca		\$100.66
1325	Ruchita Patel		\$100.46
1326	API Alarms Inc.		\$100.00
1327	Dave Arsenault		\$100.00
1328	Adam Balon		\$100.00
1329	Chord Fehr		\$100.00
1330	Multicultural Council of Saskatchewan		\$100.00
1331	National Hotel		\$100.00
1332	Jessica Rabbitskin		\$100.00
1333	Sturgeon Lake First Nation		\$100.00
1334	Tru North RV, Auto & Marine		\$99.89

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
1335	Alberta Fire Chiefs Association		\$98.96
1336	ColdFront Ltd		\$98.75
1337	Lloydminster Co-op		\$98.01
1338	Husky Oil		\$97.27
1339	Blueline Taxi		\$97.22
1340	Family Pizza		\$97.08
1341	PA Pest Control Inc		\$94.50
1342	Pharmasave		\$94.49
1343	Ruth Griffiths		\$90.00
1344	ATPS Taxi & Limo Service		\$89.70
1345	Boston Pizza		\$89.29
1346	Shoppers Drug Mart - JASH RX Enterprises Ltd.		\$88.72
1347	Fas Gas Oil Ltd.		\$86.83
1348	Sootsoap Supply Co.		\$82.32
1349	Michelle Maculey		\$80.45
1350	Canadian Artists Representation		\$80.00
1351	Bonnie Hryniuk		\$80.00
1352	Dallas Robert McLeod-Lacendre		\$80.00
1353	Salvation Army		\$80.00
1354	Quality Bearings		\$79.08
1355	Go Daddy.com Inc.		\$78.96
1356	Brad Dent		\$78.75
1357	Yosef Siwy		\$78.75
1358	Byron Yeo		\$78.75
1359	Impark		\$78.50
1360	A & W Restaurants		\$78.02
1361	Jam Software		\$77.27
1362	The International Assoc of Assessing Officers		\$76.48
1363	Mediapress Ltd.		\$75.34
1364	Integromat LLC		\$75.06
1365	Canadian Police Chaplain Association		\$75.00
1366	Kelly Clark		\$75.00
1367	Economic Developers Association of Manitoba		\$75.00
1368	Logan Edwards		\$75.00
1369	Jonathon Karabekian		\$75.00
1370	Saskatchewan Assessment Management Agency		\$75.00
1371	Saskatchewan Women In Policing		\$75.00
1372	Kim Villeneuve		\$75.00
1373	Montana's		\$73.96
1374	Malenfant Enterprises Ltd.		\$73.57
1375	The University of Manitoba		\$73.50
1376	Winacott Equipment Group		\$72.50
1377	Saskatoon Coop		\$72.41
1378	AutoAuth Service		\$69.77
1379	Dynamic Communities LLC		\$67.22
1380	Spotify		\$66.54

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
1381	DS Tactical		\$65.52
1382	Minute Muffler		\$63.65
1383	Schmalz Enterprises		\$63.00
1384	Cenex Whitefish		\$61.60
1385	Ashly Cabinets & Windows		\$60.71
1386	Dolores Beaulieu		\$60.00
1387	Ricky's All Day Grill		\$59.35
1388	Kilo Lima Code School		\$59.00
1389	Canadian Wood Council		\$58.02
1390	Arts Reach Unlimited		\$57.97
1391	Victoria Square Pharmacy		\$57.92
1392	Bell Media Inc		\$57.75
1393	Steel Craft Door		\$55.94
1394	JYSK		\$55.48
1395	Gas Plus Station		\$55.18
1396	Nav Canada		\$55.13
1397	London Machinery		\$53.74
1398	M & M Food Market		\$52.47
1399	Torstar Group-Toronto Star Newspapers Ltd		\$52.45
1400	Midtown Plaza Inc.		\$52.00
1401	Smitty's Restaurant & Lounge		\$51.96
1402	U-Haul		\$51.66
1403	Perry Trusty		\$51.02
1404	Jason Reichle		\$50.79
1405	Lori Amy		\$50.00
1406	Ashley Auigbelle		\$50.00
1407	Cathy Bendle		\$50.00
1408	Lorna Blakeney		\$50.00
1409	Adreanna Boucher		\$50.00
1410	Janice DePeel		\$50.00
1411	Alex Fallon		\$50.00
1412	Nicholas Ferguson-Dodge		\$50.00
1413	Josh Gamlin		\$50.00
1414	Shauna Eveleigh Harris		\$50.00
1415	Vern Hodgins		\$50.00
1416	Martin Kiffiak		\$50.00
1417	Holly Knife		\$50.00
1418	Patricia Koivisto		\$50.00
1419	Kim Kuzak		\$50.00
1420	Anastasia MacColl		\$50.00
1421	Rijja Mansoor		\$50.00
1422	Ian McIntyre		\$50.00
1423	Michelle McKeaveney		\$50.00
1424	Laurie Muirhead		\$50.00
1425	Kim Neudorf		\$50.00
1426	Kim Orynik		\$50.00

No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
1427	Gabrielle Robertson		\$50.00
1428	Wendy Rowe		\$50.00
1429	Abigail Stead		\$50.00
1430	Ariana Stead		\$50.00
1431	Carrie Stene		\$50.00
1432	Natasha Thomson		\$50.00
1433	Denise Wilkinson		\$50.00
1434	Perlitz & Sons Trucking Ltd		\$49.05
1435	AllOnesie		\$48.76
1436	Capital Taxi		\$48.62
1437	Funky Moose Records		\$46.34
1438	Warren's Parcel Express Inc.		\$46.31
1439	Canada Computers Inc		\$46.12
1440	Prince Albert Police Service		\$45.45
1441	Synergee Canada		\$45.41
1442	Black Top & Checker Cabs		\$44.74
1443	Federal Express Canada Ltd.		\$43.41
1444	PetSmart		\$43.27
1445	Frontier Supply Chain Solutions		\$42.44
1446	Paddle.com Market Ltd		\$41.99
1447	Hilton Garden Inn		\$41.49
1448	Candice Constant		\$40.00
1449	P.A. Community Clinic		\$40.00
1450	Fabricland		\$39.96
1451	Tale Spinner Theatre		\$38.39
1452	Mobil		\$38.30
1453	Grouse Mountain Lodge		\$37.60
1454	Yellow Cab		\$35.10
1455	Associate Medical Clinic		\$35.00
1456	City Park Town		\$35.00
1457	WinRAR		\$34.01
1458	Surdell Taxi		\$34.00
1459	Tourism Saskatchewan		\$31.50
1460	Taco Time		\$31.24
1461	McDonald's Restaurants of Canada Ltd.		\$30.88
1462	Sherry LaFaver		\$30.46
1463	Prince Albert Tourism		\$30.31
1464	Coalition for Canadian Police Reform		\$30.00
1465	Judy Janzen		\$30.00
1466	PA TV & Audio Repair		\$29.97
1467	Jean Laurent Fournier		\$25.00
1468	Melissa Isbister		\$25.00
1469	Legends Medical Clinic		\$25.00
1470	Concept Controls Inc		\$23.31
1471	Samson Cook		\$22.50
1472	Purified Water Store		\$22.00



No.	Vendor Name	From 7/1/2023 to 7/31/2023	From Start of Year to 7/31/2023
1473	City of Prince Albert		\$20.00
1474	The Provincial Mediation Board		\$20.00
1475	Beverly Skotheim		\$20.00
1476	Burger King		\$19.40
1477	Crescent Park Pharmacy		\$15.50
1478	Cornwall Centre		\$15.00
1479	Duo Security LLC		\$13.82
1480	Prince Albert Valu Lots		\$12.20
1481	The Wall Street Journal		\$10.50
1482	Precise ParkLink		\$10.00
1483	City of Calgary		\$8.25
1484	Microsoftstore. Com		\$5.67
1485	Prince Albert Toyota		\$4.01
	Total:	\$16,827,046.15	\$67,396,686.14



City of
Prince Albert

MIN 23-75

TITLE: August 21, 2023 Destination Marketing Levy Advisory Committee Meeting Minutes

DATE: August 23, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

Be received as information and filed.

ATTACHMENTS:

1. Unofficial Minutes

Written by: Destination Marketing Levy Advisory Committee



CITY OF PRINCE ALBERT

DESTINATION MARKETING LEVY ADVISORY COMMITTEE REGULAR MEETING

MINUTES

**MONDAY, AUGUST 21, 2023, 2:05 P.M.
MAIN BOARDROOM, 2ND FLOOR, CITY HALL**

PRESENT: Mayor Greg Dionne
Councillor Dennis Ogradnick
Councillor Dawn Kilmer
Mona Selanders

Savannah Price, Secretary
Trina Bell, Administrator, Destination Marketing Fund

1. CALL TO ORDER

Mayor Dionne, Chairperson, called the meeting to order.

2. APPROVAL OF AGENDA

0013. **Moved by:** Councillor Kilmer

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. Add discussion regarding Summer Shindig Event and Proposed Policy Changes as Item No. 6.2; and,
2. Add discussion regarding Sponsorship Packages as Item No. 6.3.

Absent: Richard Ahenakew

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

0014. **Moved by:** Selanders

That the Minutes for the Destination Marketing Levy Advisory Committee Regular Meeting held June 29, 2023, be taken as read and adopted.

Absent: Richard Ahenakew

CARRIED

5. CORRESPONDENCE & DELEGATIONS

6. REPORTS OF ADMINISTRATION & COMMITTEES

6.1 Destination Marketing Fund Grant Application Form 2023 Northern Lights Casino Thanksgiving Pow Wow (RPT 23-325)

Verbal Presentation was provided by Trina Bell, Administrator, Destination Marketing Fund.

0015. **Moved by:** Councillor Ogradnick

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

1. That the Event Retention Destination Marketing Fund Grant Application from the 2023 Northern Lights Casino Thanksgiving Pow Wow Committee for funding the 2023 Northern Lights Casino Thanksgiving Pow Wow scheduled for October 6 – 8, 2023, in the amount of \$30,000, be approved;
2. That \$30,000 be funded from the Destination Marketing Levy Reserve; and,
3. That the Mayor and City Clerk be authorized to execute the Funding Agreement on behalf of The City, once prepared.

Absent: Richard Ahenakew

CARRIED

6.2 Discussion – Summer Shindig Event and Proposed Policy Changes (PRESENTED AT MEETING)

Verbal Presentation was provided by Trina Bell, Administrator, Destination Marketing Fund.

0016. **Moved by:** Councillor Ogradnick

That Administration bring forward a report to amend the Funding Model under Section 3.02 of the Destination Marketing Levy Policy, to increase the minimum number of hotel rooms from 0 to 20 in order to receive the \$1,500 funding.

Absent: Richard Ahenakew

CARRIED

6.3 Discussion – Sponsorship Package (PRESENTED AT MEETING)

Verbal Presentation was provided by Mayor Dionne.

7. UNFINISHED BUSINESS

8. ADJOURNMENT – 2:35 P.M.

0017. **Moved by:** Councillor Kilmer

That this Committee do now adjourn.

Absent: Richard Ahenakew

CARRIED

MAYOR GREG DIONNE
CHAIRPERSON

CITY CLERK

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



City of
Prince Albert

MIN 23-77

TITLE: August 21, 2023 Aquatic & Arenas Recreation Project Fundraising Committee Meeting Minutes

DATE: September 5, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

Be received as information and filed.

ATTACHMENTS:

1. Unofficial Regular Minutes
2. Unofficial Incamera Minutes

Written by: Aquatic & Arenas Recreation Project Fundraising Committee



CITY OF PRINCE ALBERT
AQUATIC & ARENAS RECREATION PROJECT
FUNDRAISING COMMITTEE
REGULAR MEETING

MINUTES

MONDAY, AUGUST 21, 2023, 4:00 P.M.
MAIN BOARDROOM, 2ND FLOOR, CITY HALL

PRESENT: Mayor Greg Dionne
Councillor Don Cody

Councillor Ogrodnick
Councillor Kilmer

Terri Mercier, City Clerk
Sherry Person, City Manager
Briane Vance, Senior Accounting Manager
Jody Boulet, Director of Community Services
Ramona Fauchoux, Director of Financial Services

ABSENT: Chief Tammy Cook-Searson

1. CALL TO ORDER

Mayor Dionne, Chairperson, called the meeting to order.

2. APPROVAL OF AGENDA

0004. **Moved by:** Councillor Cody

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

0005. **Moved by:** Councillor Cody

That the Minutes for the Aquatic & Arenas Recreation Project Fundraising Committee Incamera Meeting held April 4, 2023, be taken as read and adopted.

CARRIED

5. CORRESPONDENCE & DELEGATIONS

6. REPORTS OF ADMINISTRATION & COMMITTEES

6.1 Donation Policy and Procedure (RPT 23-249)

0006. **Moved by:** Councillor Cody

That RPT 23-249 be received as information and filed.

CARRIED

7. UNFINISHED BUSINESS

8. ADJOURNMENT – 4:06 P.M.

0007. **Moved by:** Councillor Cody

That this Committee do now adjourn.

CARRIED

MAYOR GREG DIONNE
CHAIRPERSON

CITY CLERK

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

UNOFFICIAL



MIN 23-81

TITLE: August 31, 2023 Golf Course Advisory Committee Meeting Minutes

DATE: September 6, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

Be received as information and filed.

ATTACHMENTS:

1. Unofficial Minutes

Written by: Golf Course Advisory Committee



CITY OF PRINCE ALBERT

GOLF COURSE ADVISORY COMMITTEE REGULAR MEETING

MINUTES

**THURSDAY, AUGUST 31, 2023, 2:30 P.M.
MAIN BOARDROOM, 2ND FLOOR, CITY HALL**

PRESENT: Mayor Greg Dionne
Councillor Don Cody
Mel Keating
Dawn MacAuley
Jeff McKeand (Attended at 2:46 p.m.)
Vimy Penner

Terri Mercier, City Clerk
Darcy Myers, Head Professional

1. CALL TO ORDER

Mayor Dionne, Chairperson, called the meeting to order.

2. APPROVAL OF AGENDA

0011. **Moved by:** MacAuley

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.

Absent: Brett Blakely and Jeff McKeand

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

0012. **Moved by:** Penner

That the Minutes for the Golf Course Advisory Committee Regular Meeting held April 6, 2023, be taken as read and adopted.

Absent: Brett Blakely and Jeff McKeand

CARRIED

5. CORRESPONDENCE & DELEGATIONS

6. REPORTS OF ADMINISTRATION & COMMITTEES

6.1 2024 Golf Course Improvements (RPT 23-333)

Verbal Presentation was provided by Pierre Vezeau, Golf Course Superintendent.

0013. **Moved by:** Keating

That the following be forwarded to an upcoming Executive Committee meeting for consideration:

That the following be included in the 2024 Budget deliberations for consideration:

That the 2024 Golf Course Pathway Improvement Plan, as attached to RPT 23-333, be approved.

Absent: Brett Blakely and Jeff McKeand

CARRIED

6.2 2024 Rates & Fees – Cooke Municipal Golf Course (RPT 23-338)

Verbal Presentation was provided by Darcy Myers, Head Professional.

0014. **Moved by:** McKeand

That the following be forwarded to an upcoming Executive Committee meeting for consideration:

That the following be included in the 2024 Budget deliberations for consideration:

1. That the current Seniors Season Pass Discount for existing eligible members be calculated by reducing the Adult Season Pass as follows:
 - a. Fifteen percent (15%) in 2024;
 - b. Ten percent (10%) in 2025;
 - c. Five percent (5%) in all future years; and,
2. That in 2024, the discontinued rates for Senior Season Passes be eliminated.

Absent: Brett Blakely

CARRIED

0015. **Moved by:** Penner

1. That a two percent (2%) increase to the Rates & Fees for Cooke Municipal Golf Course, as attached to RPT 23-338, be approved;
2. That the annual Sponsorship Funding for Cooke Municipal Golf Course be allocated to the Golf Course Improvements Reserve; and,
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.

Absent: Brett Blakely

CARRIED

7. UNFINISHED BUSINESS

8. ADJOURNMENT – 3:17 P.M.

0016. **Moved by:** Keating

That this Committee do now adjourn.

Absent: Brett Blakely

CARRIED

MAYOR GREG DIONNE
CHAIRPERSON

CITY CLERK

MINUTES ADOPTED THIS 19TH DAY OF OCTOBER, A.D. 2023.

UNOFFICIAL

TITLE: 15th Ave E/Marquis Road Pedestrian Crossing

DATE: September 5, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That the Department of Public Works proceed with completing required traffic sign and sightline modifications to improve pedestrian safety at the intersection of 15th Avenue East and Marquis Road;
2. That a pedestrian safety study be completed at the intersection of 15th Avenue East and Marquis Road following the sign and sightline improvements and be shared with Council.

TOPIC & PURPOSE:

The purpose of this report is to propose options to improve pedestrian safety at the Rotary Trail crossing located at the corner of 15th Avenue East and Marquis Road.

BACKGROUND:

City Council Resolution No. 0224 dated June 12, 2023:

“That Administration prepare a report on installing flashing pedestrian lights at the intersection of 15th Avenue East and Marquis Road for consideration in the 2024 Budget.”

The Department of Public Works completed a site investigation of the pedestrian crossing at 15th Avenue East and Marquis Road in order to review sight lines, traffic signage and pedestrian safety at the location. At this time it was determined that sightlines and traffic signage on the east and west side of the intersection could be improved in order to enhance pedestrian safety at the location.

PROPOSED APPROACH AND RATIONALE:

The Rotary Trail pedestrian crossing at the corner of 15th Avenue East and Marquis Road was investigated by the Department of Public Works in order to review the safety of the intersection for all road users. Overhead imagery of the crossing is shown in Attachment 1 – Pedestrian Crossing Overhead. At this time it was determined that various modifications were required in order to improve safety.

SGI Crash Statistics were reviewed at the location and it was determined that 3 accidents occurred at the site since 2013. All 3 accidents were single vehicle, property damage only accidents that did not involve pedestrians.

In August 2023, manual pedestrian counts were taken in the location and road tubes were installed to collect traffic volumes. The traffic volume at the intersection was found to be 6000 and the pedestrian count (taken 7am – 7pm) was found to be 65. Additional to this a yield to the pedestrian study was completed and determined that only 38% of vehicles yielded for pedestrians at this crossing.

The Transportation Association of Canada, Pedestrian Crossing Control Guide was utilized in order to determine the best practice for similar crossings throughout municipalities in Canada. This location was determined to require traffic signs only. At this time various traffic sign and sightline improvements were indicated.

Traffic Sign and Sightline Improvements

- Pedestrian Crossing Sign (East) -It was found that no pedestrian crossing sign was installed on the East side of the 15th Avenue East (Shown in Figure 1: Southbound imagery of 15th Avenue East/Marquis Road pedestrian Crossing). This sign has been scheduled to be installed by the Sign Shop.
- Pedestrian Crossing Sign (West) – It was determined that foliage had grown to the point that the pedestrian crossing sign was difficult for drivers to see on the west side of 15th Avenue East. This location was brought forward to the Forestry crew for pruning.
- No Parking Signs – for standard pedestrian crossings parking is prohibited 15 meters before the crossing and 10 meters following the crossing in order to ensure that parked vehicles do not block pedestrians waiting to cross the street. During the completed site investigations it had been noted that these signs were missing and vehicles were parking in a manner that reduced sightlines for pedestrians and motorists.
- Deteriorated Signs- it was noted that some signs at this location have lost their retro reflectivity and are in need to be replaced in order to be visible during low lighting.

- Information Overload – One street light had 4 separate traffic signs installed on it. When numerous signs are installed on the same traffic pole they lose meaning to the driver as they are overloaded with information. These signs will be altered to adequately convey the information to motorists.



Figure 1: Southbound imagery of 15th Avenue East/Marquis Road Pedestrian Crossing

Option 2 – Rectangular Rapid Flashing Beacons

An alternative option exists to install Rectangular Rapid Flashing Beacons at the crossing. The beacons work to alert motorists that pedestrians are waiting at a crosswalk location. Rapid Flashing Beacons installed on 15th Avenue East near Helme Crescent in 2022 saw an immediate 27% increase of drivers yielding to pedestrians waiting to cross.

Due to the geometrics of 15th Avenue East and Marquis Road 3 RRFB's would be required to adequately warn motorists of the pedestrian crossing. This installation would cost a total of \$19,000.

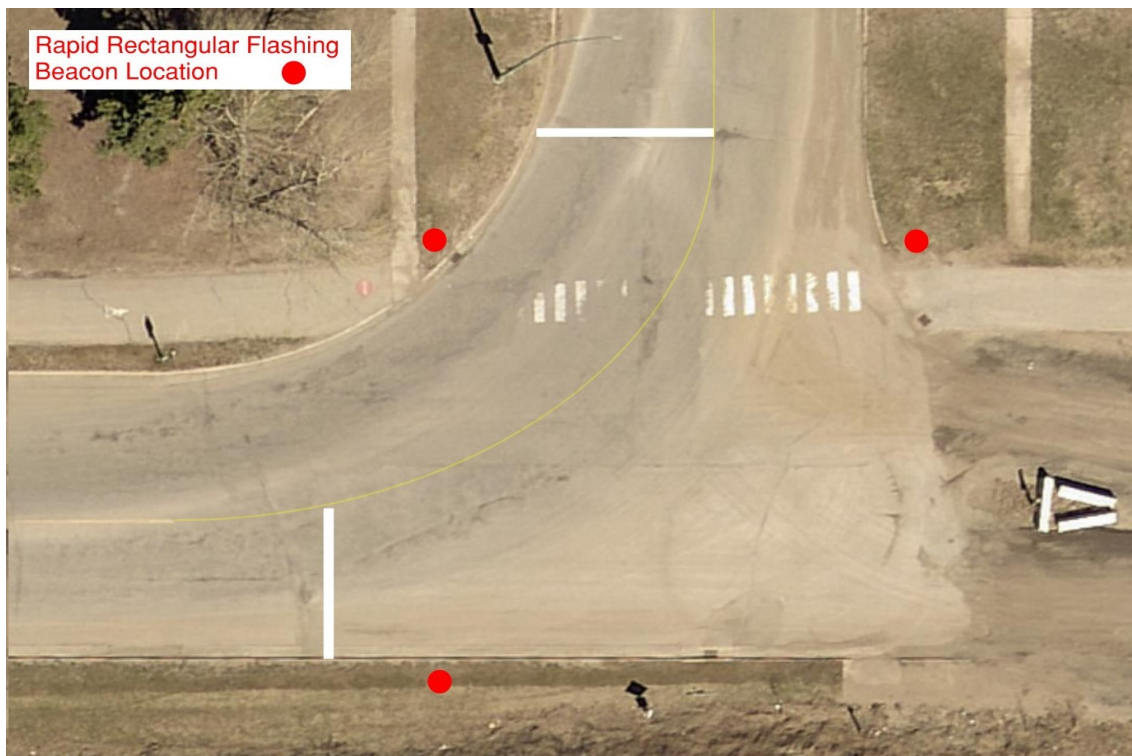


Figure 2: Option the Recommendation - Rapid Rectangular Flashing Beacon Locations

It is recommended that the Department of Public Works complete all traffic sign and sightline modifications to determine if the desired pedestrian safety can be achieved before committing to an active crossing treatment system such as an RRFB.

Following the installation of the new traffic signs and enhancements to sightlines another pedestrian study will be completed and provided to Council to determine if further infrastructure upgrades are required.

CONSULTATIONS:

The Community Services Department was consulted to complete additional tree pruning in order to improve sight lines at the corner of 15th Avenue East and Marquis Road. This work will be completed regardless of which option is selected.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

The Department of Public Works will inform City Council when the recommended sightline and traffic sign improvements have been completed at the intersection of 15th Avenue East and Marquis Road.

POLICY IMPLICATIONS:

The report follows procedure set out in Section 8.02 – Procedure for Crosswalk Treatment Selection and Design within the Crosswalk Policy.

FINANCIAL IMPLICATIONS:

Installation of improved traffic signage with cost approximately \$750 in materials and supplies. This would be covered in the 2023 traffic sign operating budget.

The option to install RRFB's at the intersection of 15th Avenue East and Marquis Road would cost approximately \$19,000 including concrete, traffic poles and flashing beacons. This expense is not able to be covered in the proposed Traffic Sign or Traffic Signal operating budget. Additional funds would need to be added to the operating budget in order to complete this project.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no privacy considerations or official community plan for this report.

STRATEGIC PLAN:

This report supports the long-term strategy to provide effective transportation networks throughout the City for all modes of transportation by improving safety for pedestrians at the intersection of 15th Avenue East and Marquis Road.

OPTIONS TO RECOMMENDATION:

Option 2 - Installation of RRFB's at the intersection of 15th Avenue East and Marquis Road. Due to the geometrics of the intersection it would require 3 beacons which would cost approximately \$19,000. This option was not the primary recommendation as the improvements to sightlines and traffic signs may have the desired effect to safety at a reduced cost.

PUBLIC NOTICE:

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

PRESENTATION:

PowerPoint presentation provided by Transportation and Traffic Manager, Evan Hastings.

ATTACHMENTS:

1. Attachment 1 - Pedestrian Crossing Overhead
2. 15th Ave E + Marquis Pedestrian Crossing Powerpoint Presentation

Written by: Evan Hastings, Transportation and Traffic Manager

Approved by: Director of Public Works & City Manager



15th Ave East

Rotary Trail

Marquis Road

CITY OF PRINCE ALBERT

5th Ave E/ Marquis Road Pedestrian Crossing Safety

DATE: September 11th, 2023

Background

PEDESTRIAN CROSSING SAFETY

City Council Resolution No. 0224 dated June 12, 2023:
“That Administration prepare a report on installing flashing pedestrian lights at the intersection of 15th Avenue East and Marquis Road for consideration in the 2024 Budget.”

A site investigation of the pedestrian crossing located at 15th Avenue East and Marquis Road was completed by the Department of Public Works and determined that various modifications were required to improve pedestrian safety.

Site Map – Overhead Imagery



15th Avenue East/Marquis Road Pedestrian Crossing



Pedestrian Safety Study

August 2023	
Average Daily Traffic	6000
Pedestrian Manual Count (7am - 7pm)	65
Driver Yield to Pedestrian	38%

- SGI Crash Statistics showed 3 motor vehicle accidents since 2013, none involved pedestrians.
- Sightlines impacted due to foliage and vehicle parking.
- Motorist notification of crossing impacted due to missing and deteriorated traffic signs.

Option 1 – Traffic Sign Improvements

Proposed Traffic Sign and Sightline Improvements

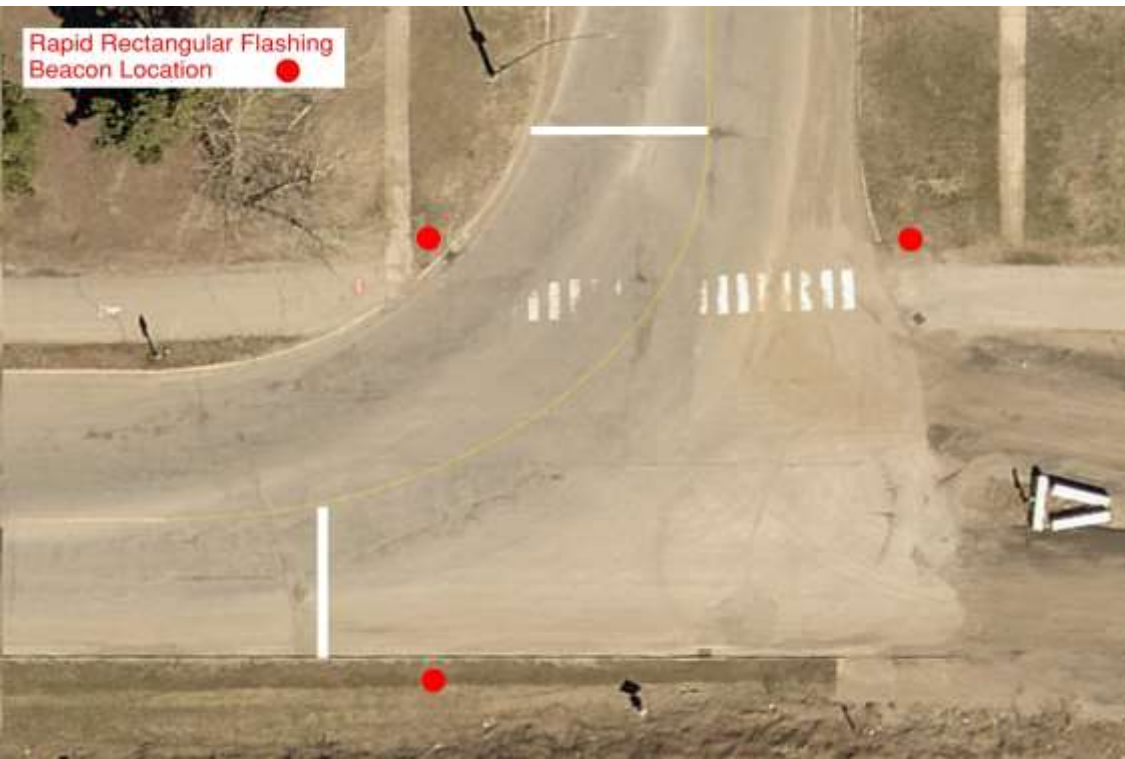
- Installation of pedestrian crossing signs
- Installation of no parking signs
- Pruning of foliage to improve sightline to west pedestrian crossing sign
- Installation of No Parking Signs to improve sightlines
- Replacement of deteriorated traffic signs
- Alteration of various other traffic signs in the area.

Cost → \$750

Option 2 – Rectangular Rapid Flashing Beacons

- Installation of 3 RRFB's as shown in the images below
- RRFB's work to increase the percentage of drivers that yield to pedestrians. Immediate 27% increase at 15th Avenue East installation in 2022.

Cost → \$19,000



Recommendation

- Due to the large amount of sightline and traffic sign improvements indicated at the crossing, Option 1 is recommended to determine if the desired pedestrian safety can be achieved before committing to an active crossing treatment system such as an RRFB.
- Following installation of the new traffic signs and enhancements to sightlines another pedestrian study will be completed and provided to Council to determine if further infrastructure is required.

TITLE: Transit Extended Hours - Budget 2024

DATE: September 5, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the following transit extended weekday hours of operation trial be extended until December 31st, 2024 and included in the 2024 Transit Budget.

1. To reduce operating frequency from half-hourly to hourly for all routes between 6:15 – 7:15pm;
2. To extend all transit routes from 7:15pm – 10:15pm operating hourly;
3. To extend the Rush Hour Service from 9:45am – 2:45pm half-hourly.

TOPIC & PURPOSE:

The purpose of this report is to approve the extension of the weekday transit hours trial until December 31, 2024 and to include the associated expenses within the 2024 Transit Operating Budget.

BACKGROUND:

Public Transit usage has increased 43% in Canada since 2005. As the costs of fuel and vehicle ownership have increased more people look towards public transit as their primary source of transportation. Since 2005, The City of Prince Alberts annual transit ridership has increased from 258,000 to 399,000 which marks a 55% increase. Over this same time period, scheduled transit hours have increased from 18,732 hours to 19,116.5 hours annually. This shows that over the last 18 years the City of Prince Albert has seen a 55% increase in transit usage and a 2% increase in service hours.

Over the last decade the City of Prince Albert has grown and businesses are now open later. For this reason the Department of Public Works has received dozens of calls, emails and requests from the public to extend transit hours on weekdays. Local examples of regular business hours of operation on weekdays are as follows:

- U of S Campus Classes extend until 9pm.

- Saskatchewan Polytechnic Labs and Library extend until 9pm.
- YWCA English Language classes extend until 9pm.
- Alfred Jenkins Field House open until 10pm.
- Victoria Hospital Visiting Hours open until 8pm.
- Major grocery stores are open until 10pm or later.
- Fast Food stores are open until 9pm or later.
- Many retail stores are open until 8pm or later.
- Most entertainment based businesses open until 10pm.

Transit riders have expressed that they work/study/utilize these locations and currently taxi, bike or walk because transit is not available. Extending service until 10:15pm allows citizens to accept jobs with later hours, attend community events and shop for groceries at normal business/school hours.

In 2017, a four-month transit trial was completed with extended weekday hours to 11:00pm. Following a review of the results of the trial, the recommendation by the Department of Public Works was to extend weekday transit hours to 10:15pm at that time. The data found during the 2017 extended hour's trial was utilized to create a new, more efficient trial.

The City was approved for One-Time Public Transit Funding for a total of \$415,038 from the Provincial and Federal Government on January 25th, 2023.

On February 13th, 2023, City Council approved \$265,000 of the Transit Funding to be allocated towards an extended weekday hours of service trial from March 13th, 2023 to March 31st, 2024. Due to driver shortages the extended transit hours did not officially begin until June 12th, 2023. On June 12th, 2023, the extended weekday hours of operation were officially implemented on a trial basis. The chart below shows the budgeted transit weekday service hours for 2023 as compared to the extended weekday hours of service.

Routing	Budgeted Service Hours 2023		Extended Weekday Hours of Service Trial	
	Main Routes (Half-Hourly)	Rush Hour (Half-Hourly)	All Routes (Half-Hourly)	All Routes (Hourly)
Monday - Friday	6:45am - 7:15pm	6:45am - 9:15am 2:45pm - 6:15pm	6:45am - 6:15pm	6:15pm - 10:15pm
Total Daily Hours	62.5	7	69	12
	69.5		81	

PROPOSED APPROACH AND RATIONALE:

The extended weekday transit service trial has been a success since it began on June 12th, 2023. The timeframe of June 12th – August 31st, 2023 has seen 13,600 more riders than in any other year.

Although, the transit trial has produced positive results thus far it should be understood that transit utilization alters greatly between the summer months and September-June while school is in session. In March of 2023, 522 Post-Secondary and Youth (High-School) monthly transit passes were sold. With the number of students riding transit expected to further increase in the 2023-24 school year it is evident that the true effect of the extended hours will unfold in the coming months. Figure 1 below shows the transit ridership by month in 2019 as an example of the average reduction in ridership during the summer months.

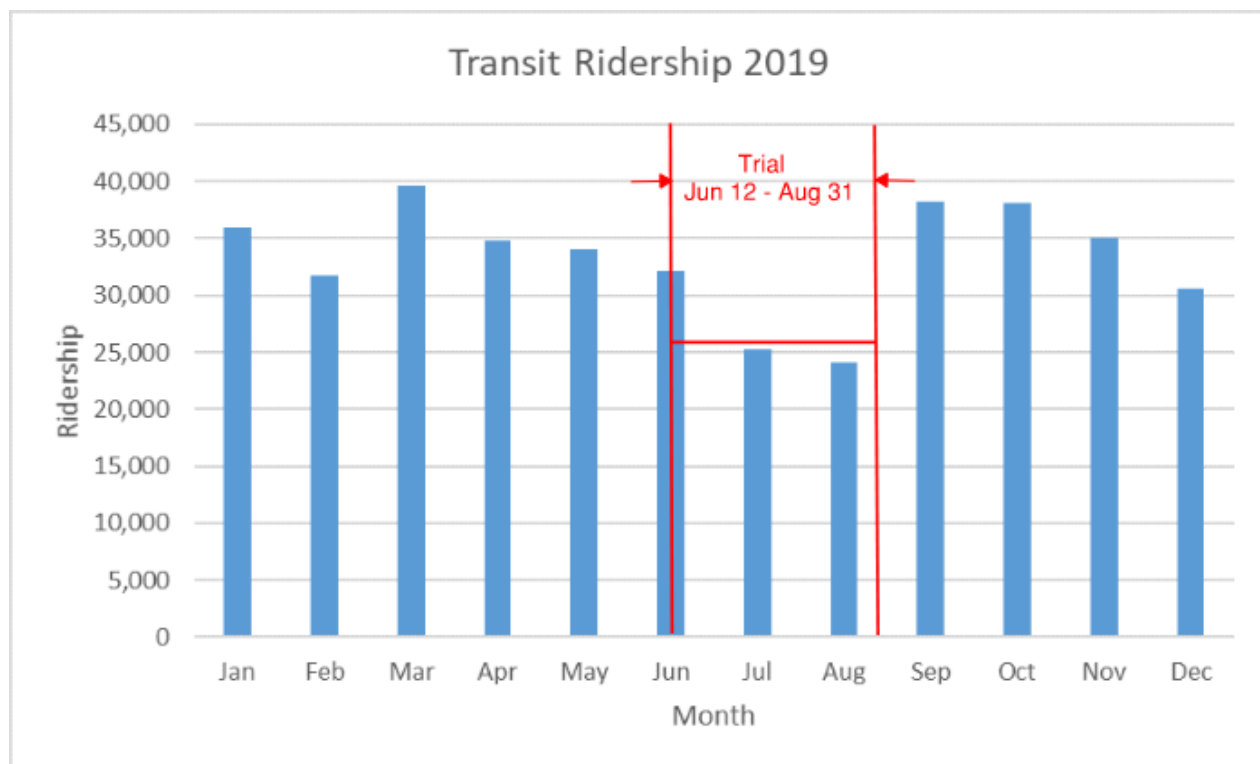


Figure 1: Transit Ridership by Month 2019

Continuing with the extended transit hours trial is recommended in order to provide a large enough sample size to accurately represent the impact of the service to the public. The additional study period will also allow for a more accurate assessment of the financial impact for the extended hours of service.

A report will be brought to City Council prior to the 2025 budget year with a recommendation on whether to proceed with the extended hours or not. This report will include all relevant statistics collected throughout the trial as well as a more detailed financial impact analysis. The remainder of this section of the report will include statistics and trends regarding the alteration of transit hours.

1. Reduction of Operating Frequency from Half-Hourly to Hourly from 6:15pm – 7:15pm

Although, there is a large need to extend transit hours on weekdays it is noted that ridership does reduce after 6:15pm. Similar to this, the City of Brandon was consulted and confirmed that they successfully operate hourly bus service after 6pm on weekdays. This reduction in service frequency creates a savings of approximately \$32,500 in operating expenses annually. This alteration to service hours in conjunction with extending transit hours until 10:15pm has increased the transit ridership between 6:15pm – 7:15pm despite the reduction of service. This is a result of more started trips during this timeframe since transit is now available for return trips until 10:15pm.

2. Extension of all transit routes from 7:15pm – 10:15pm operating hourly

The extension of hours of operation has been promising thus far as the transit ridership from 7:15pm – 10:15pm has increased each week since June 12th, 2023. Table 1 below shows the gradual increase in daily transit ridership from 7pm – 10:15pm along with September projections for when students return to school.

Table 1: Daily Ridership (7pm – 10:15pm)

	Daily Ridership (7pm - 10:15pm)
July	68
August	72
August 29th	94
September Projection	110

Aside from the increased ridership during the extended hours it is important to note that the ridership throughout the rest of the day has also increased significantly. The late night weekday hours make the transit system more functional and allows citizens to accept jobs with later hours, attend community events and shop for groceries at normal business/school hours. For this reason dozens of users who previously could not utilize the transit system are now riding.

On August 30th, at the Saskatchewan Polytechnic Community Fair a number of students commented that they would be taking transit this year due to the extended hours of operation allowing them to get to and from work and school. On August 31st, Saskatchewan Polytechnic increased their requested September monthly post-secondary passes to a total 280. In comparison in October 2022, the institution sold 85 monthly transit passes. This institution alone is anticipated to generate \$90,000 of monthly transit pass revenue from September 2023 – April 2024, an increase in \$44,000 compared to September 2022 – April 2023.

3. To extend the Rush Hour Service from 9:45am – 2:45pm half-hourly

On August 30th, 2022 the Rush Hour Route was altered to increase service along 28th Street East, 13th Street East, at Carlton High School, in Crescent Acres and in the Cornerstone Shopping District. (Attachment 1 – City of Prince Albert Transit Map).

On September 1st, 2022 Prince Albert Transit absorbed the Public High School Transit Service within the City. As a result, monthly youth passes increased from 90 monthly to 320 monthly. Many of these students are located at PACI or Carlton, each of which are located on the Rush Hour Route.

Due to the high utilization of the route, the extended hours of service trial extends the Rush Hour from 9:45am – 2:45pm operating half-hourly. This allows for full day service to Crescent Acres and allows quick access from Cornerstone/Saskatchewan Polytechnic to the transfer station. Additionally, the route allows for rapid access from the transfer station to P.A.C.I. and Carlton high schools.

Since the extended hours trial began on June 12th, 2023 the Rush Hour Route has increased in popularity as riders recognize it as a full day service. Throughout the months of June and July the route averaged 139 riders per day. On August 30th post-secondary schools opened and the Rush Hour Route serviced 219 riders. The route is projected to host 275 – 300 riders per day once high school begins which would make it the 4th most utilized transit route ahead of the All Day Express and West Flat.

It should be understood that the Rush Hour Route services PACI, Carlton and Saskatchewan Polytechnic schools. These schools represent over 400 monthly transit passes and have a profound impact on ridership during the school year. For this reason statistics taken as part of the extended hours trial (June 12th, 2023 – August 31st, 2023) are only representative of what summer operation of the route looks like. Further analysis of the impacts of this extension requires further information that will be collected during months where school is in session. Figure 2 below shows the Rush Hour ridership per loop from August 1st – August 25th, 2023. This figure shows the average utilization of the Rush Hour route per loop during summer operation.

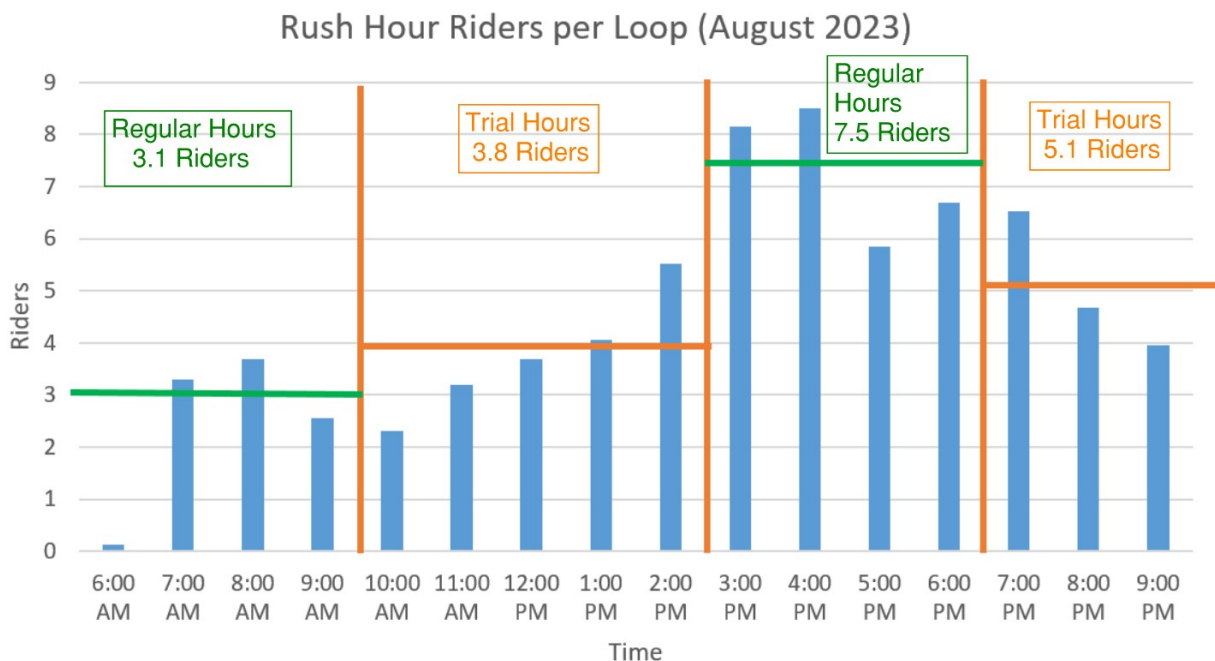


Figure 2: Rush Hour Ridership share percentage per hour

Flexibility

The City of Prince Albert is growing rapidly. On the south side of the city major developments such as the Yard District and City Arena and Aquatics Center are underway. On the southwest side of the City the Marquis Road extension was completed in 2021 and various developments have started nearby. As the City continues to expand public transit will be required to ensure the public has access to all new City facilities, shopping, services and more.

The extended transit hours and 6th full time weekday transit route provided in this report allow additional flexibility when planning future transit services.

CONSULTATIONS:

On August 30th, 2023, at the Saskatchewan Polytechnic Community Fair, a poll was provided to over 110 students. 84% of respondents who take public transit are planning to utilize the extended transit hours on weekdays between the hours of 7:15pm – 10:15pm this year. The City's Transit Service Contractor First Canada ULC was consulted and is able to provide service during the trial is extended.

This extension of hours has been a consistent request from the public and multiple organizations. The Department of Public Works has received dozens of calls, emails and requests to extend transit hours on weekdays in particular.

The City of Brandon Transit Department was consulted in determining successful hours of transit operation. The City of Brandon has a similar transit system to Prince Albert and operates on weekdays 6am - 12am. The system successfully turns from half-hourly to hourly service from 6pm – 12am.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

The Department of Public Works will work with the Department of Communications to create an advertising strategy/campaign for the trial to ensure the public is informed of the extension to the transit trial. This will include publishing a media release, posting and advertising on social media and various updates to the City's Transit Page.

FINANCIAL IMPLICATIONS:

As part of the One-Time Public Transit Funding received in 2023, \$62,000 is carried forward into 2024 to operate the transit extended hours until March 31st, 2024.

The cost to the City to operate the extended hours of service from April 1, 2024 – December 31, 2024 is \$189,000 including fuel.

The additional transit service hours are related to increases in transit pass revenue and increased ridership as the service becomes functional for more residents that work, shop, or attend school on weekday evenings. Transit pass revenue was budgeted to be \$375,000 for 2023 and as of August 31st, 2023 the transit pass revenue for 2023 is at \$321,000. The projected transit pass revenue is now \$450,000. While not all additional revenue can be attributed to extended hours of service it should be noted that transit ridership projections have increased to 480,000 which is 81,000 more riders than the previous high in 2018.

In 2024, it is projected that with the extended transit hours PA Transit reaches \$485,000 in transit pass revenue. Approximately \$70,000 of this is expected to be as result of the extended transit hours of service. Further analysis of the financial impacts of the extended hours will be available as the trial progresses.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no options to the recommendation. There are also no privacy or policy implications for this report.

STRATEGIC PLAN:

This report supports the City's Strategic Plan to strive to meet the needs of City Transit users by extending hours of operation and improving functionality of the public transit service.

OFFICIAL COMMUNITY PLAN:

Increasing hours of transit service will enhance the functionality of the City's Public Transit System. Section 7.4 Public Transit supports transportation services commensurate to demand to and from major areas of employment, education, health care and shopping provided by the City's Public Transit System.

PUBLIC NOTICE:

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

PRESENTATION:

PowerPoint presentation by Transportation and Traffic Manager, Evan Hastings.

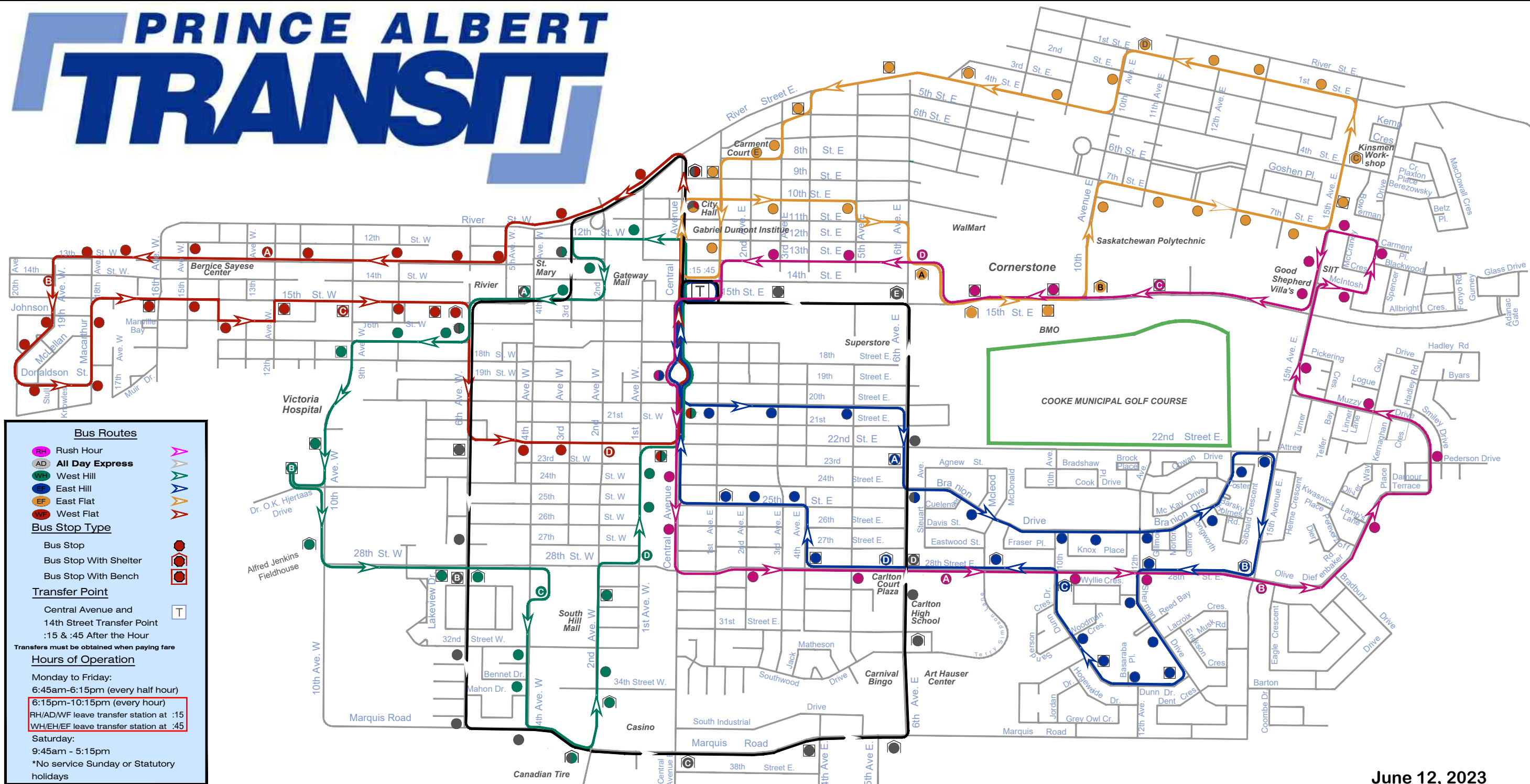
ATTACHMENTS:

1. Attachment 1 - City of Prince Albert Transit Map
2. Extended Transit Service Hours Trial Powerpoint Presentation

Written by: Evan Hastings, Transportation and Traffic Manager

Approved by: Director of Public Works & City Manager

PRINCE ALBERT TRANSIT



June 12, 2023

HALF HOUR SCHEDULE

SCHEDULES	RUSH HOUR		ALL DAY EXPRESS		WEST HILL		EAST HILL		EAST FLAT		WEST FLAT			
	Bus Stop	Departs	Bus Stop	Departs	Bus Stop	Departs	Bus Stop	Departs	Bus Stop	Departs	Bus Stop	Departs		
T	Central Avenue & 14th Street	:15 :45	T	Central Avenue & 14th Street	:15 :45	T	Central Avenue & 14th Street	:15 :45	T	Central Avenue & 14th Street	:15 :45	T	Central Avenue & 14th Street	:15 :45
A	Carlton North	:23 :53	A	15th Street at Bishop Pascal Pl	:20 :50	A	15th Street at Bishop Pascal Pl	:20 :50	A	Cornerstone 13th Street	:19 :49	A	13th Street W at 12th Avenue	:22 :52
B	28th Street E at 15th Ave E	:28 :58	B	6th Avenue W at 28th Street	:24 :54	B	Victoria Hospital	:24 :54	B	SaskPolytech West Entrance	:25 :55	B	19th Avenue W at 14th Street	:24 :54
C	Saskatchewan Polytechnic	:35 :05	C	Marquis Road at Central Ave	:29 :59	C	South Hill Mall	:29 :59	C	Dunn Drive at 28th Street E	:32 :02	C	Kinsmen Workshop	:28 :58
D	Cornerstone at 13th Street E	:39 :09	D	6th Avenue E at 28th Street	:34 :04	D	Kinsmen Water Park	:36 :06	D	28th Street E at 6th Avenue E	:36 :06	D	1st Street E at 10th Avenue E	:31 :01
E			E	15th Street E at 6th Avenue	:38 :08				E	Carment Court (230 8th St. E)	:36 :06	D	22nd Street at 2nd Avenue W	:37 :07

CITY OF PRINCE ALBERT

Extended Transit Hours Trial

PRINCE ALBERT PUBLIC TRANSIT

DATE – September 11th, 2023

Background

TRANSIT EXTENDED HOURS TRIAL

- Extended weekday hours of service has been a consistent request from the general public.
- The City of Prince Albert was approved for \$415,038 by the Provincial and Federal Government through the “One-Time Public Transit Funding 2022-23”.
- \$265,000 was allocated towards providing extended transit hours in 2023-24.
- The Transit Extended Hours of Service began on June 12th, 2023.

Transit Trial (Mar. 13, 2023 – Mar. 31, 2024)

	Existing		Recommendation	
Routing	Main Routes (Half-Hourly)	Rush Hour (Half-Hourly)	All Routes (Half-Hourly)	All Routes (Hourly)
Monday - Friday	6:45am - 7:15pm	6:45am - 9:15am 2:45pm - 6:15pm	6:45am - 6:15pm	6:15pm - 10:15pm
Total Daily Hours	62.5	7	69	12
	69.5		81	

1. Extension of the Rush Hour Service from 9:45am – 2:45pm half-hourly;
2. Extension of all transit routes from 7:15pm – 10:15pm operating hourly;
3. Reduction of operating frequency from half-hourly to hourly for all routes between 6:15 – 7:15pm.

1. Hourly Weekday Service 6:15pm – 7:15pm

- City of Brandon 1.1 million riders per year operate hourly 6pm-12am on weekdays.
- Reduction of service to hourly from 6:15pm – 7:15pm to better match demand and provide a more efficient service. This reduction saves \$32,500 in yearly expenses.
- Ridership has increased during this time period despite the reduction in service frequency.

2. Extension of all routes to 10:15pm Hourly

	Open Until
Major grocery stores	10pm +
Alfred Jenkins Field House	10pm
Entertainment Businesses	
Fast Food	9pm +
YWCA Language Classes	9pm
Sask Polytech Lab/Library	
U of S Classes/Labs	
Most Retail stores	8pm +
Victoria Hospital Visiting Hours	8pm

- Extension of weekday operating hours is the most common request by the public.
- Transit riders frequently express that they work/study/utilize these locations and currently must taxi, bike or walk.

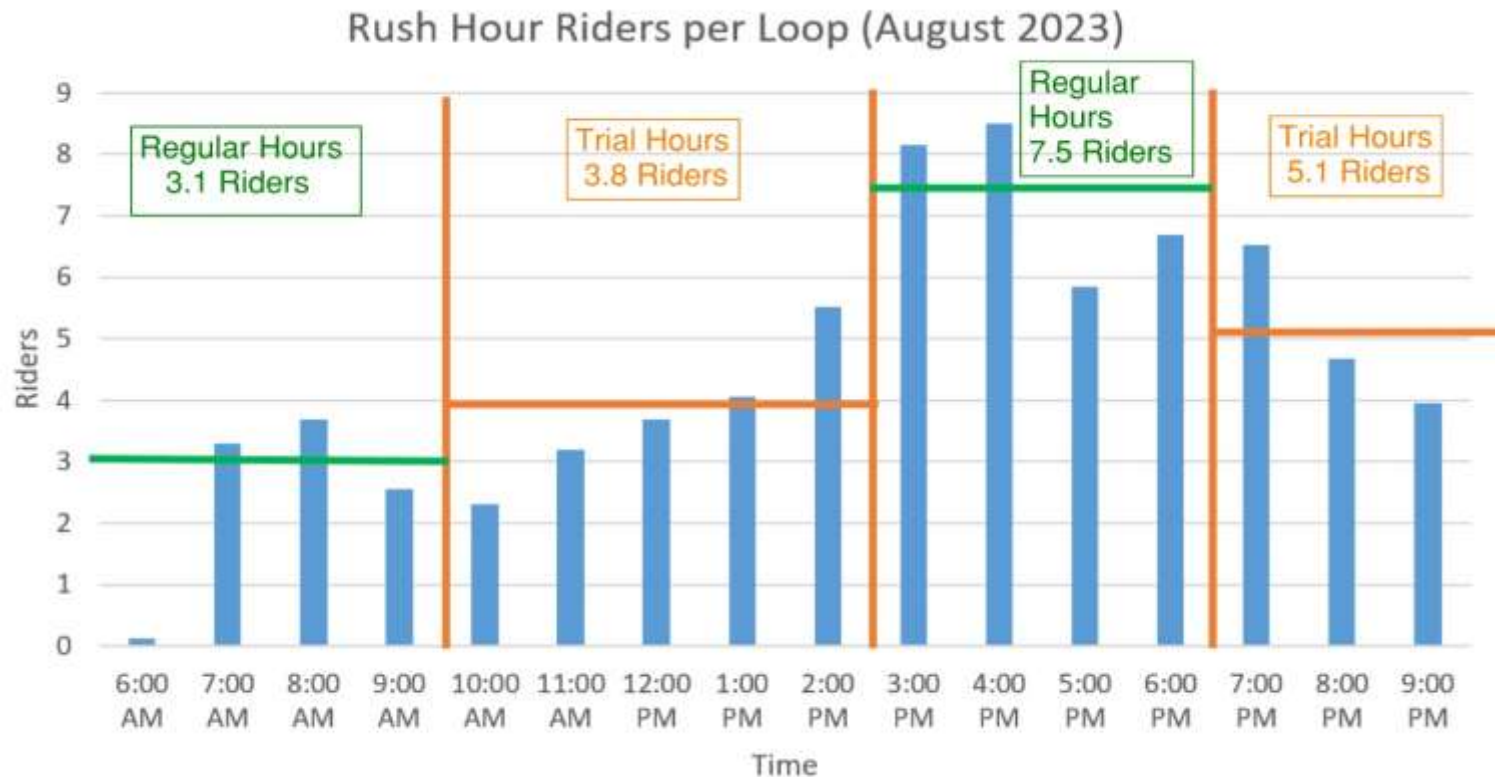
- Extending service until 10:15pm allows citizens to accept jobs with later hours, attend community events and shop for groceries at normal business/school hours. The proposed extension of hours enhances economic and social growth.

2. Extension of all routes to 10:15pm Hourly

	Daily Ridership (7pm - 10:15pm)
July	68
August	72
August 29th	94
September Projection	110

- Transit ridership has increased continually since the trial started.
- The extended hours of service make the transit system more functional for the public and ridership has increased significantly throughout the day.
- On August 30th at the Saskatchewan Polytechnic Community Fair numerous students commented that they will take transit this year due to the extended hours of service allowing them to work at night.
- Saskatchewan Polytechnic (2023) → 280 September Transit Passes
- Saskatchewan Polytechnic (2022) → 85 October Transit Passes
- This represents \$90,000 of transit pass revenue (Sept 23 – Apr 24)

3. Rush Hour Extension 9:45am – 2:45pm



- The Rush Hour Route is projected to service 275-300 riders per day once the school year begins, making it the 4th most utilized route.
- The true impact of this extension will be seen during the school year.

Flexibility

The City of Prince Albert is growing rapidly.

- Arena and Aquatic Center (Q4 2024)
- The Yard District
- Marquis Extension (2021)
- Victoria Hospital Expansion Project
- West Hill Development

The extended transit hours included in this report allow additional flexibility when planning future transit services in the City.

Financial Impact

- \$62,000 of transit funding is carried forward into 2024 to operate the transit extended hours until March 31st, 2024.
- The cost to the City to operate the extended hours of service from April 1, 2024 – December 31, 2024 is \$189,000 including fuel.
- Transit pass revenue is anticipated to increase to \$485,000 in 2024. Approximately \$70,000 of this is expected to be as result of the extended transit hours.

Conclusion

- The extended transit hours of service have showed positive statistics and trends since implementation on June 12th, 2023.
- The recommendation is to approve \$189,000 of transit operating expenses in the 2024 budget in order to extend the Transit extended hours trial.
- A report will be brought to Council prior to 2025 budget approval to provide further statistics regarding the impact of the extended hours and a recommendation on continuing with the trial.



RPT 23-263

TITLE: Truth & Reconciliation

DATE: June 23, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That RPT 23-179 be received as information and filed, with consideration to the opportunities for improvement towards truth and reconciliation for the City of Prince Albert.

PRESENTATION:

Verbal Presentation provided by Judy MacLeod Campbell, Arts and Cultural Coordinator.

ATTACHMENTS:

1. Truth & Reconciliation (RPT 23-179)

Written by: Community Services Advisory Committee

Prince Albert has an Aboriginal population of approximately 45% (Census 2021). We are situated on Treaty 6 Territory and the Homeland of the Dakota and Métis Nations. City Council, at its meeting held on August 16, 2021, resolved:

That Administration prepare a report regarding the effects and impacts of the City implementing the Truth & Reconciliation Calls to Action relating to municipal government, including undertaking the following:

1. Consultation with the City of Saskatoon;
2. What work the City has already completed on this matter; and,
3. Consultation with the Prince Albert Grand Council and Métis governance.

That report was provided in 2022. This is the second year for such a report.

The terms “Aboriginal” and “Indigenous” are used interchangeably in this report. Both terms are used to refer to and include First Nations, Metis, and Inuit peoples of Canada. These distinct groups of peoples with unique heritages, languages, cultural practices and spiritual beliefs. They are the descendants of the original inhabitants of North America.

PROPOSED APPROACH AND RATIONALE:

This report endeavors to provide the following information:

- 1. The TRC Calls to Action relevant to municipal government.**
- 2. The efforts to date of the City of Prince Albert working toward reconciliation and a stronger, more unified City.**
- 3. Considerations of opportunities to further the City’s reconciliation efforts.**

1. The TRC Calls to Action relevant to municipal government.

Most TRC recommendations are directed to the federal government. The following summarizes the TRC’s Calls to Action most relevant to the City and its relationships with Aboriginal citizens:

- Eliminate over-representation of Aboriginal people, particularly youth, in custody (#30, #38).
- Create Aboriginal-specific victim services (#40).
- Adopt the *United Nations Declaration on the Rights of Indigenous Peoples* which supports Aboriginal rights to culture, employment, health, education, and other issues and facilitate their full participation in all matters that concern them (#43).
- Reform laws and policies based on European sovereignty over Indigenous peoples and lands (#47).
- Collaborate to develop and implement an action plan, promote public dialogue for reconciliation, and monitor and report annually on reconciliation efforts (#53).
- Provide annual reports or any current data requested by the National Council for Reconciliation (NCR) so it can report on progress towards reconciliation (#55).
- Educate public servants on the history of Aboriginal peoples, inter-cultural competency, conflict resolution, human rights, and anti-racism (#57).
- Document, maintain, commemorate and protect residential school cemeteries (#76).
- Participate in a strategy to commemorate Aboriginal peoples’ history and contributions to Canada (#77; #79).

- Tell the story of Aboriginal athletes in history in collaboration with Aboriginal peoples, sports hall of fames and other organizations, and Aboriginal athlete development and growth (#87; #88).
- Ensure Aboriginal peoples have access to jobs, training and education opportunities; and they benefit from economic development (#92).
- Provide inclusive information about Aboriginal peoples to newcomers (#93).

The full Calls to Action found to be relevant to our City are attached to this report.

2. The efforts of the City of Prince Albert working toward reconciliation and a stronger, more unified City.

The following is a brief summary of actions undertaken in 2022 by the City of Prince Albert in the spirit of reconciliation. Please refer to the attached summary of actions in more detail. Please note that the 2022 initiatives are highlighted in yellow in this report attachment.

- The Municipal Cultural Action Plan (MCAP)
- Aboriginal Awareness Training for all new permanent employees
- Land Acknowledgement at public meetings and events organized by the City
- Cultural Diversity and Protocol Policy (attached to this report)
- Prince Albert Urban Indigenous Coalition (PAUIC)
- Community Building Youth Futures P.A.
- Education through storytelling and presentations from Elders and Knowledge Keepers as part of the Multicultural Canada Day
- Knowledge Keepers Committee
- Indigenous Naming Initiative – Welcome in Indigenous languages on the City's billboard, City facility monitors and our website
- Event Support through the Waiving of Fees Policy, Community Grant Program, Destination Marketing Fund, and MCAP micro grants
- National Day for Truth and Reconciliation Event on the Riverbank
- Support to "An Evening with Chief Delorme" (public education on truth and reconciliation)
- Plaque installation and ceremony recognizing James Isbister as a National Historic Person
- Increased Indigenous programming at the EA Rawlinson Centre for the Arts (i.e. Colours of the Sash, Eekwol, LJ Tyson)
- Encouraging and honouring Indigenous nominees into the Arts Hall of Fame (Prince Albert Arts Board)

3. Considerations to further the City's reconciliation efforts.

The City of Prince Albert can continue to have a leadership role in our City's work towards reconciliation and has an opportunity like no other City, to be a leader in our province and country.

Reconciliation Saskatchewan's vision for reconciliation in Saskatchewan includes four elements:

- A Shared Understanding of our History
- Authentic Relationships
- Strong Cultures and Interwoven World Views
- Social, Economic and Political Change

The City of Prince Albert (COPA) can assist in working toward that vision for our community and our province.

Opportunities for improvement with advancing efforts towards Truth and Reconciliation may include:

- Create a plan and priorities (including leads) for Truth & Reconciliation Calls to Action for our City with input from all departments and City Council. This may include:
 - Ways that governance can work with PAGC and the Metis Western Region 2 governance, as well as others;
 - Work with the Prince Albert Urban Indigenous Coalition to address our local needs;
 - Internal structures/systems that facilitate each department to work on reconciliation in their respective areas, as a whole, and in partnership with external community groups and organizations;
 - Continued/further training for City staff and City Council (i.e. Indigenous world view, blanket exercise);
 - Indigenous Employment targets
 - Indigenous Procurement targets;
 - Reviewing best practices from other municipalities; and,
 - Communication to the public on the COPA value of and work towards reconciliation.

CONSULTATIONS:

As noted in the report, several groups and organizations have been consulted and partnered with, working on reconciliation for our City. For the purpose of this report, the following were consulted:

- City of Prince Albert Administrative Management Committee - All departments had the opportunity to provide input into the actions to date of the City of Prince Albert. Responses were received from Community Services (MCAP, EA Rawlinson Centre) and the City Manager's office
- Prince Albert Urban Indigenous Coalition

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Ongoing communication about the Truth & Reconciliation initiatives/actions and progress is important. The following methods of communication can be utilized:

- Partnership meetings (i.e. PAUIC, CBYF, PAGC, Metis Western Region 2, education institutions, MCAP Working Group)
- City of Prince Albert Website
- MCAP Micro Event Grant
- Key messages

- Actions/Initiatives specific communication (i.e. media releases)
- City of Prince Albert newsletter
- City of Prince Albert Calendar of Events
- City of Prince Albert Social Media
- Community Meetings and Events

POLICY IMPLICATIONS:

- Official Community Plan
- COPA Strategic Plan
- Social Plan (in development)
- Homelessness Initiative
- Department master and operational plans, i.e. Community Services Master Plan
- Little Red River Park Master Plan
- Municipal Cultural Action Plan
- Cultural Diversity & Protocol Policy
- Civic Arts Policy
- Public Art Policy

FINANCIAL IMPLICATIONS:

City Council may choose to allocate funds to advance the City's commitment to action on Reconciliation.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no options to the recommendation, or privacy implications.

STRATEGIC PLAN:

The Truth & Reconciliation Calls to Action are addressed in our strategic plan under the Promoting a Progressive Community strategic priority:

- ❖ Developing a reporting framework to address the Calls to Action set out by the Truth and Reconciliation Commission that relate to municipalities.
- ❖ Identify opportunities to remember, honour, and celebrate Prince Albert's heritage and history.

It would be best to develop a plan with local priorities for our City that can then be reported on annually.

OFFICIAL COMMUNITY PLAN:

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.

PUBLIC NOTICE:

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

PRESENTATION: Verbal by Judy MacLeod Campbell

ATTACHMENTS:

1. Truth and Reconciliation Commission (TRC) Principles
2. TRC Calls to Action - COPA relevant
3. Efforts Towards Truth and Reconciliation by the COPA - up to 2022
4. Cultural Diversity and Protocol Policy - COPA

Written by: Judy MacLeod Campbell, Arts & Cultural Coordinator

Approved by: Director of Community Services and City Manager

Principles of Reconciliation

The Truth and Reconciliation Commission of Canada believes that in order for Canada to flourish in the twenty-first century, reconciliation between Aboriginal and non-Aboriginal Canada must be based on the following principles.

1

The *United Nations Declaration on the Rights of Indigenous Peoples* is the framework for reconciliation at all levels and across all sectors of Canadian society.

2

First Nations, Inuit, and Métis peoples, as the original peoples of this country and as self-determining peoples, have Treaty, constitutional, and human rights that must be recognized and respected.

3

Reconciliation is a process of healing of relationships that requires public truth sharing, apology, and commemoration that acknowledge and redress past harms.

4

Reconciliation requires constructive action on addressing the ongoing legacies of colonialism that have had destructive impacts on Aboriginal peoples' education, cultures and languages, health, child welfare, the administration of justice, and economic opportunities and prosperity.

5

Reconciliation must create a more equitable and inclusive society by closing the gaps in social, health, and economic outcomes that exist between Aboriginal and non-Aboriginal Canadians.⁴ • Truth & Reconciliation Commission

6

All Canadians, as Treaty peoples, share responsibility for establishing and maintaining mutually respectful relationships.

7

The perspectives and understandings of Aboriginal Elders and Traditional Knowledge Keepers of the ethics, concepts, and practices of reconciliation are vital to long-term reconciliation.

8

Supporting Aboriginal peoples' cultural revitalization and integrating Indigenous knowledge systems, oral histories, laws, protocols, and connections to the land into the reconciliation process are essential.

9

Reconciliation requires political will, joint leadership, trust building, accountability, and transparency, as well as a substantial investment of resources.

10

Reconciliation requires sustained public education and dialogue, including youth engagement, about the history and legacy of residential schools, Treaties, and Aboriginal rights, as well as the historical and contemporary contributions of Aboriginal peoples to Canadian society.

The following pages outline the Commission's central conclusions about the history and legacy of residential schools and identify both the barriers to reconciliation and the opportunities for constructive action that currently exist.

Source: What We Have Learned: Principles of Truth and Reconciliation (2015) (pp. 3-4)

<http://www.trc.ca/assets/pdf/Principles%20of%20Truth%20and%20Reconciliation.pdf>

Truth & Reconciliation Commission Calls to Action – City of Prince Albert

Many Truth and Reconciliation Commission (TRC) Calls to Action are directed to the federal government.

The following TRC Calls to Action may be viewed as those most relevant to the City and its relationships with Indigenous residents and visitors:

- #43 - We call upon federal, provincial, territorial, and municipal governments to fully adopt the *United Nations Declaration on the Rights of Indigenous Peoples* as the framework for reconciliation.
- #47 - We call upon federal, provincial, territorial, and municipal governments to repudiate concepts used to justify European sovereignty over Indigenous peoples and lands, such as the Doctrine of Discovery and terra nullius, and to reform those laws, government policies, and litigation strategies that continue to rely on such concepts.
- #55 - We call upon all levels of government to provide annual reports or any current data requested by the National Council for Reconciliation so that it can report on the progress towards reconciliation. The reports or data would include, but not be limited to:
 - i. The number of Aboriginal children—including Métis and Inuit children—in care, compared with non-Aboriginal children, the reasons for apprehension, and the total spending on preventive and care services by child-welfare agencies.
 - ii. Comparative funding for the education of First Nations children on and off reserves.
 - iii. The educational and income attainments of Aboriginal peoples in Canada compared with non-Aboriginal people.
 - iv. Progress on closing the gaps between Aboriginal and non-Aboriginal communities in a number of health indicators such as: infant mortality, maternal health, suicide, mental health, addictions, life expectancy, birth rates, infant and child health issues, chronic diseases, illness and injury incidence, and the availability of appropriate health services.
 - v. Progress on eliminating the overrepresentation of Aboriginal children in youth custody over the next decade.
 - vi. Progress on reducing the rate of criminal victimization of Aboriginal people, including data related to homicide and family violence victimization and other crimes.
 - vii. Progress on reducing the overrepresentation of Aboriginal people in the justice and correctional systems.

- #57 - We call upon federal, provincial, territorial, and municipal governments to provide education to public servants on the history of Aboriginal peoples, including the history and legacy of residential schools, the *United Nations Declaration on the Rights of Indigenous Peoples*, Treaties and Aboriginal rights, Indigenous law, and Aboriginal–Crown relations. This will require skills based training in intercultural competency, conflict resolution, human rights, and anti-racism. Educate public servants on the history of Aboriginal peoples, intercultural competency, conflict resolution, human rights, and anti-racism.
- #76 - We call upon the parties engaged in the work of documenting, maintaining, commemorating, and protecting residential school cemeteries to adopt strategies in accordance with the following principles:
 - i. The Aboriginal community most affected shall lead the development of such strategies.
 - ii. Information shall be sought from residential school Survivors and other Knowledge Keepers in the development of such strategies.
 - iii. Aboriginal protocols shall be respected before any potentially invasive technical inspection and investigation of a cemetery site. Document, maintain, commemorate and protect residential school cemeteries.
- #77 - We call upon provincial, territorial, municipal, and community archives to work collaboratively with the National Centre for Truth and Reconciliation to identify and collect copies of all records relevant to the history and legacy of the residential school system, and to provide these to the National Centre for Truth and Reconciliation.
- #79 – We call upon the federal government, in collaboration with Survivors, Aboriginal organizations, and the arts community, to develop a reconciliation framework for Canadian heritage and commemoration. This would include, but not be limited to:
 - i. Amending the Historic Sites and Monuments Act to include First Nations, Inuit, and Métis representation on the Historic Sites and Monuments Board of Canada and its Secretariat.
 - ii. Revising the policies, criteria, and practices of the National Program of Historical Commemoration to integrate Indigenous history, heritage values, and memory practices into Canada’s national heritage and history.
 - iii. Developing and implementing a national heritage plan and strategy for commemorating residential school sites, the history and legacy of residential schools, and the contributions of Aboriginal peoples to Canada’s history.
- #87 – We call upon all levels of government, in collaboration with Aboriginal peoples, sports halls of fame, and other relevant organizations, to provide public education that tells the national story of Aboriginal athletes in history. Tell the story of Aboriginal athletes in history.

- #88 - We call upon all levels of government to take action to ensure long-term Aboriginal athlete development and growth, and continued support for the North American Indigenous Games, including funding to host the games and for provincial and territorial team preparation and travel.
- #92 - We call upon the corporate sector in Canada to adopt the *United Nations Declaration on the Rights of Indigenous Peoples* as a reconciliation framework and to apply its principles, norms, and standards to corporate policy and core operational activities involving Indigenous peoples and their lands and resources. This would include, but not be limited to, the following:
 - i. Commit to meaningful consultation, building respectful relationships, and obtaining the free, prior, and informed consent of Indigenous peoples before proceeding with economic development projects.
 - ii. Ensure that Aboriginal peoples have equitable access to jobs, training, and education opportunities in the corporate sector, and that Aboriginal communities gain long-term sustainable benefits from economic development projects.
 - iv. Provide education for management and staff on the history of Aboriginal peoples, including the history and legacy of residential schools, the *United Nations Declaration on the Rights of Indigenous Peoples*, Treaties and Aboriginal rights, Indigenous law, and Aboriginal–Crown relations. This will require skills based training in intercultural competency, conflict resolution, human rights, and anti-racism.
- #93 - We call upon the federal government, in collaboration with the national Aboriginal organizations, to revise the information kit for newcomers to Canada and its citizenship test to reflect a more inclusive history of the diverse Aboriginal peoples of Canada, including information about the Treaties and the history of residential schools.

Efforts towards Truth & Reconciliation by the City of Prince Albert

Initiative	Brief Detail	Lead	Partners	Truth & Reconciliation Call to Action Reference	Timeline/ Completed
Coalition of Inclusive Municipalities	The City joined the Coalition of Municipalities Against Racism and Discrimination (CMARD) sponsored by the Canadian Commission for UNESCO and in partnership with the Saskatchewan Human Rights Commission. This Coalition has changed to the Coalition of Inclusive Municipalities over the years and they have retained our City as a Coalition of Inclusive Municipality.	City Council		#53	2009
Municipal Cultural Action Plan (MCAP)	The MCAP is a set of actions and priorities around how the City can be a leader in creating a stronger cultural community through support of a variety of arts and cultural initiatives. Many examples of actions are listed below. Two others are: <ul style="list-style-type: none"> • The MCAP micro event grant which has supported initiatives that work towards reconciliation through education and sharing such as the grants to the Prince Albert Multicultural Council for the Multicultural Youth Camp. • An annual budget for protocol expenses such as meetings, resources, and tobacco. 	Arts & Cultural Coordinator	MCAP Working Group (includes 40 people and over 20 organizations)	#53	2015 – ongoing
Reconciliation Ceremony as part of the Canada Day	We have collaborated with the Prince Albert Multicultural Council and the Prince Albert Grand Council (PAGC) to have a Reconciliation Ceremony as part of the Canada Day events on July PAGC lead these ceremonies and each year there is a different focus and learning such as youth, the PAGC Women’s Commission, and Veterans. In 2020	Prince Albert Multicultural Council Prince Albert Grand Council	Community Services - Arts & Cultural Coordinator	#77; #79; #94	May-July annually since 2017

	and 2021, the Canada Day event focused on reconciliation. MCAP covers the cost of the ceremony.				
Knowledge Keepers Committee	We work with a group of Knowledge Keepers including all six local Indigenous cultures – Woodland Cree, Plains Cree, Swampy Cree, Dakota, Dene and Métis. This group of Knowledge Keepers was created through the work of the Prince Albert Historical Society in updating their Indigenous artifacts and exhibit including artist lead community murals. This has been a great relationship builder and important means to guide our work in this area (such as the initiatives discussed below).	Community Services - Arts & Cultural Coordinator	Prince Albert Historical Society	#53	Ongoing since 2018
Prince Albert Urban Indigenous Coalition (PAUIC) and Community Building Youth Futures	The City helped to start and is an active member of the Prince Albert Urban Indigenous Coalition (PAUIC) . The PAUIC has a strong focus on reconciliation and education. We are funded through Indigenous Services Canada for five years. The PAUIC also works in partnership with the Office of the Treaty Commissioner . They also provided an educational video on the first National Day for Truth and Reconciliation interviewing local residential school survivors, youth, and Indigenous leaders. Through the MCAP and PAUIC, The Prince Albert Indian and Métis Friendship Centre, West Flat Citizens Group, the Prince Albert Community Networking Coalition, we were approached to be one of thirteen communities to develop a Community Building Youth Futures organization. It is funded on a five-year cycle/strategy through the Employment and Social Development Canada – Learning Branch and the Tamarack Institute. The goal is to create education and employment opportunities for young people using the Collective Impact approach. The CBYF is a youth led organization working together to build a stronger future for all youth in our community. They have done many capacity building and community	Arts & Cultural Coordinator	MCAP Working Group Prairie Wild Consulting Prince Albert Urban & Métis Friendship Centre West Flat Citizens Group/Bernice Sayese Centre	#53; #77; #79; #92	Began in 2018 and ongoing

	projects including a Cultural Tool Kit with information on how to connect with an Elder, and the Pihtikwe Directory (a tool to connect youth to community services).				
Diversity Nights	We worked with the Prince Albert Multicultural Council to hold Diversity Nights . The purpose of the Diversity Nights is to learn about the cultures that make up our community. Each evening included food, stories, cultural traditions and presentations from three to four different culture/ethnic groups in our community, including one Indigenous cultural group each time.	Prince Albert Multicultural Council	Community Services - Arts & Cultural Coordinator	#93	2018 & 2019
Aboriginal Awareness Training	Mandatory training for all permanent employees, which provides for a basic understanding of Aboriginal people in Canada and their history. Voluntary future sessions will be considered. Training through: Aboriginal Consulting Services, John Lagimodiere. Paid through the MCAP and SaskCulture grant. and coordinated by Corporate Services. Through the MCAP we have also provided additional optional training on	Corporate Services – Communications Manager	City Manager’s Office – Confidential Secretary Corporate Services - HR Consultant and HR Coordinator Community Services - Arts & Cultural Coordinator City of Saskatoon (ayisiyiniwak A Communications Guide; Pathway to Reconciliation; Lead Staff) Multicultural Council of Saskatchewan	#57	2019 & 2020
Land Acknowledgement	The following land acknowledgement at public events and meetings organized by the City of Prince Albert (if such an acknowledgement has not been made previously	City Council	Brought forward through MCAP	#77; #79; #93	March 2019

	<p>at the same event) by City Council and City staff was made through Council resolution in March of 2019:</p> <p><i>“We recognize that Prince Albert is located in Treaty #6 Territory and is homeland of the Dakota and Métis Nations.</i></p> <p><i>We extend our respect to all Indigenous people for their valuable past and present contributions and recognize and respect the cultural diversity within the City of Prince Albert.”</i></p>				
Indigenous People of Prince Albert Interpretive Walk	The Indigenous People of Prince Albert Interpretive Walk will have six interpretive signs posted along the rotary trail near the riverbank. The six interpretive signs will include information about each of the First Nations and Métis Indigenous Groups, the first peoples in Prince Albert, who were settled along the Riverbank and the area known as <i>Kistahpinanihk</i> .	Community Services - Arts & Cultural Coordinator	Knowledge Keepers Prince Albert Historical Society	#77; #79	Completed and installed June 2019
Totem Pole de-accession	In 2019, the Totem Pole on the Riverbank was taken down, based on the safety of the public art and consultation with the Knowledge Keepers, Elders, the Artist/Creator and his family. The totem pole was taken to the home community of the artist. A ceremony, following cultural protocols was held at the time of it was taken down.	Community Services - Arts & Cultural Coordinator	Knowledge Keepers Artist family Community Services - Parks Communications	#77; #79	September 9, 2019
Cultural Diversity and Protocol Policy	The City of Prince Albert (hereinafter referred to as “the City”) recognizes the need to engage Indigenous peoples, newcomers, ethnocultural communities and other stakeholders to create an inclusive, welcoming, and diverse city of opportunity. The City is committed to eliminating racism and discrimination in Prince Albert. Purpose of the Policy:	City Council & City Manager	Brought forward through MCAP Community Services - Arts & Cultural Coordinator City Solicitor	#53; #93	February 2020

	<ul style="list-style-type: none"> All Canadians have been called to engage with the Truth and Reconciliation Commission's (TRC) 94 Calls to Action. The City of Prince Albert is located within Treaty 6 Territory and the homeland of the Dakota and Métis people. Cultural Protocols are one way forward to work with Indigenous, newcomer, and ethnocultural communities. To enhance the City in its daily planning, advising and decision making through strengthened relationships, increased understanding, respect and awareness of Indigenous peoples, newcomers, and ethnocultural communities' cultures. To work towards a community of mutual respect. 				
Indigenous Naming Initiative	<p>The Indigenous Naming Initiative aims to investigate Indigenous and diverse naming of places and spaces in the City of Prince Albert that reflect and recognize our community's population, history, cultures, and diversity. The Knowledge Keepers Committee reviewed the inventory of what is and is not named and we created the first project – to install 3 sets of "River Street" signs in all six local Indigenous languages in three locations. The river or <i>Kistahpinanihk</i>, the gathering place in Cree, has and always will be an important place in our community.</p>	Community Services - Arts & Cultural Coordinator	Knowledge Keepers	#77; #79	Completed 2018 Installed Spring 2020
Prince Albert Regional Economic Development Alliance (PAREDA)	<p>In 2019 Prince Albert City Council led the initiative of the establishment of the Prince Albert Regional Economic Development Alliance (PAREDA). An Memorandum of Understanding was prepared and signed by the 6 founding PAREDA members: PAREDA is governed by a 12-member Board of Directors consisting of:</p> <ul style="list-style-type: none"> 4 municipal representatives; One Director appointed by the City of Prince Albert; One Director appointed by the R.M. of Prince Albert; One Director appointed by the R.M. of Buckland; 	City Council	Planning & Development (See list on left)	#92	2019

	<ul style="list-style-type: none"> ○ One Director appointed by the Town of Shellbrook; ○ 2 First Nations and/or Métis representatives; ○ One Director appointed by Muskoday First Nation; ○ One Director appointed by Peter Ballantyne Developments LP; ○ 1 Tourism sector representative; ○ One Director appointed by majority vote of the six (6) appointed municipal and First Nations and/or Métis representative Directors above-referenced; ○ 5 “Directors-at-Large”; <p>Strong representation by our aboriginal partners was very important in the establishment of the PAREDA and as such, Muskoday FN and Peter Ballantyne Developments LP are recognized as founding board members.</p>				
#92 Parkland Hall land swap with PAGC	Through a land swap agreement, the Parkland Hall is now owned and operated by Prince Albert Grand Council. This includes community programming and rental use for the facility and neighborhood. Also relatively new to that area is Alfred’s Skateboard Park .	City Council	Prince Albert Grand Council Planning & Development Community Services Parkland Community Association	#92	2019
Event Support	The City supports many community special events through the waiving of fees policy, Community Grant Program, and Destination Marketing Fund , such as the Community Youth Powwow, National Indigenous Day, PAGC Senators Cup, First Nations Winter Games, etc.	City Council	Community Services Public Works	#53	Ongoing
Call for an Indigenous Artist to create a design for	The Call for an Indigenous Artist to create a design for Orange Shirt Day was an opportunity to engage a local Indigenous Artist to create a design for Orange Shirt Day and the National Day for Truth and Reconciliation uniquely for Prince Albert. A stencil was made for loan to community organizations to paint in their windows or on	Arts & Cultural Coordinator	Public Art Working Group Prince Albert Indian and Métis Friendship Centre	#77; #79; #92	2021

Orange Shirt Day	crosswalks and entrances, and shirts were made and sold through the Prince Albert Indian and Métis Friendship Centre. This initiative aimed to create more awareness of Orange Shirt Day and the Truth and Reconciliation Day and Calls to Action.				
Wahpeton Dakota Nation consultation on the Little Red River Master Plan	The Wahpeton Dakota Nation was consulted as part of the development of the Little Red River Master Plan.	Parks Manager	Wahpeton Dakota Nation Elder and Knowledge Keeper Arts & Cultural Coordinator HFTC Planning & Design Oxbow Architecture	#77; #79	2019
Ancient Dakota Village what is now Little Red River Park educational signage	Four interpretive and educational signs were developed in consultation with Dr. Leo Omani and Wahpeton Dakota Nation that provide information about the Ancient Dakota Village what is now Little Red River Park . This was a direct tie to the LRRP master plan also. The signs have been ready to install since August. A fifth sign provides a land acknowledgement , which will be installed beside the Cosmo Lodge.	Arts & Cultural Coordinator	Wahpeton Dakota Nation Knowledge Keeper, Chief, Elder Parks Manager	#77; #79	Completed 2021 Not installed
Treaty 6 Flag, Reconciliation Flag and Metis Nation Flag in Memorial Square	City Council installed and raised a Treaty 6 Flag, Reconciliation Flag and Metis Nation Flag in Memorial Square in front of City Hall.	City Council		#77; #79	2021
Prince Albert Grand Council Women's Commission	Supported the Prince Albert Grand Council Women's Commission with their installation of public art acknowledging Missing and Murdered Indigenous Women. The artwork/monument is titled "Sisters in	City Council/Mayor Dionne	Parks – Community Services	#53; #77; #79	2021

artwork/monument “Sisters in Spirit” support.	Spirit” and is located along the Riverbank at approximately 1 st Avenue East.				
National Day for Truth and Reconciliation	The City of Prince Albert declared a Statutory Holiday in recognition of the National Day for Truth and Reconciliation .	City Council	Corporate Services	#80	2021
Naming of three parks along the riverbank in honour of three (3) Indigenous Veterans	The naming of three parks along the riverbank in honour of three (3) Indigenous Veterans – Steven Ross, Norman Henderson, and Emile Highway.	City Council/Mayor Dionne	Parks, Community Services Planning & Development	#77; #79	Nov.10, 2021
Sum Theatre Play in the Park	This year's play highlighted the importance of community by drawing on the Cree teaching of wâhkôhtowin, which refers to the kinship between all things. The show was free for everyone.	MCAP – Arts & Cultural Coordinator	Sum Theatre		June 15, 2022
Billboard welcome signs in PA Indigenous languages	Using the digital billboard we created welcome signs in the PA Indigenous languages (not all complete).	MCAP – Arts & Cultural Coordinator	Knowledge Keepers		July 2022
An evening with Chief Delorme	Supported an event with Chief Cadmus Delorme at the EA Rawlinson Centre, presented by Canadian Tire	Canadian Tire; PAGC	City of Prince Albert (EA Rawlinson Centre/MCAP)	#93; #57	Nov.2, 2022
Building an Equitable and Inclusive Community session	Through the MCAP we have worked with the Multicultural Council of Saskatchewan to offer workshops on:	MCAP – Arts & Cultural Coordinator	Multicultural Council of Saskatchewan	#93; #57	Nov.21, 2022
Plaque recognizing	The Community Services department worked with Parks Canada to install a plaque/monument along the riverbank	Parks Canada	Arts & Cultural Coordinator	#77; #79	Nov.22, 2022

James Isbister as a National Historic Person.	on the rotary trail (near 19 th Street West) recognizing James Isbister as a National Historic Person.		& Parks, Community Services		
Land transfer for FNUniv	City Council voted unanimously at a special meeting to transfer five acres of land to the university for that project FNUniv will purchase five acres of the land immediately southwest and adjacent to 10th Avenue West and 28th Street West for a nominal cost of \$1.	FNUniv	City Council		Jan.10, 2023



Statement of Policy and Procedure			
Department:	Community Services Department	Policy No.	106
Section:	Arts & Culture	Issued:	February 24, 2020
Subject:	Cultural Diversity and Protocol Policy	Effective:	February 24, 2020
Council Resolution # and Date:	Council Resolution No. 0081 dated February 24, 2020		
		Replaces:	
Issued by:	Judy MacLeod Campbell, Arts & Cultural Coordinator	Dated:	
Approved by:	Jody Boulet, Director of Community Services		

1 POLICY

- 1.01 The City of Prince Albert (hereinafter referred to as “the City”) recognizes the need to engage Indigenous peoples, newcomers, ethnocultural communities and other stakeholders to create an inclusive, welcoming, and diverse city of opportunity.

The City is committed to eliminating racism and discrimination in Prince Albert.

2 PURPOSE

- 2.01 All Canadians have been called to engage with the Truth and Reconciliation Commission’s (TRC) 94 Calls to Action. The City of Prince Albert is located within Treaty 6 Territory and the homeland of the Dakota and Metis people. Cultural Protocols are one way forward to work with Indigenous, newcomer, and ethnocultural communities.
- 2.02 To enhance the City in its daily planning, advising and decision making through strengthened relationships, increased understanding, respect and awareness of Indigenous peoples, newcomers, and ethnocultural communities’ cultures.
- 2.03 To work towards a community of mutual respect.

3 SCOPE

- 3.01 City Council and all City of Prince Albert employees.

4 RESPONSIBILITY

- 4.01 City Council and City staff are encouraged to follow the Cultural Protocols, including the Acknowledgement of Traditional Territory and Region at City public events.
- 4.02 The City Manager or Designate is responsible for ensuring compliance with this Policy.
- 4.03 The City Manager or Designate is responsible for the key messages distributed, as approved by City Council.

5 DEFINITIONS

- 5.01 “**Aboriginal Peoples**” are the descendants of the original inhabitants of North America. The Canadian Constitution recognizes three groups of Aboriginal People: Indian (see First Nations), Metis and Inuit. These are three separate peoples with unique heritages, languages, cultural practices and spiritual beliefs.
- 5.02 “**Aboriginal Rights**” are those rights which Aboriginal Peoples have because of their status as Aboriginal People in their own land.
- 5.03 “**Culture**” is the customs, history, values and language that make up the heritage of a person or people and contribute to that person’s or peoples’ identity. First Nations peoples use the term “culture” to refer to their traditional teachings: beliefs, history, languages, ceremonies, customs, traditions, priorities (how life should be) and stories.
- 5.04 “**Discrimination**” is an action or a decision that treats a person or a group badly for reasons such as their race, national or ethnic origin, ancestry, colour, citizenship, religion, age, sex, marital status, sexual orientation, gender identity, disability, receipt of public assistance or level of literacy.
- 5.05 “**Diversity**” is the range of characteristics that make individuals unique. These characteristics include but are not limited to, national origin, language, race, colour, ability, ethnicity, gender, age, religion, skills, knowledge, sexual orientation, gender identity, socioeconomic status and family structure.
- 5.06 “**Elder**” is a person who has earned the right to be recognized as an Elder in his or her community and/or in other First Nations communities. Most have a variety of special gifts they have acquired and earned and have the ability to pass on traditional teachings and provide spiritual guidance.

- 5.07 **“Engagement”** is focusing on the gathering of input from citizens and stakeholders to support City decision-making, offering opportunities for the City and Indigenous peoples, newcomers, and ethnocultural communities to learn from and build relationships with each other.
- 5.08 **“First Nations”** is a collective term used to refer to the original peoples and descendants of North America, which includes many different nations within – each with their own culture, language and territory. Other descriptions of “First Nations” include the following: 1) usually used to refer to a politically autonomous band under the *Indian Act*, a nation of First Peoples; and 2) a term that came into common usage in the 1970s to replace the word “Indian”. Although the term “First Nation” is widely used no legal definition exists. Among its uses, the term “First Nations peoples” refers to the descendants of the original inhabitants of Canada. The term “First Nation” has also been adopted to replace the word “band” in the name of communities.
- 5.09 **“Inclusion”** is appreciating and valuing human differences by creating an atmosphere that promotes a sense of belonging where everyone feels respected and valued for their uniqueness.
- 5.10 **“Indigenous”** is used to refer to First Nations, Metis, and Inuit peoples in Canada. **“Indigenous Communities”** refers collectively to Treaty 6 First Nations and urban indigenous peoples. **“Urban Indigenous Peoples”** is intended to respect and reflect diverse cultural identities and experiences of First Nations, Metis, and Inuit peoples who call Prince Albert home.
- 5.11 **“Metis”** represents people born of, or descended from, both European and First Nations parents. A distinctive Metis Nation developed in what is now southern Manitoba in the 1800s and the descendants of these people later moved throughout the prairies. There are also many other groups of mixed ancestry that consider themselves Metis.
- 5.12 **“Newcomer”** is a person who has recently arrived in a place or joined a group.
- 5.13 **“Ethnocultural”** of or pertaining to the culture of an ethnic group. Describing an ethnic group that has a distinct culture.
- 5.14 **“Protocol”** is a system of guidelines that explain the correct conduct and procedures to be followed in formal situations.
- 5.15 **“Racism”** is defined as views, practices and actions reflecting the belief that humanity is divided into distinct biological groups called races and that beliefs of a certain race share certain attributes which make that group as a whole less desirable, more desirable, inferior or superior.

- 5.16 **“Reconciliation”** is a shared and active process between Indigenous and non-Indigenous peoples to transform relationships and understanding by acknowledging what has happened in the past, addressing the impact of those actions, and moving forward towards a new, improved relationship.
- 5.17 **“Status Indian” (First Nation)** Three definitions are as follows: 1) an Indian person who is registered as an Indian under the *Indian Act* and thus recognized by the federal government as an Indian and accorded the accompanying rights, beliefs and restrictions of the *Indian Act* and related policies; 2) Status Indians who are registered or entitled to be registered under the *Indian Act*. The Act sets out the requirements for determining who is Status Indian; and 3) A commonly used term applied to a person who is registered or entitled to be registered under the *Indian Act*; a Registered Indian is a person who, pursuant to the *Indian Act*, is registered as an Indian or is entitled to be registered as an Indian.
- 5.18 **“Traditional Territory”** is a geographical area identified by a First Nation to be the area of land which they and/or their ancestors traditionally occupied or used and which includes the Treaty 6 First Nation.
- 5.19 **“Treaty 6”** is an agreement between the Canadian Crown and the Plains and Wood Cree, Assiniboine, and other band governments of First Nations at Fort Carlton and Fort Pitt. Treaties 1 to 7 were signed between the Government of Canada and the Indigenous peoples of Canada during the years 1871 and 1877.

6 REFERENCES and RELATED STATEMENTS of POLICY and PROCEDURE

- 6.01 City of Prince Albert 5 Year Strategic Plan (2015-2020)
- 6.02 Kistapinanihk 2035, Prince Albert’s Official Community Plan
- 6.03 Prince Albert Municipal Cultural Action Plan (MCAP)
- 6.04 City of Prince Albert Community Services Master Plan (2018)
- 6.05 ayisinowak – A Communications Guide (City of Saskatoon, Saskatchewan Indigenous Cultural Centre and Office of the Treaty Commissioner)
- 6.06 Truth and Reconciliation Commission of Canada: Calls to Action (2015)
- 6.07 First Nations and Metis Consultation Policy Framework, Government of Saskatchewan (2010)
- 6.08 United Nations Declaration on the Rights of Indigenous Peoples (2007)

7 PROCEDURE – CULTURAL PROTOCOL FOR ENGAGING INDIGENOUS COMMUNITIES

7.01 Preamble

Through the City's cultural planning engagement process, community members identified opportunities for Elders and Indigenous communities to be engaged in the City's decision-making process. This includes planning of cultural events and activities and/or other undertakings that have an impact on Indigenous, Aboriginal, and/or Treaty Peoples.

7.02 Engaging Indigenous Communities

- a. The City is within Treaty 6 Territory (for First Nations) and Western Region II (for Metis). City Council and City staff are encouraged to publicly acknowledge, if an acknowledgement has not been made prior at the same event, and extend appreciation in this regard at public events organized by the City of Prince Albert. As well, an Acknowledgment of Traditional Territory and Region will be made at the beginning of City Council meetings and Executive Committee meetings of Council, to this effect, or as follows:

"We acknowledge that we are on Treaty 6 land and the home of the Dakota and Metis"; or

"We recognize that Prince Albert is located within Treaty 6 Territory and is the homeland of the Dakota and Metis. We extend our respect to all Indigenous people for their valuable past and present contributions and recognize and respect the cultural diversity within the City of Prince Albert".

- b. In developing cultural competence through inclusion and engagement in municipal activities the City will create opportunity for Indigenous peoples' voices to be heard by consulting and/or extending invitation to community stakeholders. In this regard, the City will:
 - i. Engage with Indigenous/Aboriginal people in good faith and with integrity.
 - ii. Acknowledge and have mutual respect and trust for Indigenous/Aboriginal people.
 - iii. Communicate through the consultation process in a clear, open, and honest manner.

- iv. Reduce barriers to participation, and promote inclusion in City facilities and programs/opportunities
- v. Provide equal opportunity to those wanting to participate in local government and consider our City's diversity in the composition of our workforce.
- vi. Support employment equity and anti-racism, as the City is an important player in fostering good race relations and racial harmony in the community.
- vii. Create a welcoming and supportive environment for employees of all cultural backgrounds.
- viii. The Respectful Workplace Policy has been established to provide a supportive environment for all employees.
- ix. Review methods of communication to ensure that information is provided in a variety of ways to make it easily accessible to a diverse population.
- x. Be a leader in the community by communicating the City's vision and role as it relates to cultural diversity and protocol.

7.03 Engaging Elders and Cultural Resource Experts

- a. It is a traditional practice amongst Indigenous people to provide an honorarium to an Elder or cultural resource expert for his or her services. This honorarium will not be viewed as payment for service but rather as a gift of gratitude, which can be monetary or non-monetary in nature (i.e. tobacco and broadcloth).
- b. The City recognizes that some Elders may come with a helper and/or an attendant when invited to lead a ceremony.

A helper or attendant may be required to assist an Elder in the preparation of a ceremony. An attendant is someone who looks after an Elder and whose duties may include: arranging transportation to and from the venue, greetings and introducing the Elder, and offering the comforts that elderly people may require.

8 PROCEDURE – CULTURAL PROTOCOL FOR ENGAGING NEWCOMER AND ETHNOCULTURAL COMMUNITIES

8.01 Preamble

Through the City's cultural planning engagement process, community members acknowledged the importance of ensuring all nations, communities, and individuals are celebrated and welcomed into the community.

8.02 Engaging Newcomer and Ethnocultural Communities

- a. In developing cultural competence through inclusion and engagement in municipal activities the City will create opportunity for newcomer and ethnocultural voices to be heard by consulting and/or extending invitation to community stakeholders. In this regard, the City will:
 - i. Engage with Newcomer and Ethnocultural Communities in good faith and with integrity.
 - ii. Acknowledge and have mutual respect and trust for Newcomer and Ethnocultural Communities.
 - iii. Communicate through the consultation process in a clear, open, and honest manner.
 - iv. Reduce barriers to participation, and promote inclusion in City facilities and programs/opportunities
 - v. Provide equal opportunity to those wanting to participate in local government and consider our City's diversity in the composition of our workforce.
 - vi. Support employment equity and anti-racism, as the City is an important player in fostering good race relations and racial harmony in the community.
 - vii. Create a welcoming and supportive environment for employees of all cultural backgrounds.
 - viii. The Respectful Workplace Policy has been established to provide a supportive environment for all employees.
 - ix. Review methods of communication to ensure that information is provided in a variety of ways to make it easily accessible to a diverse population.

- x. Be a leader in the community by communicating the City's vision and role as it relates to cultural diversity and protocol.



RPT 23-363

TITLE: Rates & Fees - Community Services Department

DATE: September 7, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the Rates and Fees Manual, as attached to RPT 23-354, which forms the basis for the 2024 Budget, be forwarded to the Budget Committee for review during the 2024 Budget deliberations.

PRESENTATION:

Verbal Presentation by Curtis Olsen, Sport and Recreation Manager.

ATTACHMENTS:

1. Rates & Fees - Community Services Department (RPT 23-354)

Written by: Community Services Advisory Committee



RPT 23-354

TITLE: Rates & Fees - Community Services Department

DATE: August 30, 2023

TO: Community Services Advisory Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the Rates and Fees Manual, as attached to RPT 23-354, forms the basis for the 2024 budget, and be forwarded to the Executive Committee for review prior to the 2024 budget deliberations.

TOPIC & PURPOSE:

To allow the Community Services Advisory Committee (CSAC) to review the Rates and Fees Proposal prior to forwarding it to the Executive Committee for review prior to the 2024 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:

The Rates & Fees Structure prioritizes the following factors:

- General Admissions & Memberships – Youth & Seniors pay 60% of the Adult Rate.
- Facility Rentals – Youth pay 70% of the Adult Rate at all facilities.
- 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.

For 2024 the following items serve as the main drivers for the expense budget:

- Salaries, Wages & Benefits – 50%
- Equipment & Building Maintenance/Supplies – 17%
- Utilities – 12%
- Contracted & General Services – 8%
- Fleet – 7%
- Other – 6% (Grants/Donations, Insurance, Financial Charges)

These costs represent commitments within the Collective Bargaining Agreements, increases set by external parties such as utilities & insurance or account for the significant escalation being experienced by all industries for costs related to materials, supplies, equipment & parts.

For 2024 the following factors assist with achieving the revenue targets:

- User Charges & Fees – 50%
- Concessions – 20%
- Sponsorships – 15%
- Operating Grants & Donations – 10%
- Surcharges on admissions & rentals that assist with Reserve Fund Development – 5%

As a result, User Charges & Fees are not the only revenue driver at each facility which assists with providing a subsidized Rates & Fees Structure to the users.

In addition to the rates & fees changes identified for 2024, the Operating Model development for the New Aquatics & Arenas Facility will be finalized and included for review as part of the 2025 Budget deliberations. The Operating Model Framework has been approved by the Steering Committee with a focus on the Organizational Structure, Policy Manual Development, Budget preparation & Rates & Fees. The Operating Model Framework includes the potential

for the implementation of a Non-Resident Rate Structure. This will be included as part of the review as directed by City Council.

Below is the projected Revenue, Expense & Cost Recovery summary for each location in 2024:

Functional Area 2024	Revenue	Expenses	%
Alfred Jenkins Field House	\$649,867	\$926,537	70%
EA Rawlinson	\$905,900	\$1,318,758	69%
Frank J Dunn Pool	\$245,900	\$915,285	27%
Kinsmen Water Park	\$303,500	\$620,844	49%
Prime Ministers' Park	\$162,000	\$277,688	58%
Crescent Acres Park	\$11,000	\$49,707	22%
Class 'A' Playfields	\$47,845	\$89,332	54%
Art Hauser Centre	\$961,544	\$1,705,943	56%
Kinsmen Arena	\$350,137	\$615,500	57%
Dave G Steuart Arena	\$227,888	\$400,238	57%
Arts Centre	\$73,000	\$252,735	29%
OVERALL	\$3,938,581	\$7,172,568	55%

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 2024 Budget using the approved Rates & Fees to form the basis for the budget preparation.

As part of the proposed Rates & Fees for 2024, cost recovery is projected to be 55% overall. In consideration of the expense related challenges for 2024, this compares favourably with the 56% cost recovery in 2023 while also balancing the appropriate price point for accessing the City's recreation, arts and culture services.

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 Priority of Delivering Professional Governance as rates are strategically structured to ensure taxpayers of Prince Albert are getting full value for the services being provided. The proposal also supports this Strategic Priority 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: Verbal – Curtis Olsen, Sport & Recreation Manager

ATTACHMENTS:

1. Rates & Fees Manual

Written by: Curtis Olsen, Sport & Recreation Manager

Approved by: Director of Community Services & City Manager

2024 Rates and Fees

Community Services Department



City of
Prince Albert

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RECREATION FACILITIES

Alfred Jenkins Field House - Admission Rates

*Rates effective January 1, 2024 for Alfred Jenkins Field House

Pre-School (1-5 yrs)			
Rate Type	Cost	GST	Total
Single Admission	FREE	n/a	FREE
Group Rates	FREE	n/a	FREE
Bulk Passes (5)	FREE	n/a	FREE
Bulk Passes (10)	FREE	n/a	FREE
Monthly Membership (single facility – AJFH or FJD)	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
Drop-in Fitness Classes	n/a	n/a	n/a
Youth (6-17 yrs) / Senior (60+)			
Rate Type	Cost	GST	Total
Single Admission	\$5.24	\$0.26	\$5.50
Group Rates	\$4.29	\$0.21	\$4.50
Bulk Passes (5)	\$20.95	\$1.05	\$22.00
Bulk Passes (10)	\$36.65	\$1.83	\$38.50
Monthly Membership (single facility – AJFH or FJD)	\$24.05	\$1.20	\$25.25
Monthly Recreation Pass (drop-in access to all 2 facilities and lane swimming/aquasize at KWP)	\$27.14	\$1.36	\$28.50
Drop-in Fitness Classes	\$5.24	\$0.26	\$5.50
Adult (18 – 59 yrs)			
Rate Type	Cost	GST	Total
Single Admission	\$8.81	\$0.44	\$9.25
Group Rates	\$7.86	\$0.39	\$8.25

Bulk Passes (5)	\$35.00	\$1.75	\$36.75
Bulk Passes (10)	\$61.43	\$3.07	\$64.50
Monthly Membership (single facility – AJFH or FJD)	\$40.00	\$2.00	\$42.00
Monthly Recreation Pass (drop-in access to all 2 facilities and lane swimming/aquasize at KWP)	\$45.00	\$2.25	\$47.25
Next Step Monthly Membership	\$23.10	\$1.15	\$24.25
Drop-in Fitness Classes	\$8.81	\$0.44	\$9.25
Family Rate			
Rate Type	Cost	GST	Total
Single Admission	\$17.62	\$0.88	\$18.50
Bulk Passes (5)	\$70.00	\$3.50	\$73.50
Bulk Passes (10)	\$122.62	\$6.13	\$128.75
Monthly Membership (single facility – AJFH or FJD)	\$45.00	\$2.25	\$47.25
Monthly Recreation Pass (drop-in access to all 2 facilities and lane swimming/aquasize at KWP)	\$90.00	\$4.50	\$94.50
Drop-in Fitness Classes	\$17.62	\$0.88	\$18.50

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*

Alfred Jenkins Field House - Additional Admission Rates

Rates effective January 1, 2024

Rate Type	Cost	GST	Total
Seniors Walking Program (Monthly)	\$15.00	\$0.75	\$15.75
Toddler Turf Time	\$2.62	\$0.13	\$2.75

Alfred Jenkins Field House – Rental Options

Rates effective January 1, 2024

Hourly Rentals

Adult				
Rental Areas	Cost	GST	PST As of Oct 1/22	Total
Multi-Purpose Room	\$25.00	\$1.25	n/a	\$26.25
Gymnasium	\$55.00	\$2.75	n/a	\$57.75
Gymnasium Charging Admission	\$67.62	\$3.38	n/a	\$71.00
Turf Field (Full Field)	\$175.00	\$8.75	n/a	\$183.75
Turf Field (Half Field)	\$87.62	\$4.38	n/a	\$92.00
Indoor Track	\$45.00	\$2.25	n/a	\$47.25
Climbing Wall (Per person, Per hour)	\$9.24	\$0.46	\$0.55	\$10.25
Batting Cage	\$79.50	\$3.98	\$4.77	\$88.25
Youth/Senior				
Rental Areas	Cost	GST	PST As of Oct 1/22	Total
Multi-Purpose Room	\$20.00	\$1.00	n/a	\$21.00
Gymnasium	\$37.38	\$1.87	n/a	\$39.25

Gymnasium Charging Admission	\$ 55.00	\$2.75	n/a	\$57.75
Turf Field (Full Field)	\$116.67	\$5.83	n/a	\$122.50
Turf Field (Half Field)	\$ 58.57	\$2.93	n/a	\$61.50
Indoor Track	\$ 29.52	\$1.48	n/a	\$31.00
Climbing Wall (Per person, Per hour)	\$ 5.87	\$ 0.28	\$ 0.35	\$ 6.50
Batting Cage	\$ 47.74	\$ 2.39	\$ 2.87	\$ 53.00

Daily Rentals

Adult			
Rental Areas	Cost	GST	Total
Multi-Purpose Room	\$ 150.00	\$ 7.50	\$ 157.50
Gymnasium	\$ 330.00	\$ 16.50	\$ 346.50
Gymnasium Charging Admission	\$ 405.00	\$ 20.25	\$425.25
Gymnasium Non-Prime Time	\$ 35.24	\$1.76	\$37.00
Turf Field (Full Field)	\$1,050.00	\$52.50	\$1,102.50
Turf Field (Half Field)	\$ 525.00	\$ 26.25	\$551.25
Youth/Senior			
Rental Areas	Cost	GST	Total
Multi-Purpose Room	\$120.00	\$6.00	\$126.00
Gymnasium	\$223.57	\$11.18	\$234.75
Gymnasium Charging Admission	\$330.00	\$16.50	\$346.50
Gymnasium Non-Prime Time	\$35.24	\$1.76	\$37.00
Turf Field (Full Field)	\$699.05	\$34.95	\$734.00
Turf Field (Half Field)	\$349.52	\$17.48	\$367.00

**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, 2024

Pre-School (Under 5 yrs)				
Rate Type	Cost	GST	PST As of Oct 1/22	Total
Single Admission (Before 6pm)	FREE	n/a	n/a	FREE
Last Hour Promotion (6pm – 7pm)	FREE	n/a	n/a	FREE
Group Rate	FREE	n/a	n/a	FREE
Bulk Passes (5)	FREE	n/a	n/a	FREE
Bulk Passes (10)	FREE	n/a	n/a	FREE
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	PST As of Oct 1/22	Total
Single Admission (Before 6pm)	\$6.53	\$0.33	\$0.39	\$7.25
Last Hour Promotion (6pm – 7pm)	\$3.38	\$0.17	\$0.20	\$3.75

Group Rate	\$5.63	\$0.28	\$0.34	\$6.25
Bulk Passes (5)	\$26.13	\$1.31	\$1.57	\$29.00
Bulk Passes (10)	\$46.62	\$2.33	\$2.80	\$51.75
Summer Membership (June, July, August)	\$81.11	\$4.06	\$4.87	\$90.00
Monthly Recreation Pass (drop-in access to all 3 facilities and lane swimming/aquasize at KWP)	\$27.14	\$1.36	n/a	\$28.50
Adult				
Rate Type	Cost	GST	PST As of Oct 1/22	Total
Single Admission (Before 6pm)	\$11.04	\$0.55	\$0.66	\$12.25
Last Hour Promotion (6pm – 7pm)	\$5.63	\$0.28	\$0.34	\$6.25
Group Rate	\$10.14	\$0.51	\$0.61	\$11.25
Bulk Passes (5)	\$44.14	\$2.21	\$2.65	\$44.14
Bulk Passes (10)	\$77.25	\$3.86	\$4.64	\$85.75
Summer Membership (June, July, August)	\$135.14	\$6.76	\$8.11	\$150.00
Monthly Recreation Pass (drop-in access to all 3 facilities and lane swimming/aquasize at KWP)	\$47.38	\$2.37	n/a	\$49.75
Family				
Rate Type	Cost	GST	PST As of Oct 1/22	Total
Single Admission (Before 6pm)	\$22.30	\$1.11	\$1.34	\$24.75
Last Hour Promotion (6pm – 7pm)	\$11.04	\$0.55	\$0.66	\$12.25
Group Rate	n/a	n/a	n/a	n/a
Bulk Passes (5)	\$88.29	\$4.41	\$5.30	\$98.00
Bulk Passes (10)	\$154.28	\$7.71	\$9.26	\$171.25
Summer Membership (June, July, August)	\$270.27	\$13.51	\$16.22	\$300.00

Monthly Recreation Pass (drop-in access to all 3 facilities and lane swimming/aquasize at KWP)	\$90.00	\$4.50	n/a	\$94.50
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**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)	\$303.10	\$15.15	\$318.25	\$368.25
61 – 120 People (7 Lifeguards Required)	\$358.10	\$17.90	\$376.00	\$426.00
121 – 180 People (8 Lifeguards Required)	\$418.10	\$20.90	\$439.00	\$489.00
181 – 240 People (9 Lifeguards Required)	\$461.90	\$23.10	485.00	\$535.00
241+ People (10 Lifeguards Required)	\$517.14	\$25.86	543.00	\$593.00
Concession Fee (Optional)	\$25.71	\$1.29	27.00	

Frank J. Dunn Pool - Admission Rates

*Rates effective January 1, 2024 for Frank J. Dunn Pool

Pre-School (1-5 yrs)				
Rate Type	Cost	GST	PST As of Oct 1/22	Total
Single Admission	FREE	n/a	n/a	FREE
Group Rates	FREE	n/a	n/a	FREE
Bulk Passes (5)	FREE	n/a	n/a	FREE
Bulk Passes (10)	FREE	n/a	n/a	FREE
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	PST As of Oct 1/22	Total
Single Admission	\$5.44	\$0.27	\$0.33	\$6.00
Group Rates	\$4.28	\$0.21	\$0.26	\$4.75
Bulk Passes (5)	\$21.40	\$1.07	\$1.28	\$23.75
Bulk Passes (10)	\$36.94	\$1.85	\$2.22	\$41.00
Monthly Membership (single facility – AJFH or FJD)	\$24.10	\$1.20	\$1.45	\$26.75
Monthly Recreation Pass (drop-in access to all 2 facilities and lane swimming/aquasize at KWP)	\$26.90	\$1.35	n/a	\$28.25
Drop-in Fitness Classes	\$5.44	\$0.27	\$0.33	\$6.00
Adult (18 – 59 yrs)				
Rate Type	Cost	GST	PST As of Oct 1/22	Total
Single Admission	\$8.78	\$0.44	\$0.53	\$9.75
Group Rates	\$7.88	\$0.39	\$0.47	\$8.75
Bulk Passes (5)	\$34.91	\$1.75	\$2.09	\$38.75

Bulk Passes (10)	\$61.25	\$3.06	\$3.67	\$68.00
Monthly Membership (single facility – AJFH or FJD)	\$40.32	\$2.02	\$2.42	\$44.75
Monthly Recreation Pass (drop-in access to all 2 facilities and lane swimming/aquasize at KWP)	\$45.00	\$2.25	n/a	\$47.25
Next Step Monthly Membership	\$23.20	\$1.16	\$1.39	\$25.75
Drop-in Fitness Classes	\$8.78	\$0.44	\$0.53	\$9.75
Family Rate				
Rate Type	Cost	GST	PST As of Oct 1/22	Total
Single Admission	\$17.62	\$0.88	n/a	\$18.50
Bulk Passes (5)	\$70.05	\$3.50	\$4.20	\$77.75
Bulk Passes (10)	\$122.52	\$6.13	\$7.35	\$136.00
Monthly Membership (single facility – AJFH or FJD)	\$45.05	\$2.25	\$2.70	\$50.00
Monthly Recreation Pass (drop-in access to all 2 facilities and lane swimming/aquasize at KWP)	\$90.00	\$4.50	n/a	\$94.50
Drop-in Fitness Classes	\$17.57	\$0.88	\$1.05	\$19.50

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*

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	\$120.00	\$6.00	\$126	\$156
25 – 49 People	\$160.00	\$8.00	\$168	\$198
50 -74 People	\$200.00	\$10.00	\$210	\$240
75 – 99 People	\$240.00	\$12.00	\$252	\$282
100 – 150 People	\$280.00	\$14.00	\$294	\$324

**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*

Paddling Pool Rentals

Options	Cost	GST	Total
1 Playground Leader	\$57.14	\$2.86	\$60.00
2 Playground Leaders	\$85.00	\$4.25	\$89.25

Swimming and Advanced Course Rates – Frank J. Dunn Pool / Kinsmen Water Park

Rates effective April 1, 2024

Lifesaving Society			
Rate Type	Cost	GST	Total
Parent & Tot 1-3	\$53.33	\$2.67	\$56.00
Preschool 1-5	\$53.33	\$2.67	\$56.00
Swimmer 1-4	\$53.33	\$2.67	\$56.00
Swimmer 5-6	\$60.95	\$3.05	\$64.00
Canadian Swim Patrol Rookie, Ranger, Star Patrol	\$69.05	\$3.45	\$72.50
Sport Level 1	\$64.05	\$3.20	\$67.25
Sport Level 2	\$69.05	\$3.45	\$72.50
Sport Level 3	\$74.05	\$3.95	\$77.75
Sport Level 4	\$79.05	\$3.95	\$83.00
Sport Level 5	\$84.00	\$4.20	\$88.20
Adult 1-3	\$69.76	\$3.49	\$73.25
5 x 30 minute classes	\$39.05	\$2.05	\$43.00
5 x 45 minute classes	\$40.95	\$2.35	\$49.25
Advance Courses			
Rate Type	Cost	GST	Total
Bronze Star	\$70.00	\$3.50	\$73.50
Bronze Medallion	\$176.43	\$8.82	\$185.25
Bronze Cross	\$190.95	\$9.55	\$200.50
National Lifeguard - Pool	\$309.76	\$15.49	\$325.25

National Lifeguard - Pool Recertification	\$103.10	\$5.15	\$108.25
National Lifeguard - Waterpark	\$155.00	\$7.75	\$162.75
Lifesaving Instructor	\$351.67	\$17.58	\$369.25
Lifesaving Sport Coach Level 1	\$193.33	\$9.67	\$203.00
Aquatic Supervisor Training	\$138.57	\$6.93	\$145.50
Standard First Aid	\$152.38	\$7.62	\$160.00
Standard First Aid Recertification	\$94.52	\$4.73	\$99.25
CPR-HCP Recertification	\$57.86	\$2.89	\$60.75

**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, 2024

Class 'A' Facilities – Baseball/Softball/Slo-Pitch Diamonds and Multi-Purpose Fields

Adult Base Rate				
Rates	Cost	GST	PST As of Oct 1/22	Total
Practice Rate	\$20.48	\$1.02	n/a	\$21.50
Game Rate (Soccer/Baseball/Softball)	\$50.95	\$2.55	n/a	\$53.50
Game Rate (Football/Rugby)	\$61.19	\$3.06	n/a	\$64.25
Day Rate	\$204.05	\$10.20	n/a	\$214.25
Lights Surcharge (Bookings after 8:30pm)	\$33.81	\$1.69	n/a	\$35.50
Field Prep Surcharge (Practices Only)	\$16.19	\$0.81	n/a	\$17.00 we should delete this rate and use just the practice rate
Staff Surcharge (Rate per additional staff)	\$232.43	\$11.62	\$13.95	\$258.00
Youth Base Rate				
Rates	Cost	GST	PST As of Oct 1/22	Total
Practice Rate	\$12.86	\$0.64	n/a	\$13.50
Game Rate (Soccer/Baseball/Softball)	\$32.38	\$1.62	n/a	\$34.00
Game Rate (Football/Rugby)	\$40.00	\$2.00	n/a	\$42.00
Day Rate	\$128.57	\$6.43	n/a	\$135.00
Lights Surcharge (Bookings after 8:30pm)	\$22.38	\$1.12	n/a	\$23.50
Field Prep Surcharge (Practices Only)	\$10.71	\$0.54	n/a	\$11.25 we should get rid of this and just use the practice rate

Staff Surcharge (Rate per additional staff)	\$151.35	\$7.57	\$9.08	\$168.00
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**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	\$28.33	\$1.42	\$29.75
Complex Hourly Rate (4 Courts)	\$85.00	\$4.25	\$89.25
Court Daily Rate	\$509.52	\$25.48	\$535.00
Youth Base Rate			
Rates	Cost	GST	Total
Court Hourly Rate	\$19.76	\$0.99	\$20.75
Complex Hourly Rate (4 Courts)	\$59.76	\$2.99	\$62.75
Court Daily Rate	\$358.57	\$17.93	\$376.50

Harry Jerome Track - Rental Rates

Rates effective April 1, 2024

Hourly Rentals

Adult			
Rate	Cost	GST	Total
Entire Track & Field Complex	\$66.67	\$3.33	\$70.00
Track Only	\$33.81	\$1.69	\$35.50
Throwing Complex (Shot Put, Javelin, Discus)	\$17.62	\$0.88	\$18.50
Lights Surcharge (Applied to Bookings after 8:30pm)	\$32.14	\$1.61	\$33.75
Youth			
Rate	Cost	GST	Total
Entire Track & Field Complex	\$43.34	\$2.16	\$45.50
Track Only	\$21.91	\$1.09	\$23.00
Throwing Complex (Shot Put, Javelin, Discus)	\$10.95	\$0.55	\$11.50
Lights Surcharge (Applied to Bookings after 8:30pm)	\$22.38	\$1.12	\$23.50

Daily Rentals

Adult			
Rates	Cost	GST	Total
Entire Track Complex	\$392.86	\$19.64	\$412.50
Track Only	\$194.05	\$9.70	\$203.75
Local School Division Track Meets	n/a	n/a	n/a
Lights Surcharge (Applied to Bookings after 8:30pm)	\$33.81	\$1.69	\$35.50
Youth			
Rates	Cost	GST	Total
Entire Track Complex	\$258.81	\$12.94	\$271.75
Track Only	\$129.52	\$6.48	\$136.00
Local School Division Track Meets	\$188.81	\$9.44	\$198.25
Lights Surcharge (Applied to Bookings after 8:30pm)	\$22.38	\$1.12	\$23.50

Outdoor Special Events

Rates effective April 1, 2024

Mobile Stage, Portable Stage and Amphitheatre Cover Rental Rates

Setup Rate				
Rate	Cost	GST	PST As of Oct 1/22	Total
Business Hours Mon to Fri -8am to 4:30pm	\$345.05	\$17.25	\$20.70	\$383.00
Non-Business Hours	\$515.10	\$25.75	\$30.90	\$571.75
Takedown Rate				
Rate	Cost	GST	PST As of Oct 1/22	Total
Business Hours Mon to Fri -8am to 4:30pm	\$345.05	\$17.25	\$20.70	\$383.00
Non-Business Hours	\$515.10	\$25.75	\$30.90	\$571.75

ARENAS

Arena – Rental Rates

*Rates effective May 1, 2024

Ice Rentals

Art Hauser Centre			
Hourly Rates	Cost	GST	Total
Youth Prime Time	\$145.95	\$7.30	\$153.25
Adult Prime Time	\$208.10	\$10.40	\$218.50
Non-Prime Time	\$131.43	\$6.57	\$138.00
Youth Prime Time Aug 1 to Sept 5	\$196.19	\$9.81	\$206.00
Adult Prime Time Aug 1 to Sept 5	\$280.48	\$14.02	\$294.50
Adult Rec Hockey	\$165.95	\$8.30	\$174.25
Rush Ice	n/a	n/a	n/a
Kinsmen Arena / Dave Steuart Arena			
Hourly Rates	Cost	GST	Total
Youth Prime Time	\$139.05	\$6.95	\$146.00
Adult Prime Time	\$198.10	\$9.90	\$208.00
Non-Prime Time	\$124.52	\$6.23	\$130.75
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	\$158.10	\$7.90	\$166.00
Rush Ice	\$13.10	\$0.65	\$13.75

Summer Rentals (Ice Out)

*Rates effective April 1, 2024

Kinsmen Arena / Dave Steuart Arena			
Hourly Rates	Cost	GST	Total
Youth Prime Time	\$69.52	\$3.48	\$73.00
Adult Prime Time	\$99.05	\$4.95	\$104.00
Non-Prime Time	\$62.62	\$3.13	\$65.75

**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 May 1, 2024

General Admission				
Rate	Cost	GST	PST As of Oct 1/22	Total
Pre-School (0-5 yrs)	FREE	n/a	n/a	FREE
Youth (6-17 yrs) & Senior (60+)	\$2.92	\$0.15	\$0.18	\$3.25
Adult (18-59 yrs)	\$4.95	\$0.25	\$0.30	\$5.50
Family Rate	\$9.69	\$0.48	\$0.58	\$10.75

Arena – Special Event Rental Rates

Rates effective June 1, 2024

Art Hauser Centre				
Hourly Rates	Cost	GST	PST As of Oct 1	Total
Concert Base Rate (Ice In)	\$10,640.00	\$532.00		\$11,172.00
Concert Base Rate (Ice Out)	\$6,660.00	\$330		\$6,930.00
Concert All-Inclusive Rate (Ice In)	\$12,520.00	\$626.00		\$13,146.00
Concert All-Inclusive Rate (Ice Out)	\$8,600.00	\$430.00		\$9,030.00
High School Graduations	\$4,803.81	\$240.19		\$5,044.00
Annual Pow Wow	\$12,547.62	\$627.38		\$13,175.00
Annual PBR Event	\$13,450.48	\$672.52		\$14,123.00
Special Event Daily Rate (Ice Out)	\$3,000.00	\$150.00		\$3,150.00
Special Event Daily Rate (Ice In)	\$4,200.00	\$210.00		\$4,410.00
Parking Lot Daily Rate	\$550.48	\$27.52		\$578.00
Tri-Height Stage Rental	\$822.97	\$41.15	\$49.38	\$870.00
Video Score Clock Per Tournament	\$250.00	\$12.50		\$262.50
Video Score Clock Per Game	\$52.38	\$2.62		\$55.00
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 1, 2024

Ches Leach Lounge				
Rates	Cost	GST	PST As of Oct 1	Total
Daily Rate	\$1,100.00	\$55.00		\$1,155.00
Half Day	\$550.48	\$27.52		\$578.00
Hourly Rate	n/a	n/a		n/a
Corkage Per Person	\$3.83	\$0.19	\$0.23	\$4.25
Kinsmen Room				
Rates	Cost	GST		Total
Daily Rate	\$260.95	\$13.05		\$274.00
Half Day	\$137.05	\$6.85		\$143.90
Hourly Rate	n/a	n/a		n/a
Corkage	n/a	n/a		n/a
Steve Ruznisky Boardroom				
Rates	Cost	GST		Total
Daily Rate	\$120.00	\$6.00		\$126.00
Half Day	\$63.10	\$3.15		\$66.25
Hourly Rate	\$20.00	\$1.00		\$21.00
Corkage	n/a	n/a		n/a
Johnny Bower Lobby / SHOF				
Rates	Cost	GST		Total
Daily Rate	\$330.00	\$16.50		\$346.50

Half Day	\$165.95	\$8.30	\$174.25
Hourly Rate	\$55.00	\$2.75	\$57.75
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, 2024

Regular Rates – Hourly Rate			
	Cost	GST	Total
Studio, Heritage Room, Boardroom, Pottery Studio	\$17.86	\$0.89	\$18.75
Regular Rates – Daily Rate			
	Cost	GST	Total
Studio, Heritage Room, Boardroom, Pottery Studio	\$104.52	\$5.23	\$109.75
Groups & Guilds Rates – Hourly Rate			
	Cost	GST	Total
Studio, Heritage Room, Boardroom, Pottery Studio	\$12.38	\$0.62	\$13.00
Groups & Guilds Rates – Daily Rate			
Rate Type	Cost	GST	Total
Studio, Heritage Room, Boardroom, Pottery Studio	\$73.57	\$3.68	\$77.25

- ❖ **Bookings outside of our regular hours** may be available and are an additional \$20.00/hour (\$.95 GST). Please phone the Arts Centre at (306) 953-4811 for more information.

Equipment Available to Rent:

- **Hollander (Paper Maker)** – The Hollander can be rented for \$10/day (including PST; min half day) plus a Heritage Room rental. The renter must be oriented to the machine.
- **Screen Printing** – The screen printing equipment can be rented for \$10/day (including PST; min half day) plus a Studio Room rental, plus \$10 per screen set up and \$5 per 30 shirts for ink and cleaning supplies. The renter must have attended the Screen Printing training or a minimum four week program.
- **Piano** – There are two pianos that can each be rented for \$5/hour (including PST; min half hour) plus a Studio or Heritage room rental.
- **Sandblaster/Table Top Printing Press/Wash Out Booth** – The Sandblaster, Table Top Printing Press, or Wash Out Booth can be rented for \$20 per hour (including PST; min. half hour). The renter must be familiar with the machines.
- **Mah Jongg Game** – American version of Mah Jongg can be rented for \$10.00/day (including PST; min half day). Can be rented for use outside the building.
- **Lino Cut Kit** – 10 Lino cut tools, 4 brayers and inks for relief printing for \$20.00/day (including PST; min half day). Can be rented for use outside the building.
- **Paper Making Screens** – Various sizes of screens. 10 per rental for \$20.00/day (including PST; min half day). Can be rented for use outside the building.

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	\$125.00	\$6.25	\$131.25
One Time Visit - 1.5 hour hand building class	\$175.00	\$8.75	\$183.75
Two Time Visit - 1 hour hand building and 1 hour glazing class	\$225.00	\$11.25	\$236.25
11-18 Participants/Students			
	Cost	GST	Total
One Time Visit - 1 hour hand building (or glazing) class	\$175.00	\$8.75	\$183.75
One Time Visit - 1.5 hour hand building class	\$250.00	\$12.50	\$262.50
Two Time Visit - 1 hour hand building and 1 hour glazing class	\$300.00	\$15.00	\$315.00
Over 18, Add for Instructor Assistant			
	Cost	GST	Total
One Time Visit - 1 hour hand building (or glazing) class	\$46.73	\$2.33	\$49.00
One Time Visit - 1.5 hour hand building class	\$50.00	\$2.5-	\$52.50
Two Time Visit - 1 hour hand building and 1 hour glazing class	\$80.00	\$4.00	\$84.00

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 Arts Centre

8-11 Participants/Students			
	Cost	GST	Total
One Time Visit – 1-1.5 hour Screen Printing Program (Bring your own t-shirts/garments)	\$40.00	\$2.00	\$42.00
12-18 Participants/Students			
	Cost	GST	Total

One Time Visit – 1-1.5 hour Screen Printing Program (Bring your own t-shirts/garments)	\$40.00	\$2.00	\$42.00
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)	\$40.00	\$2.00	\$42.00

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, 2024

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	\$5.00	\$0.25	\$5.25
Per Day (Includes kiln loading and unloading)	\$10.00	\$0.50	\$10.50
Punch Card (Includes 10 punches/10 hours, shelf rental for one month max, kiln loading and unloading)	\$30.00	\$1.50	\$31.50
Shelf Rental (\$5.00 per month after punch card expiry membership)	\$1000	\$0.50	\$10.50
Monthly Membership (Includes unlimited access when programs are not in progress, shelf rental for one month max, kiln unloading and loading)	\$70.00	\$3.50	\$73.50

Clay

Half Box (Clay, Glaze and Firing Fee)				
Options	Cost	GST	PST As of Oct 1/22	Total
M340	\$38.29	\$1.91	\$2.30	\$42.50
M350; M390	\$39.19	\$1.96	\$2.35	\$43.50
M370; L212; F78G	\$43.24	\$2.16	\$2.59	\$48.00
M390	\$40.77	\$2.04	\$2.45	\$45.25
L212; F78G	\$41.67	\$2.08	\$2.50	\$46.25
Coffee Clay	\$45.05	\$2.25	\$2.70	\$50.00
Reclaim Log (Approx. size of ¼ box – as available)	\$15.09	\$0.75	\$0.91	\$16.75
Full Box (Clay, Glaze and Firing Fee)				
Options	Cost	GST	PST As of Oct 1/22	Total
M340	\$76.13	\$3.81	\$4.47	\$84.50
M350; M390	\$78.15	\$3.91	\$4.69	\$86.75
M370; L212; F78G	\$86.04	\$4.30	\$5.16	\$95.50
M390	\$81.08	\$4.05	\$4.86	\$90.00
L212; F78G	\$79.28	\$3.96	\$4.76	\$88.00
Coffee Clay	\$90.09	\$4.50	\$5.41	\$100.00

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	\$5.00	\$0.25	\$5.25
Per Half Kiln	\$30.00	\$1.50	\$31.50
Per Full Kiln	\$60.00	\$3.00	\$63.00
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	\$5.00	\$0.25	\$5.25
Per evening	\$10.48	\$0.52	\$11.00
Punch Card 10 punches/10 hours	\$30.00	\$1.50	\$31.50

EA RAWLINSON CENTRE

Rental Rates Community Users

Rates effective January 1, 2024

* 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)	\$727.38	\$36.37	\$763.75
Same Day 2 nd Performance	\$407.14	\$20.36	\$427.50
Additional Set-up/Rehearsal Time Rate is Per Hour (Same Day, Max 5 Hours)	\$42.86	\$2.14	\$45.00
Additional Set-up/Rehearsal Day (Max 5 Hours)	\$481.90	\$24.10	\$506.00
Time Required over 5 Hours Rate is Per Hour	\$42.86	\$2.14	\$45.00
Technicians	Included in the 5 hour rental block		
Technicians – Per Hour (Additional Hours up to the 8 th Hour)	\$50.00	\$2.50	\$52.50
Technicians – Per Hour (Additional Hours after the 8 th Hour)	\$100.00	\$5.00	\$105.00

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:

- Captial Building Levy - \$2.00 plus GST/PST
- Stabilization Fee – \$2.00 plus GST/PST
- Youth Access Fee – \$1.00 plus GST/PST

Non-Profit/Not For Profit Set-up Fee per event/session is \$75.00 plus GST/PST.

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	PST As of Oct 1/22	Total
When any area of the Centre is used as a Concession or for the Sale of Merchandise Rate is Per Day	\$268.10	\$13.40	n/a	\$281.50
Cleaning Fee (If used, the servery is expected to be left clean. Failure to do so will result in a cleaning fee.)	\$85.95	\$4.30	n/a	\$90.25
Additional cleaning/sanitation visits required or requested Rate is Per Visit	\$54.05	\$2.70	\$3.24	\$60.00

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	\$1,391.90	\$69.60	\$1,461.50
Meal Break Penalty 6 hours without a one hour meal break	\$214.05	\$10.70	\$224.75
Additional Set-up – Per Hour	\$54.05	\$2.70	\$56.75

Commercial Festival Rate

Options	Cost	GST	Total
12 hours (9:00am – 11:00pm) Including 2 one hour breaks	\$2,570.00	\$128.50	\$2,698.50
Meal Break Penalty 6 hours without a one hour meal break	\$214.05	\$10.70	\$224.75

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)	\$1,285.00	\$64.25	\$1,349.25
Additional Hours – Per Hour	\$54.05	\$2.70	\$56.75

Non-Profit Rate

Options	Cost	GST	Total
9:00am – 5:00pm or 4:00pm – 12:00am (8 hours)	\$1,194.05	\$59.70	\$1,253.75
Additional Hours – Per Hour	\$54.05	\$2.70	\$56.75

Lobby Functions

Includes:

- Lobby, Servery, Tables and Chairs
- Duty Manager or Security Guard

Options	Cost	GST	Total
5 Hours (Including set-up time)	\$509.05	\$25.45	\$534.50
Additional Hours – Per Hour	\$4.05	\$2.70	\$56.75

Multipurpose Space Rental

Options	Cost	GST	Total
All groups – 8 Hours (Including set-up time)	\$240.95	\$12.05	\$253.00
Additional Hours – Per Hour	\$54.05	\$2.70	\$56.75

Marketing Fees/Packages

Options	Cost	GST	Total
Printing of 60 Posters	\$84.05	\$4.20	\$88.25
Poster Distribution on our Regular Poster Runs	\$84.05	\$4.20	\$88.25
Full Marketing/Promotion (Includes printing of 60 posters, distribution on regular poster runs, newsletter and eblasts to our ticket base)	\$268.10	\$13.40	\$281.50

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)	\$1,478.10 or 10% of total sales net tax and ticket service charges - Whichever is greater	\$73.90	\$1,552.00
Same Day 2 nd Performance (Up to 5 hours)	\$1,478.10 or 10% of total sales net tax and ticket service charges - Whichever is greater	\$73.90	\$1,552.00
*Commercial Renters shall pay all labour costs, minimum Crew of 2 Technicians			
Crew Regular Rate Per Hour	\$54.05	\$2.70	\$56.75
Time Over 8 Hours and Regular Time on Stat Holidays – Per Hour	\$105.00	\$5.25	\$110.25
Time Over 8 Hours on Stat Holidays Per Hour	\$129.05	\$6.45	\$135.50

Merchandise Fee: Licensee or Renter 85%. Centre 15%.

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:

- Captial Building Levy - \$2.00 plus GST/PST
- Stabilization Fee – \$2.00 plus GST/PST
- Youth Access Fee – \$1.00 plus GST/PST

Commercial Set-up Fee per event/session is \$135.00 (GST/PST 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	PST As of Oct 1/22	Total
8 Hours (Including set-up/take down time)	\$503.10	\$25.15	n/a	\$528.25
Additional Hours – Per Hour	\$54.05	\$2.70	n/a	\$56.75
Bar Tender – Per Hour (Minimum 3 hours)	\$21.17	\$1.06	\$1.27	\$23.50

Multipurpose Space Rental

Options	Cost	GST	Total
All groups – 8 Hours (Including set-up time)	\$240.95	\$12.05	\$253.00
Additional Hours – Per Hour	\$54.05	\$2.70	\$56.75

Concession/Merchandise Fees

Options	Cost	GST	PST As of Oct 1/22	Total
When any area of the Centre is used as a Concession or for the Sale of Merchandise Rate is Per Day	\$268.10	\$13.40	n/a	\$281.50
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	n/a	\$86.00
Additional cleaning/sanitation visits required or requested Rate is Per Visit	\$51.58	\$2.58	\$3.09	\$57.25

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, 2024

Prince Albert Arts Centre

Options	Cost	GST	Total
Pottery or Arts/Craft Class Per Person (minimum 8 people)	\$15.29	\$0.76	\$16.00
Pottery or Arts/Craft Class (10-12 children/youth)	\$150.00	\$7.50	\$157.50
Pottery or Arts/Craft Class Per Person (13+ children/youth)	\$15.29	\$0.76	\$16.00
Room Rental Only Per Hour	\$17.14	\$0.86	\$18.00
Children's Art Supplies from the Arts Centre Per Person(with room booking)	\$2.14	\$0.11	\$2.25

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)	\$15.00	\$0.75	\$15.50 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)	\$30.00	\$1.50	\$31.50
1.5 hour Painting Class Rate is Per Person (All supplies included) (Minimum 6, maximum 18)	\$30.00	\$1.50	\$31.50
1.5 hour Arts Activity Rate is Per Person (i.e. Painting, Cooking/Little Chefs, Drawing) (Minimum 6, maximum 12)	\$25.00	\$1.25	\$26.25
2 Pottery Classes (1.5 hr. as above + 1 hr. Glazing) (Minimum 6, maximum 12)	\$50.00	\$2.50	\$52.50

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	PST	Total
Gymnasium/Multi-Purpose Room (Gym, and Room for 2 hrs)	\$94.29	\$4.71	n/a	\$99.00
Turf B-day Party	\$136.67	\$6.83	n/a	\$143.50
Climbing Wall/ Multi-Purpose Room (Climbing Wall and in Room for 2hrs)	\$42.62 \$5.86	\$2.13 \$0.29	\$2.30 \$0.35	\$44.75 plus \$6.50/child



RPT 23-364

TITLE: Little Red River Park Development Update

DATE: September 7, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That RPT 23-353 be forwarded to the 2024 Budget Committee deliberations for consideration of the proposed 2024 initiatives; and,
2. That the Truth and Reconciliation Framework, as outlined within RPT 23-353, be approved.

PRESENTATION:

Verbal Presentation by Tim Yeaman, Parks and Open Spaces Manager.

ATTACHMENTS:

1. Little Red River Park Development Update (RPT 23-353)

Written by: Community Services Advisory Committee



RPT 23-353

TITLE: Little Red River Park Development Update

DATE: August 29, 2023

TO: Community Services Advisory Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That the report be forwarded to the 2024 Budget Committee deliberations for consideration of the proposed 2024 initiatives.
2. That the Truth and Reconciliation Framework as outlined within RPT 23-353, be approved.

TOPIC & PURPOSE:

To provide and update on current development within the park, approved plans for 2023 and the proposed initiatives for 2024.

BACKGROUND:

Over the last several years there has been and continues to be considerable headway made on work to bring improvements to Little Red River Park which started with the development and adoption of the Little Red River Park Masterplan in 2019.

In the spring of 2019, the City of Prince Albert engaged HTFC and Oxbow Architect to create a Master Plan for Little Red River Park with a goal to address programming and infrastructure needs in the park.

Since the adoption of the Masterplan, the Community Services Department continues to revisit the document each operating year to ensure that goals for park improvements and programming aligns with the plan as well as the Community Services Masterplan. This in turn allows Community Services to review this information, identify priorities and consult on what

those future costs may be to make the necessary improvements and bring that information in report form for further consideration.

This report will provide an update regarding what has been accomplished year-to-date, along with updates on partnerships, development opportunities and operational improvements related to the priorities outlined in the Little Red River Park Master Plan.

PROPOSED APPROACH AND RATIONALE:

Little Red River Park is a natural urban park covering approximately 1,200 acres within the city limits of the City of Prince Albert. It is situated immediately north of the North Saskatchewan River. Prince Albert is fortunate to have such a large park in proximity to its urban core. A place of great natural beauty, Little Red River Park is of comparable size to Winnipeg's Assiniboine Park (1,100 acres) and Vancouver's Stanley Park (1,000 acres). At the confluence of the Spruce (Little Red) and North Saskatchewan Rivers, the park is ecologically contiguous to the Nisbet Provincial Forest. It is one of the series of parks along the North Saskatchewan River known collectively as the Pêhonân Parkway.

Although Little Red River Park does not serve as large an urban population as Winnipeg or Vancouver, Saskatchewan's park tourism has traditionally drawn visitors from the whole province, and not just the nearest urban centers. Because of its large size and natural setting, Little Red River Park has the opportunity to serve as an urban park while functioning similarly to a municipal or regional park, offering a broad range of potential visitor experiences. The site has offered appeal to people from across the province of Saskatchewan and Canada through the years, for a variety of human activities.

In 2019, HTFC Planning, Design, and Oxbow Architecture undertook the tasks of collecting data, engaging the local community, and analyzing findings on the park in order to offer recommendations for moving forward through a 10-year Master Plan, the City is now entering year 4 of the Masterplan implementation. The purpose of the Master Plan is to guide future operations, development, partnerships, governance and funding of the park to ensure that it remains a valued place in the Prince Albert region.

Community Services will identify in this report the successes to date and will also provide a summary of priority work completed in 2023 based on prior budget approval. We will also highlight future recommendations as identified in the 'Stages of Development' report provided to Council in June of 2021 and Capital investment required under each stage to help accomplish these priorities.

2020 – 2023 priorities and improvements that have been accomplished:

1. Contractor in place to supply services to the Cosmo Lodge (Knotty Pine Bistro)

2. Parks Department has taken responsibility for the day-to-day maintenance within the park, including but not limited to: Mowing, string trimming, garbage, pruning, daily checks thru out the park, snow removal, etc.
3. Improvements to the trail systems, ski hill, working in partnership with both the Prince Albert Nordic Ski Club and the Kinsmen Ski and Snowboard Centre Operator. Council's approval on a Bike Skills Park within Little Red River Park in partnership with the Rock 'N' Road Cycling Club.
4. Improvements to the signing of trails.
5. In House GIS support and partnership with Saskatchewan Polytechnic on development of an interactive trail map that is available on the City website.
6. Marketing initiatives to bring more awareness to the park through the New City Website and social media sites.
7. Renewal of the Kinsmen Ski and Snowboard Center Operator Agreement
8. Development of formal Agreement with the Prince Albert Nordic Ski Club for the network of trails and Equipment.
9. Development of formal Agreement with the Rotary Club for the Rotary Adventure Park.
10. Construction and installation of 3 new pedestrian bridges within the park.
11. Fire Smart Management/Fuel Mitigation first year completion in 2021 under a 5-year agreement with the Saskatchewan Public Safety agency through a federal government cost share 60% City, Federal Government 40%
12. Internet connection has been brought to the Ski Hill and Cosmo Lodge but has proven not so reliable due to the low area the core are of the park sits. We have searched out other opportunities and technology in consultation with the IT Department and will be updating our service through the Star-link satellite platform in the coming weeks.

13. Fire hydrant connection near the bottom of the east toboggan hill has been completed with hopes of providing our own snow making services for the toboggan hill within 2-years (2025 tentative date).
14. Construction and completion of the Rotary Adventure Park and Zip Lines
15. Paved accessible pathway from the Cosmo Lodge down to the Rotary Adventure Park and Zip Lines.
16. Completion of parking and roadway improvements with a total of **151** designated parking stalls through out the center core of the park.
17. Construction and completion of a new 16 X 24 Warm-up Shelter near the Cosmo Lodge
18. Improvements and addition to the covered picnic shelter near the playground – expected completion is the end of October 2023
19. Construction and installation of year-round washrooms to be installed by the end of September near the toboggan hill.

The Little Red River Park will have seen a total of **\$3,187,530.00 invested** through 2020 – 2023.

The accomplishments are a direct result of the generous support of:

- The Rotary Club of Prince Albert
- Malcolm Jenkins Family Foundation
- Provincial and Federal Grants
- Support of City Mayor and Council through the budgeting process

- In-kind Donations from community and local business

2024 Priorities:

1. Once the Playground has been completed and amenities are in place, consideration for Playground Programming for Little Red River Park will be made.
2. A new Ski Lift for the Kinsmen Ski and Snowboard Center. The current lift(s) have approximately one maybe two years left and are nearing the end of their useable life. We have been working with Technical Safety Authority of Saskatchewan, the agency of the Government of Saskatchewan responsible for the inspection of safety monitoring of elevating devices such as ski lifts. We continue to repair and maintenance the equipment and are nearing the end of the expectant life of the homemade lift system which is estimated to be approximately 40 plus years old.

The department has over the last 3 years researched possible ski lift options noting that one possible consideration was a Magic Carpet. The Magic Carpet has now been removed as a consideration as it would require significant changes to the slope of the hills and the cost of the product has more than doubled since 2020. The price ballooned from the original quote of \$147,258.00 US Dollars in 2022 to 2023 seeing that cost move to \$315,745.00 US Dollars, this does not include taxes, delivery or installation.

The Department has been working in consultation with the Ski Hill Operator and a Company out of New Hampshire, New England, and TowPro Lifts who specialize in Portable Rope Tow Systems that we believe would suit the needs of both hills. Estimated costs of this system would be approximately \$60,390 US Dollars per lift, would require minimal installation and would allow for removal of the new lift system at the end of each season for it to be stored indoors during the off season. A total investment based on conversion rates as of September 2023 would require a total investment of \$225 - 250,000 this would include taxes, duties, feeds, freight, installation and training. The amount is not expected to be higher than \$250,000 however it will fluctuate based on market conditions at the time of ordering. This system would have minimal maintenance requirements when compared to the current lift system already in place.

Part of the challenge we face here in Canada, is the limited suppliers of such lifts. Most lift manufacturers are based either out of the United States or Europe.

3. Continue work in consultation with the Public Works team in bringing improved water

service thru the park connecting strategic points to a closed water system that will eventually make its way to out to the Airport. This closed water system will allow for potable water in the central core of the park and provide additional snow making opportunities.

4. Develop a Resource Management and Emergency Preparedness Plan that encompasses the entire park, Kinsmen Ski Hill, Cosmo Lodge, user groups operating within the park during the four operating seasons. Consultation with all levels of emergency services, user groups will be required.
5. Continue work with Saskatchewan Public Safety Agency and Prince Albert Fire Department to continue work on a wildfire management plan for Little Red River Park. The City is in a 5-year agreement with SPSA for Fire Smart Management/Fuel Mitigation Planning. Through this agreement the City has committed to \$153,900 over the 5-year period with a cost share structure as follows:

2022 – 60% City funding \$30,780	40% Federal \$20,250
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2023 – 60% City funding \$30,780	40% Federal \$20,250
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2024 – 60% City funding \$30,780	40% Federal \$20,250
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2025 – 60% City funding \$30,780	40% Federal \$20,250
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6. Work to review and improve upon service levels through the addition of staff to help assist in the service level gaps that will become noticeable as the park becomes busier. These additional staff will be looked at through the operational lens as well as a programming lens to see how they would best fit and duties that would be required to be provided.

Community Services recognizes that as we work to build out the core essentials of the park there will be a need for additional staffing support as the park sees a continued healthy increase in visitors each year. Over the past 36 months City park space, specifically Little Red River Park continue to see large increases in usage. The increase is partial due to ongoing improvements and the connection for people to improve upon their mental health and quality of life. As a result this continues to highlight the importance of maintaining those spaces and providing services to ensure

that we meet standards and service delivery levels.

Total Capital Improvements for consideration during 2024 budget deliberations - **\$250,000 estimate**

By the end of 2024 the City will have accomplished the main core improvements for Little Red River Park as outlined above. These amenities and improvements are the first recommendations through the Little Red River Master Plan. We believe these are part of the core essentials of the park and add to the sustainability of services and programming while assisting with the function and flow of the park. Community services will continue to provide Council with future updates that outline continued sought out partnerships and future funding noting that the LRRP Masterplan has been put together as a living document to be reviewed year-to-year.

2025 Priorities:

- Stump Post replacement through the center core of the Little Red River Park, many of the posts are rotting, falling over or missing – we will be gathering pricing and a replacement strategy to bring to the 2025 Budget Committee for consideration
- Security of Park thru fencing initiatives, gates deterring vehicular entry – Security of the park has long been a concern with unwanted vehicular traffic and the challenges that come with securing a 1200+ Acre Park. The department will continue to investigate options available to continue to build upon the security through out the park.

Truth and Reconciliation Framework

Administration was directed to bring forward a process for consideration at an upcoming meeting through the following resolution:

“That Administration bring forward a process for consideration at an upcoming meeting to follow when recommending the implementation of Truth & Reconciliation Initiatives at the Little Red River Park.”

Little Red River Park:

Because the first inhabitants of Little Red River Park were the Dakota people, it would make sense that they be the main peoples to consult and collaborate with.

Reconciliation Opportunity:

Locations that once housed the local Dakota community including the cabins, roads and

community hall as well as sacred spots have been identified. In the spirit of inclusivity and Reconciliation, there is an opportunity to work with Wahpeton and other local First Nations and Metis communities to build a gathering space for cultural events that bring together youth and Elders from indigenous and non-Indigenous communities.

The proposed process for Implementation of Truth and Reconciliation Initiatives at the Little Red River Park are as follows:

Noting that efforts towards truth and reconciliation should be the responsibility of all persons, these efforts may take different approaches as a 'one process, fits all' approach may not be appropriate.

A broad protocol/process could be described as follows:

1. Issues/needs identified where applicable.
2. Identify priorities for Truth & Reconciliation (City's strategic plan & Truth & Reconciliation Calls to Action).
3. Priorities are structured in city work/action plans – i.e. City Council, a specific department or area of the department.
4. These plans would identify who the lead is and who would be the best persons to consult and collaborate with. These would be identified based on the priority or issue, and who is assigned to the task. For example if it is government focused, governance would be consulted. If it were a youth focused, youth would be consulted.
5. Plans that involve indigenous peoples should have consultation from indigenous peoples such as Elders, Knowledge Keepers, Indigenous youth, PA Urban Indigenous Coalition.
6. As per the Cultural Diversity and Protocol Policy, protocols would be followed when asking an Elder or Knowledge Keeper for assistance.
7. Plans are executed/completed (some may be ongoing).
8. Plans are evaluated and recommended to City Council for approval before proceeding.

Why a Knowledge Keepers Committee?

The Knowledge Keepers committee was created by the Prince Albert Historical Society to develop a permanent exhibit on the Indigenous history of our City and area.

Representation of the committee consists of (1 rep from each Indigenous group that is home to P.A. – 6 in total). These individuals would seek the required permissions (protocol) from their Chief and/or Chief & Council if required.

The Knowledge Keepers are identified and respected in their communities for having this knowledge to share. They can provide valuable information, education, and recommendations for community.

The Department is providing this outlined process for consideration to Truth and Reconciliation Initiatives at the Little Red River Park.

Other Equally Important Strategic Planning Considerations:

Community services is committed to researching these other important considerations looking for innovative technology opportunities, funding partnerships, consultation and ongoing communication while considering the following.

Clearing of deadfall from river course – The meandering course of the Spruce River (Little Red River) runs approximately 6.5 kilometers in total length from the point where it meets the northern boundary of the Park to the point where it spills into the North Saskatchewan River. Along this course, deadfall from the forested river edge has rendered this river course unnavigable, and indeed dangerous to watercraft. This represents a missed recreational opportunity.

Removal of this deadfall within the Park, will create an opportunity for canoe and kayak trips along the Little Red. This, in turn, if demand allows, opens up potential boat rental opportunities within the park. Currently this initiative is being investigated further as past estimates have indicated that efforts to complete this work would be in the tens if not hundreds of thousands of dollars and may not be an initiative that is attainable.

Internal Wayfinding and Boundary Demarcation – Signage throughout the Park with discrete branding and graphic continuity will help to build a strong graphic identity for the Park and identify it as a unique and special place. Signage must be clear, unambiguous, multi-lingual, and employ best practices for universal design.

Signage should also clearly demarcate all park entrances and boundaries of the Park, it should be clear to visitors that they are entering the Park. Also in our efforts consideration should be given to lighting at the entrances to the park. There is currently no street lighting at either of the Park entrances. This is a problem for both safety (perceived and actual) and wayfinding.

Improved transportation Too and Through the Park – Ideas such as extension of Prince Albert Transit Service to the Park with regular day-time service to Cosmopolitan Lodge would increase accessibility to the Park for those with limited transportation options. The new route could also service Glass Field Airport from the main Downtown transfer point at Central Avenue and 14th Street. Council has approved a trial period in 2023 of transit service to the park and to be reviewed internally once complete.

North Riverbank Trail System (Kiwanis Club) – In 1997 a capital project was undertaken by the City with financial support from the Prince Albert Kiwanis Club in the amount of \$17,500 and Nature Prince Albert and Saskatchewan Lotteries in the amount of a \$7000 grant to upgrade the self-guided nature trail system just North of the City and East of the Diefenbaker Bridge along highway 55 East. Today this 4.5 Kilometers of trail on the south side of highway 55 East is overgrown and inaccessible in many areas and would require planning and budgetary consideration to see it re-habilitated and serving as a natural guided experience by foot or bike to Little Red River Park.

Re-establishment of the Friends of Little Red River User Group – This group has served as an important voice for user groups at LRRP over the years with a direct line back to the Community Services Advisory Group. The group has not functioned as a whole since 2020 and consideration moving forward of a similar group is being considered.

CONSULTATIONS:

Extensive consultation was completed through the development of the Little Red River Park Master Plan.

Efforts to continue a consultative approach in the weeks and months ahead with park visitors, user groups, other key organizations and groups as outlined in the Little Red River Park will be key to ensuring continued success moving forward.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Administration will continue to communicate internally with all departments involved as well as our Communications Department to ensure timely updates are provided to the public, user groups, and Mayor and Council where necessary.

OTHER CONSIDERATIONS/IMPLICATIONS:

There is no policy, financial, privacy implications or other considerations

STRATEGIC PLAN:

The proposed project(s) align with the Strategic Goal(s) within the City's 2023-2025 Strategic Plan as follows:

Investing in Infrastructure through 'Nature Area Planning' with continued prioritization and support of recommendations identified through the annual reporting of the State of the Parks & Playgrounds Improvement Plan, Little Red River Park Master Plan, and the Urban Forestry Management Plan.

Delivery Professional Governance through 'Engaged Government' by 'Identifying' sensitive issues in advance and implement thorough quality communication as well as 'Strengthen'

relationships with external organizations to share information and collaborate on projects and services.

OFFICIAL COMMUNITY PLAN:

There are three (3) Strategic Goals related to the Community Services Master Plan supported here:

Active & Caring Community: The planning process has taken into account all feedback received by the public, user groups and stakeholder organizations.

Sustainable Growth: The planning process will continue to identify recommendations that focus on priorities for the future with the understanding of available resources to implement any initiatives.

Infrastructure: The City will create infrastructure that supports growth while planning for continuous improvement.

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:

Verbal - Timothy Yeaman, Parks and Open Spaces Manager

Written by: Timothy Yeaman, Parks and Open Space Manager

Approved by: Director of Community Services and City Manager

Authorized representative of:
MAGIC CARPET® LIFTS
don@inter-mtn.com

PROPOSAL
for
BOARDWALK® Design Conveyor Lift

To: Tim Yeaman Date: February 6, 2020
Company: City of Prince Albert, SK
e-mail: tyeaman@citypa.com

Application: **Beginner Lift**

Length:	450 feet		
Vertical Rise:	up to 15%		
Capacity:	1500 persons per hour		
Drive System:	30 HP		
Incoming Power:	480 or 600 VAC		
Head (unload section) Section:	One (1)		
Tail (load) Section:	One (1)		
Intermediate Sections:	Forty-four (44)		
Belt Tensioning System:	Constant Tension with Marshmallow Springs		
Walkways:	Full length, both sides		
Belting:	New <i>Magic Grip II</i> ® Premium belt		
Base Conveyor System	24" Wide Belt:	\$ 140,000.00	USD
	30" Wide Belt:	\$ 147,258.00	USD

Pricing valid for 30 days - FOB Denver, CO
For Gravity Tension Counterweight System add on \$10,800.00 USD

Includes:

- ✓ Engineering Packet, P. Eng. Stamped
- ✓ CSA Z98 requirements and pre-installation criteria
- ✓ Technical specifications and analysis
- ✓ Acceptance test procedure
- ✓ Components specifications
- ✓ Mechanical component drawings
- ✓ Electrical schematics



Proudly made in the USA since 1990



PROPOSAL FOR:
LOCATION:
DATE:

CITY OF PRINCE ALBERT

Prince Albert, SK
January 27, 2023

Application:	Ski Hill
Length:	450'
Belt Width:	See Below
Vertical Rise:	67.5' (15%)
Design Capacity:	1500 persons per hour
Drive System:	30HP
Incoming Power:	480VAC, Three Phase
Head (unload) Section:	1
Tail (load) Section:	1
Intermediate Sections:	43 standard + 1 with belt scraper
Walkway Panels, 12" wide:	88
Belt Tensioning System:	Constant Manual Tension w/marshmellow springs
Belting Material:	Premium 3ply 330# "Magic Grip" Belting
Conveyor System:	24" Wide \$290,750.00 USD 30" Wide \$315,745.00 USD

For Gravity Tension Counterweight System add on \$19,680.00 USD

FOB Denver - Budgetary Purposes

Included:

- ✓ CSA Z98 requirements and pre-installation criteria
- ✓ Technical Specifications and Analysis
- ✓ Components Specifications
- ✓ Electrical Schematics
- ✓ Acceptance Test Procedure
- ✓ Mechanical Component Drawings
- Motorized belt cleaning brush



Contact: Will Mayo 207-441-4040

Towpro Lifts LLC
 326 Main st Unit #4
 Fremont NH 03044

Price Quote

Submitted on 02/02/2023

Project Title

Kinsmen TP-25 x2

Project Description

(2) 25 HP KITS 6:1 overall reductions
 15-20+ person capacity
 2 Ropes Serving 475 and 430 ft
 460V input
 including installation and shipping

Customer Information

TYeaman@citypa.com
 306.953.4802

Quote #

KS #23-065

Delivery Address

Kinsmen Ski and Snowboard Centre
 Prince Albert SK, S0J 3H0

Deposit Total

\$72,468.00

Deposit Due

before construction

Description	Qty	Unit price	Total price
TP-25 Lift package	2.00	\$60,390.00	\$120,780.00
roller Stanchions	8.00	\$125.00	\$1,000.00
1" Rope totaling 905 feet of service	925.00	\$6.00	\$5,550.00
Splice	2.00	\$250.00	\$500.00
additional accessories - lift tower sheaves	8.00	\$250.00	\$2,000.00
freight Estimatre from Fremont NH USA to Prince Albert SK Canada	2.00	\$2,800.00	\$5,600.00
Taxes Duties and Fees associated with Canadian Customs	127,830.00	8%	\$9,587.25
Site visit, installation and training	2.00	1,300.00	2,600.00
travel costs and lodging	4.00	1,500.00	6,000.00

Notes: **ALL PRICES ARE IN US DOLLARS**
 this quote includes installation and in-person training from our team. Please allow 12-16 weeks from date of deposit to shipping day. Quotes are accurate for 90 day minimum after which prices are subject to change.

Subtotal \$153,617.25

paid \$0.00

Due \$153,617.25 USD



City of
Prince Albert

RPT 23-360

TITLE: 2024 Golf Course Improvements

DATE: September 6, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the following be included in the 2024 Budget deliberations for consideration:

That the 2024 Golf Course Pathway Improvement Plan, as attached to RPT 23-333, be approved.

ATTACHMENTS:

1. 2024 Golf Course Improvements (RPT 23-333)

Written by: Golf Course Advisory Committee

RPT 23-333

TITLE: 2024 Golf Course Improvements

DATE: August 23, 2023

TO: Golf Course Advisory Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the 2024 Golf Course Pathway Improvement Plan, as attached to RPT 23-333, be approved.

TOPIC & PURPOSE:

The purpose of the report is to provide an update regarding Golf Course Improvements.

BACKGROUND:

The Golf Course Advisory Committee Work Plan was forwarded to City Council for approval following the February 28th, 2023 Advisory Committee meeting. City Council subsequently approved the Work Plan at the March 6th, 2023 meeting. The approved Work Plan provides an outline of the main areas of consideration for the Golf Course Advisory Committee. An update regarding the Golf Course Improvements is scheduled for consideration at the August 22nd, 2023 Golf Course Advisory Committee meeting.

PROPOSED APPROACH AND RATIONALE:

As recommended by the Golf Course Advisory Committee, the following was approved to be allocated to the Golf Course Improvements Reserve as part of the 2023 Budget:

- Annual Sponsorship Funding for Cooke Municipal Golf Course to the Golf Course Improvements Reserve. This is confirmed to be \$91,000 in 2023.
- \$60,000 of the annual revenue generated through Pathway Fees and Cart Rentals will be allocated to the Golf Course Improvements Reserve for the purpose of Pathway Reconstruction and Repair.

This funding allocation in combination with the annual operational surplus will allow the opportunity to consider further Golf Course improvements. Further information regarding the status of the Golf Improvements Reserve is outlined under the Financial Implications section of this report.

Areas of focus for Golf Course Improvements includes Pathway Reconstruction & Repair, Forestry Maintenance & the future Bunker Renovation Plan.

Golf Course Pathway Improvements

There is a significant deficit with respect to reconstruction & repair to the network of pathways. The 2022 Season represented the 19th year since any paving improvements were completed on the golf course. \$50,000 was approved in the 2022 budget to assist with the designated improvements. This amount has been increased to \$60,000 for 2023 and is recommended at the same amount for 2024. The goal is for annual funding to be provided in support of pathway improvements in consultation with the Golf Course Advisory Committee.

2022 Pathway Plan completed as attached.

- This area serves as one of the most highly visible and travelled intersections.
- With the completion of the renovations to the pond and green on hole 5, paving of the paths occurred to finish the project.
- Total cost for 2022 was \$40,269.57. The remaining \$9,730.43 will be carried forward to 2023 for Pathway Improvements.

2023 Pathway Plan completed as attached:

- This area is another highly visible and frequently travelled intersection by golfers and the Golf Course staff.
- \$60,000 was approved for Pathway Improvements in the 2023 Budget. Once combined with the \$9,730.43 in Carry Forward funds there is a total of \$69,730.43 available for Pathway Improvements in 2023. However the actual costs to complete the work totalled \$92,308.96.

2024 Pathway Plan proposed as attached:

- The recommended Pathway Plan for 2024 is attached at an estimated cost of \$40,000. The plan includes the asphalt pathway adjacent to the 7th Green, 8th hole and 9th tee areas. The pathways in this area have deteriorated beyond basic repair and require reconstruction. This work will also compliment the Forestry work in this area scheduled for the Fall of 2023.

As the annual funding allocation is available Management will continue to recommend pathway improvements utilizing the existing budget.

Forestry Maintenance

An assessment of the Forestry Maintenance work required on the golf course was completed in 2022. As a result of the assessment, over \$130,000 in Forestry Maintenance was completed last Fall through the Community Services Department Operating Budget following the closure of the golf course for the season. The forestry work was prioritized by trees experiencing structural issues, damage and disease. Pruning was also completed by the City's Forestry Crew on holes 11 & 14. Forestry work continued during the Spring of 2023 and was completed by the Golf Course staff. The work mainly focused on further tree pruning and general maintenance.

Attached is a copy of the Map outlining the work completed in 2022 and the work forecasted for 2023 – 2025. The main focus for the Fall of 2023 includes the pruning back of the tree line to the left of the 8th hole. In the Spring of 2024, the focus is scheduled to shift to the left and right of the 10th tee area.

Management is currently reviewing the implementation of other preventative measures:

- Fire prevention work along the exterior of the course adjacent to the rail line. This will include consultation with the Fire Dept, Bylaw & Sanitation.
- A danger tree survey will be completed every 1 – 2 years to identify potential public safety risks on the golf course. Due to annual weather events and the presence of Poplar Borer, structural issues can occur each year and it is important to complete this assessment on a frequent basis in order to plan the necessary resources to address any identified issues.
- A Dutch Elm Disease survey will be completed each season along with the continued monitoring for other forest health threats such as Emerald Ash Borer, European Elm Scale & LDD Moth.

Further updates will continue to be provided regarding the forecasted work on an annual basis.

Bunker Renovation Plan

The Bunker Renovation Plan was approved in 2019.

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.

A Request for Proposals was issued in 2022 to determine the funding required for Phase I. Two bids were received ranging from \$355,000 - \$388,000. Sufficient funds do not exist at this time to proceed. Management will continue to source out external partnerships to assist with the project completion.

In the Fall of 2022, the turf care staff had an opportunity to improve the ongoing bunker situation. As a result, three bunkers were impacted including two on hole three and one on hole ten.

On hole three, the east bunker 55 yards from the green was renovated by softening the surrounding mounding and transitioning it to a grass bunker. The long-term bunker renovation plan shows this as a sand bunker, which continues to remain the intention, however in the short term it was determined this would be an improvement to what existed.

The bunker on the west side of the hole 90 yards from the green was removed with the area contoured to allow for an extension of the existing fairway. This provides a wider landing zone and opportunity to increase the area of cart egress to the path at the green site.

On hole 10, the existing bunker was renovated by softening the surrounding mounding to allow for mowing of the area. This area will also be converted to a grass bunker similar to the east side of hole three.

During the 2023 season, the turf care staff continued with some bunker renovation work as resources allowed. The bunkers behind the 17th green were transitioned to turf as a result which has improved play and overall appearance.

Further updates will continue to be provided regarding potential funding sources, partnerships, sponsorship & in-kind services in support of the Bunker Renovation Project. Without external funding support, it is anticipated that sufficient funds may be available to proceed with the project by 2027 or 2028 if the operational surpluses are maintained.

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. Significant increases to equipment, fuel, chemicals etc. have been experienced over the past 5 years and are anticipated to continue.

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.

CONSULTATIONS:

The Golf Course Advisory Committee is comprised of representatives from the member clubs at Cooke Municipal Golf Course. Each representative reports back to their respective membership on any items of interest for feedback and input.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Upon approval of the recommendations, Management will proceed as directed and provide the recommendation for consideration during the 2024 Budget deliberations.

FINANCIAL IMPLICATIONS:

Below is the projected balance of the Golf Course Improvements Reserve.

	<u>2023</u>	<u>2024</u>
Beginning Balance	(\$210,623.57)	(\$240,823.61)
Projected – (Surplus)/Deficit	(\$44,000)	(\$44,000)
Sponsorship	(\$91,000)	(\$91,000)
Pathway Fees & Cart Rentals	(\$60,000)	(\$60,000)
Repair of Stonewall & Tee Signs	\$4,491	\$0
Pathway Reconstruction & Repair	\$92,308.96	\$40,000
Long-term Debt Payment – Irrigation	\$68,000	\$70,000
Projected Balance	(\$240,823.61)	(\$325,823.61)

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no policy or privacy implications or any further options for consideration.

STRATEGIC PLAN:

The report aligns with the Strategy Priority of Promoting a Progressive Community by continuing to invest in infrastructure improvements with the goal of increasing Prince Albert's event hosting capacity.

OFFICIAL COMMUNITY PLAN:

The Decision Making Section of the Official Community Plan highlights the importance of a community based advisory group and support initiatives outlined in the Plan.

In addition, Section 5, Sustainability outlines the goal to embrace a collaborative planning process that involves all stakeholders.

PUBLIC NOTICE:

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

PRESENTATION: Pierre Vezeau, Golf Course Superintendent & Jody Boulet, Director of Community Services

ATTACHMENTS:

1. 2022 Pathway Improvements
2. 2023 Pathway Improvements
3. 2024 Pathway Improvements
4. 2022-2025 Forestry Improvements Plan

Written by: Jody Boulet, Director of Community Services

Approved by: City Manager









RPT 23-361

TITLE: 2024 Rates & Fees – Cooke Municipal Golf Course

DATE: September 6, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

Motion 1:

That the following be included in the 2024 Budget deliberations for consideration:

1. That the current Seniors Season Pass Discount for existing eligible members be calculated by reducing the Adult Season Pass as follows:
 - a. Fifteen percent (15%) in 2024;
 - b. Ten percent (10%) in 2025;
 - c. Five percent (5%) in all future years; and,
2. That in 2024, the discontinued rates for Senior Season Passes be eliminated.

Motion 2:

1. That a two percent (2%) increase to the Rates & Fees for Cooke Municipal Golf Course, as attached to RPT 23-338, be approved;
2. That the annual Sponsorship Funding for Cooke Municipal Golf Course be allocated to the Golf Course Improvements Reserve; and,
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.

ATTACHMENTS:

1. 2024 Rates & Fees – Cooke Municipal Golf Course (RPT 23-338)

Written by: Golf Course Advisory Committee



TITLE: 2024 Rates & Fees - Cooke Municipal Golf Course

DATE: August 23, 2023

TO: Golf Course Advisory Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That the Seniors Season Pass Discount be reduced to 10% of the Adult Season Pass.
2. That a 2% increase to the Rates & Fees for Cooke Municipal Golf Course be approved.
3. That the annual Sponsorship Funding for Cooke Municipal Golf Course be allocated to the Golf Course Improvements Reserve.
4. 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.

TOPIC & PURPOSE:

The purpose of the report is to outline the Rates & Fees options to the Golf Course Advisory Committee in advance of forwarding the recommendations to City Council.

BACKGROUND:

Annually, the Community Services Department is responsible for proposing a plan that outlines the resources required to balance the Capital and Operational requirements. 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:

Major upgrades have been completed since 2017. This included 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. An annual Principal payment of approximately \$70,000 is included in the 2024 Budget along with an interest payment of approximately \$60,000 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 Advisory Committee raised the concern of individuals transitioning from the Adult Age Category to the Seniors Age Category over time and the impact that will have on revenues. The revenues are required in order to continue to work toward the future improvements outlined in RPT 23-333 – Golf Course Improvements. As a result of the discussion, the following was approved at the April 6th, 2023 Golf Course Advisory Committee meeting:

That the following Fee Structure Option be considered at the August 31st, 2023 Golf Course Advisory Committee Meeting:

1. *Surcharge rate per round for Season Pass Holders in excess of sixty (60) rounds played.*

Since the meeting in April, correspondence has been submitted by the Senior Men's Golf Club and the Men's Golf Club opposing a cap on rounds played as suggested by the Committee resolution. The option is attached for reference but not recommended at this time. However, the Committee's concern about the revenue impacts remains a fair concern.

Therefore, 2 other options have been included for consideration that achieves a balance between the call to eliminate the senior rate with the request to maintain it:

1. 10% Senior Season Pass Discount Option + 2% increase to the rates & fees

Under this option, the Senior Season Pass Discount would reduce from 19% in 2023 to 10% in 2024.

2. 14% Senior Season Pass Discount Option + 2% increase to the rates & fees.

Under this option, the Senior Pass Discount would reduce from 19% in 2023 to 14% in 2024 and to 10% in 2025. Essentially, the rate discount reduction would be phased over 2 years.

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 August 31st, 2023.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Upon approval by the Committee and City Council, Administration will proceed to the 2023 season sales effective December 1st, 2023. This approval will allow the Head Professional to prepare for Christmas Sales.

POLICY IMPLICATIONS:

Annual Fee Setting Policy

FINANCIAL IMPLICATIONS:

The Golf Course Improvement Reserve is currently projected as follows upon approval of the recommendations:

	<u>2023</u>	<u>2024</u>
Beginning Balance	(\$210,623.57)	(\$240,823.61)
Projected – (Surplus)/Deficit	(\$44,000)	(\$44,000)
Sponsorship	(\$91,000)	(\$91,000)
Pathway Fees & Cart Rentals	(\$60,000)	(\$60,000)
Repair of Stonewall & Tee Signs	\$4,491	\$0
Pathway Reconstruction & Repair	\$92,308.96	\$40,000
Long-term Debt Payment – Irrigation	\$68,000	\$70,000
Projected Balance	(\$240,823.61)	(\$325,823.61)

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no Official Community Plan or Privacy Implications.

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.

OPTIONS TO RECOMMENDATION:

1. 14% Senior Season Pass Discount Option + 2% increase to the rates and fees.
2. 60 round Cap Option

PUBLIC NOTICE:

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

PRESENTATION: Verbal – Darcy Myers, Head Professional & Jody Boulet, Director of Community Services

ATTACHMENTS:

1. Annual Fee Setting Policy
2. Correspondence from Senior Men's Golf Club dated July 21st, 2023
3. Correspondence from Men's Golf Club dated July 24th, 2023
4. 2024 Fee Options
5. 2023 Fee Comparison with other Sask Golf Courses
6. 2017 - 2023 Benchmark Usage Overview for Cooke Municipal Golf Course

Written by: Jody Boulet, Director of Community Services

Approved by: 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.
- 704 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.



PRINCE ALBERT SENIOR MEN'S GOLF CLUB

900 22nd Street East
Prince Albert, Saskatchewan
S6V 1P1



21 July, 2023

To: City of Prince Albert Golf Course Advisory Committee

Mayor Greg Dionne (Chair)
Councillor Don Cody (Vice-Chair)
Brett Blakely (PAGCC)
Mel Keating (Senior Men's Club)
Dawn MacAuley (Business Ladies Club)
Jeff McKeand (Men's Club)
Vimy Penner (Tuesday Ladies Club)
CC: Jody Boulet (Director of Community Services)

Subject: Cooke Municipal Golf Course Season Pass Rates

The Prince Albert Senior Men's Golf Club held a special meeting on May 4, 2023, regarding the three options presented to the Golf Course Advisory Committee for setting membership fees. The following three motions were moved and passed:

1. Based on the revenue required to operate the golf course, the city works toward the establishment of senior rates discounts, similar to the discount given to seniors in other city facilities and businesses. If this requires an increase in senior season pass rates then the increase should be phased in over a reasonable period of time.
2. The club is opposed to the 60-round cap on the season pass.
3. The club is opposed to the priority booking policy.

The membership felt that the last two motions were required to combat what the membership felt was a direct attack on the senior season pass holders.

We have directed our representative to present these motions for consideration along with the other options presented at the Golf Advisory meeting in April.

John Toner

President

PA Cooke Men's Golf Club

900 22nd Street East
Prince Albert, Saskatchewan
S6V IP1

July 24, 2023

To: City of Prince Albert Golf Course Advisory Committee

Mayor Greg Dionne (Chair)
Councilor Don Cody (Vice-Chair)
Brett Blakely (PAGCC)
Mel Keating (Senior Men's Club)
Dawn MacAuley (Business Ladies Club)
Jeff McKeand (Men's Club)
Vimy Penner (Tuesday Ladies Club)
CC: Jody Boulet (Director of Community Services)

Subject: Cooke Municipal Golf Course Season Pass Rates:

The PA Cooke Men's Golf Club discussed some options for consideration prior to the City of PA setting membership fees for the 2024 Golf Season at our AGM on Tues. April 4, 2023.

Based on the ongoing revenue & increasing costs required to continue operating our golf course and considering the demographic who would soon be eligible for reduced senior pricing, there was understanding that without change it would create a large future void in season pass revenue, two motions were moved & passed regarding fee structure for 2024:

1. It was moved to implement an Adult 5 & 7 day pass rate ongoing, eliminating the senior reduced rate, also with **"No"** round cap applied to the new Adult 5 & 7 season pass.
 - a. There was discussion regarding a 2 yr bridge, only for existing senior's where the price would increase each year, with year 3 being a full 5 & 7 day pass rates ongoing. This, in order to lessen the impact of the increase over a 2 year period rather than one large increase. This only for existing senior pass rate holders.
2. The second motion was to adjust the existing Youth Pass to a staged model, capped at 25 years of age.
 - a. Stage 1 applied to 19-22 yrs old (existing lesser rate)
 - b. Stage 2 applies to 23-25 yrs old (new increased rate but less than full)
 - c. After 25 years old, pay a full Adult 5 or 7 day season pass rate.

Both these initiatives were discussed as a means of addressing revenues required to continue operating the Cooke Golf Course, also minimizing subsidy requirements by the City of PA. There was good discussion recognizing the quality of our facility and what will be required in years to come to continue having the facility maintained to the high level we are able to experience.

I will bring both forward for consideration along with other options from the other committees at the Golf Course Advisory meeting August 31, 2023.

Jeff McKeand

President

STATUS QUO

60 ROUND CAP-AFTER CAP \$10 PER ROUND

CATEGORY	2023 RATES
7 DAY PASS - ADULT	\$1,960
5 DAY PASS - ADULT	\$1,490
7 DAY SENIOR (65+)	\$1,600
5 DAY SENIOR (65+)	\$1,490
7 DAY YOUTH (19-29)	\$1,350
5 DAY YOUTH (19-29)	\$1,235
JUNIOR (18 + UNDER)	\$280
CARDS	
6 PACK (5%OFF)	\$360
11 PACK (10% OFF)	\$630
23 PACK (15% OFF)	\$1,260
GREEN FEES	
ADULT GF	\$63
ADULT TWILIGHT	\$45
TOURNAMENT	\$58
PROMOTION	\$53
11 HOLE	\$40
JUNIOR	\$28
JUNIOR TWILIGHT	\$17
POWER CARTS	
SEASONAL	\$590
DAILY	\$52
TRACK FEES	
SEASONAL	\$315
DAILY	\$26

CATEGORY	2024 RATES
7 DAY PASS - ADULT	\$1,960
5 DAY PASS - ADULT	\$1,490
7 DAY SENIOR (65+)	\$1,600
5 DAY SENIOR (65+)	\$1,490
7 DAY YOUTH (19-29)	\$1,350
5 DAY YOUTH (19-29)	\$1,235
JUNIOR (18 + UNDER)	\$280
CARDS	
6 PACK (5%OFF)	\$360
11 PACK (10% OFF)	\$630
23 PACK (15% OFF)	\$1,260
GREEN FEES	
ADULT GF	\$63
ADULT TWILIGHT	\$45
TOURNAMENT	\$58
PROMOTION	\$53
11 HOLE	\$40
JUNIOR	\$28
JUNIOR TWILIGHT	\$17
POWER CARTS	
SEASONAL	\$590
DAILY	\$52
TRACK FEES	
SEASONAL	\$315
DAILY	\$26

SENIOR DISCOUNT 10%

CATEGORY	2024 RATES
7 DAY PASS - ADULT	\$2,000
5 DAY PASS - ADULT	\$1,660
7 DAY SENIOR (65+)	\$1,800
5 DAY SENIOR (65+)	\$1,500
7 DAY YOUTH (19-29)	\$1,500
5 DAY YOUTH (19-29)	\$1,250
JUNIOR (18 + UNDER)	\$280
CARDS	
6 PACK (5%OFF)	\$360
11 PACK (10% OFF)	\$630
23 PACK (15% OFF)	\$1,260
GREEN FEES	
ADULT GF	\$63
ADULT TWILIGHT	\$45
TOURNAMENT	\$58
PROMOTION	\$53
11 HOLE	\$40
JUNIOR	\$28
JUNIOR TWILIGHT	\$17
POWER CARTS	
SEASONAL	\$590
DAILY	\$52
TRACK FEES	
SEASONAL	\$315
DAILY	\$26

SENIOR DISCOUNT 14%

CATEGORY	2024 RATES
7 DAY PASS - ADULT	\$2,000
5 DAY PASS - ADULT	\$1,660
7 DAY SENIOR (65+)	\$1,720
5 DAY SENIOR (65+)	\$1,500
7 DAY YOUTH (19-29)	\$1,500
5 DAY YOUTH (19-29)	\$1,250
JUNIOR (18 + UNDER)	\$280
CARDS	
6 PACK (5%OFF)	\$360
11 PACK (10% OFF)	\$630
23 PACK (15% OFF)	\$1,260
GREEN FEES	
ADULT GF	\$63
ADULT TWILIGHT	\$45
TOURNAMENT	\$58
PROMOTION	\$53
11 HOLE	\$40
JUNIOR	\$28
JUNIOR TWILIGHT	\$17
POWER CARTS	
SEASONAL	\$590
DAILY	\$52
TRACK FEES	
SEASONAL	\$315
DAILY	\$26

2023	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	61.30	49.15	30.00	2452.55	1966.30	327.70	2241.15	1797.15	25	675	700
North Battleford	58/67	n/a	30	2010	n/a	502.68	1508.05	n/a	26	punch card	
Warman	63/75	58/75	30	2275	2100	600	1875	1700	24	600	
Waskesiu	77	n/a	25	2210	n/a	250	1990	n/a	25	500	n/a
Nipawin	57/60	n/a	32	1200	n/a	250	n/a	n/a	25	punch card	200
Elkridge	70	n/a	25	1998	n/a	240	1443	n/a	25	450	520
TorHill/Murray	61	51.89	33	2564	2371	512	1465	1355	22.50	punch card	
Elmwood Swift Current	65.5	n/a	30	1842	n/a	200	n/a	n/a	24	650	650
Moose Jaw	48	n/a	30	1665	n/a	199	n/a	n/a	25	666	393
Chinook Swift Current	48/52	39/52	20	1325	n/a	175	1055	n/a	23	625	475
Dakota Dunes	68/78	63/78	50	2650	2450	600	2200	2150	24	600	600
Moon Lake Saskatoon	68/79	58/79	33	2680	2680	524	2261	1902	25	815	n/a
Kachurs	53/58.30	42.40/47.70	21.20	1749	1431	316	1588	1270	27.50	600	
Emma Lake	69	n/a	30	2395	1938	310	1881	1425	26	650	525
COOKE MUNICIPAL	63	n/a	26	1960	1600	280	1490	1490	26	590	315

*ALL TAXES INCLUDED

PASSES

7 DAY ADULT
 5 DAY ADULT
 7 DAY SENIOR
 5 DAY SENIOR
 7 DAY YOUTH
 5 DAY YOUTH
 JUNIOR
 STARTER

	2017	2018	2019	2020	2021	2022	2023
	103	87	74	60	68	68	71
	46	45	41	34	33	37	42
	129	124	144	130	118	113	109
					33	30	34
	13	8	30	24	49	40	37
					0	0	0
	35	25	23	29	53	35	57
	2	7	21	17	n/a	n/a	n/a
	330	296	333	294	354	323	350

2 year avg (21 & 22)

CARDS

6 PACK
 11 PACK
 23 PACK

	14	3	31	11	4	15	14
	32	15	12	37	43	39	42
				6	5	23	11

GREEN FEES

ADULT
 ADULT TWILIGHT
 TOURNAMENT
 PROMOTIONAL
 11 HOLE
 JUNIOR
 JUNIOR TWILIGHT

	2757	580	3095	3874	5477	4926	3031
	1017	1092	1231	1116	1039	799	735
	1600	0	665	0	1017	716	344
	1897	3660	1330	260	633	839	314
	711	890	1038	668	1192	1177	620
	310	70	88	162	131	127	149
	109	113	139	129	80	124	205
	8401	6397	7586	6209	9569	8708	5398

POWER CARTS

SEASONAL
 DAILY

	76	79	88	91	113	110	118
	3252	2277	3001	2842	4641	3961	

TRACK FEES

SEASONAL
 DAILY

	78	73	65	54	59	60	54
	12	3	4	4	27	5	

ADVERTISING

CAIRNS
 CARTS
 HOLE

	4	2	2	0	0	3	
	1	1	3	3	3	2	
	12	12	14	11	10	18	

68
35
115.5
31.5
44.5
0
44
338.5
9.5
41
14
5201.5
919
866.5
736
1184.5
129
102
9138.5
111.5
4301
59.5
16
1.5
2.5
14

RPT 23-297

TITLE: Active Living Program

DATE: August 24, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the following be referred to budget committee:

That the Active Living Program budget be adjusted to \$40,000.

TOPIC & PURPOSE:

To provide City Council with an update on the Active Living Program and the rationale to support a recommendation for increasing the budget from \$25,000 to \$40,000.

BACKGROUND:

The COPA Active Living Program was developed in 2006 and came into effect in 2007. The City of Prince Albert strives to be a leader in employee wellness, recruitment and retention. The benefits of active living are proven to increase employee health and well-being, satisfaction and engagement, productivity, morale, and reducing absenteeism. We also know that increasingly staff are looking for, and even expecting, these types of benefits from their employer. It is a recruitment and retention tool, as well as a demonstration of The City's concern for employees' physical and mental health.

The **purpose** of the program "That the City of Prince Albert take a leadership role in educating, motivating, and empowering City of Prince Albert employees to make healthy lifestyle choices that improve their physical activity level and overall health and wellness."

The **goal** is "To promote physical activity, healthy behaviors and wellness amongst employees."

The Active Living Program is one way that The City of Prince Albert demonstrates its value of its employees and concern for their health and well-being.

There are many employers across the province and country that provide similar programs to their employees and the value of these benefits are well researched and documented.

The Covid-19 pandemic has elevated the importance and value of healthy living. It also created challenges with group physical activity/fitness program participation and we saw a decline in access in 2020. The Active Living Program committee made temporary eligibility additions to the program for 2021 including equipment directly related to physical activity as well as golf and down hill skiing. Please see the attached 2021 Guidelines for specifics noted in red font. These additions remained eligible in 2022 and 2023.

The Active Living Program has three components as outlined in the attached Active Living Program 2023 Guidelines. These are summarized below. As previously noted, the guidelines were changed in 2021 (impacted by the pandemic), adding 1. d) (equipment) and these changes were well received and are now permanent.

1. MAXIMUM \$240.00 PHYSICAL ACTIVITY REIMBURSEMENT PER ACTIVE LIVING PROGRAM YEAR which can include one or more of the following options:
 - a) 100% reimbursement on City of Prince Albert facilities' physical activity/fitness memberships and fitness classes/programs in person or virtual (for employees only).
 - b) 50 % reimbursement on physical activity/fitness memberships and fitness classes/programs in person or virtual at non City of Prince Albert facilities.
 - c) 50% reimbursement of individual registration fees to participate in a league or team sport;
 - d) 100% reimbursement on physical activity/fitness equipment for eligible physical activity/fitness or leagues and team sports.
2. FAMILY/PUBLIC SWIMMING & SKATING REIMBURSEMENT 100% of admission fees will be reimbursed for eligible employees and their immediate family who reside in the same residence (spouse/children for which you are their legal guardian) when attending public/family swimming and/or public skating sessions together at the Frank J. Dunn Swimming Pool, Kinsmen Water Park, and Dave G. Steuart Arena. No maximum reimbursement. This includes single admission, or 5 or 10 pack passes.

Please note that both components 1 and 2 are taxable benefits and will be shown on employee T-4 forms.

3. PHYSICAL ACTIVITY AND WELLNESS CHALLENGES & INITIATIVES As able, the City of Prince Albert will provide information and initiatives to encourage physical activity and wellness (i.e. city program guides, challenges/contests, and education).

Staff are encouraged to think of COPA facilities and physical activity programs first (i.e. AJFH).

The Active Living Program has had guideline and administrative changes since its inception in 2007. Prior to 2018, Community Services staff administered the program manually. Starting in 2018, Johnston Group has administered the program, through the "Lifestyle Account". The guidelines and budget are reviewed annually by the Active Living Program Committee for suggested changes.

Eligible employees for the City of Prince Albert Workplace Active Living Program include:

- Permanent CUPE 882 employees
- Permanent CUPE 160 employees
- Permanent Prince Albert Firefighters Local 510
- Permanent Out-of-Scope City employees
- Permanent Out-of-Scope Prince Albert Police employees
- Non-permanent CUPE 882 employees with 2400 hours of employment
- Permanent Prince Albert Police Association

In the first 9 years of the program (2007/2008 to 2015/2016), the operating year was November 1 to October 31 to allow Community Services staff to administer the program and payroll time to make the entries for taxation purposes. Since 2017, the operating year of the Active Living Program is the calendar year, January 1 to December 31 annually.

City Council is also eligible for the Active Living Program. This addition was made in 2021.

PROPOSED APPROACH AND RATIONALE:

As outlined in the attached Active Living Program Financial Totals 2007 to date, the access to the program has increased since its inception. There are approximately 390 employees and 9 City Council eligible for the COPA Active Living Program. The first year of implementation (2007) had 45 employees access the program. This number has grown to as many as 201 in 2022.

Over the time of the Active Living Program, the following has been noted:

- There was a 21% increase in access since the pandemic (2019). As well, more employees are also accessing the maximum amount of the benefit (Component 1 maximum is \$240). This is positive growth to the program.
- There has been a 75% increase since the first year of the program.
- The largest eligible user group has been Police and Out of Scope employees however we have seen an increase in use from all eligible groups since 2021 in particular (i.e. CUPE 882 and CUPE 160).
- Staff have asked for more flexibility in the program including eligibility expanded to allow for online fitness classes and fitness equipment (changes noted in 2021) and provided positive feedback about this benefit.
- Costs for memberships, classes and leagues have risen since the inception of the program.
- There has been no increase to the Active Living Program budget since it inception in 2007.
- The budget for the program has always been lower than what would have been needed if all employees accessed the program. Each year the budget is reviewed to see how it compares to actual spending. In 2021 the budget actuals came in slightly over budget

by \$500 for the first time. This amount increased considerably more in 2022 by \$4100. Given the trends noted above, we anticipate that access to this program will continue to rise each year.

- In addition to covering the rising usage of the program, the budget request will cover an increase to the maximum eligible amount for Component 1. For the first time, the committee is recommending an increase of \$35 be added for 2024. This would make the total eligible reimbursement \$275 per year, up from \$240. The total budget impact of this change is approximately \$4585 if all 131 participants in 2022 (not including Police) maxed out their eligible amounts.
- To keep pace with rising costs, the committee is also recommending that the maximum eligible amount to Component 1 be increased by \$25 every three years. This would require a budget increase every three years (i.e. 2024, 2027, 2030). The Active Living Program committee reviews the guidelines each year and makes changes based on usage and employees/council input.

CONSULTATIONS:

- A COPA Active Living Program committee meets at least once a year to review the guidelines and budget, as well as the administration of the program and suggest any changes of the upcoming year. This includes (their specific roles are also noted below):
 - Human Resources Coordinator – is the main contact with HR that fields questions regarding eligibility
 - Arts & Culture Coordinator – is the program lead, calls the meetings, updates the guidelines, reports on usage quarterly and follows up on any issues with Johnston Group (Maximum Benefit), communicates to COPA staff, facilitates the challenges (Component 3)
 - Director of Financial Services – provides quarterly usage reports, assist with any claims that need to be repaid to the City, manages taxable benefits
 - Director of Community Services or designate
 - Director of Corporate Services or designate
- We have previously researched similar programs in other municipalities and corporations to consider best practices.
- Surveys have been done every few years by the ALP staff lead (Arts & Culture Coordinator) to get feedback on the overall program/guidelines, as well as the challenges and initiatives (component three).
- Human Resources staff get feedback on the program from employees often.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

- As discussed above, both the Human Resources Coordinator and the Arts & Culture Coordinator provide ongoing communication to the employees regarding the program. This change would be communicated to all eligible employees with the 2024 guidelines.

- Physical Activity Challenges (Component 3, usually two per year) are also communicated to all employees.

FINANCIAL IMPLICATIONS:

The following chart summarizes the financial cost and access of the Active Living Program:

Year	Total cost	Total employee access	Total access not including Police and Challenges
2006/2007	\$4,374.10	45	
2010/2011	\$7,030.06	49	
2015/16	\$15,235.26	119	
2018	\$24,797.66	163	100
2019	\$17,720.13	172	106
2020	\$10,574.90	110	63
2021	\$25,553.35	187	106
2022	\$29,658.81	201	131
2023 to end June	\$14,177.78	119	112

*Total Cost includes all program components.

*Finance started charging back police for their portion in 2019 so it is not included in the totals above.

*Johnson Group took over administration of the benefit in 2018. Their administration fees are included since 2018.

We are proposing the budget increase from \$25,000 to \$40,000 in 2024.

The \$15,000 increase will cover:

- Approximately \$4100 over budget in actuals in 2022
- Approximately \$4585 to increase the eligible reimbursement amount by \$35 to \$275 (based on 131 City employees accessing component #1 in 2022)
- An additional \$6315 to account for further expected growth of the program over the next few years

PRIVACY IMPLICATIONS:

There are no privacy or other implications.

STRATEGIC PLAN:

The Active Living Program speaks to the City's Vision, Mission and Values. By investing in our employee and City Council's health, we are contributing to a healthy community, and a healthy work culture where engagement and innovation are abundant.

OFFICIAL COMMUNITY PLAN:

Section 9 of the OCP titled "Parks, Recreation and Natural Areas" identifies a number of goals, which aim to promote the health and wellbeing of all City residents.

OPTIONS TO RECOMMENDATION:

City Council could recommend leaving the budget at \$25,000. This is not recommended given that there has not been an increase since the program's inception and usage continues to grow.

PUBLIC NOTICE:

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

PRESENTATION:

Verbal by Kiley Bear, Director of Corporate Services

ATTACHMENTS:

1. Active Living Program Financial History
2. Active Living Program 2024 Proposed Budget
3. Active Living Program 2021 Guidelines
4. Active Living Program 2023 Guidelines

Written by: Judy MacLeod Campbell, Arts & Culture Coordinator

Approved by: Director of Community Services, Director of Financial Services, Director of Corporate Services & City Manager

Active Living Program

Account #10-10-000-000-20022-6142

As of: June 30, 2022

NOTE: 2019 includes claims from 2018 made in the first two weeks of 2019 (grace period provided with transition to Johnston Group)

Budget	YEAR										\$16,000.00	\$30,000.00	\$30,000.00	\$15,000.00	\$19,000 + \$6,000.00 Police		\$25,000 + \$7000 Police		\$25,000 + \$7000 Police		used Max.	Over \$240				
	2007 (Oct-Nov)	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	Cost	Employees	Cost	Employees	Cost	Employees	Cost	Employees	Cost	Employees			Cost	Employees		
Out of Scope - 80											\$6,263.28	42	\$7,430.59	45	\$6,675.58	38	\$3,552.65	23	\$6,849.50	30	\$8,477.22	39	\$4,553.42	22	12	2
Cope 882 - 55											\$3,622.11	23	\$3,245.19	20	\$4,515.03	29	\$2,095.70	15	\$6,263.92	30	\$5,650.89	32	\$3,145.49	18	11	0
Firefighters - 43											\$2,757.18	14	\$3,782.06	20	\$3,921.39	21	\$2,126.87	13	\$5,667.68	23	\$6,262.11	28	\$3,085.13	18	8	0
Police - 96											\$6,274.03	32	\$5,859.75	32	\$9,222.29	38	\$6,700.44	31	\$9,712.37	43	\$11,593.86	54	\$6,576.58	34	12	0
Cope 160 - 115											\$1,669.93	12	\$1,514.31	15	\$2,547.03	18	\$1,731.06	12	\$4,267.40	23	\$6,390.52	29	\$3,173.74	18	7	0
City Council																					unknown	3	\$120.00	2	0	0
Total Employees - 389	45	47	60	50	49	93	103	102	112	119		123		132		144		94		149		182		112	50	2
Total Employee Reimbursement	\$4,374.10	\$2,110.08	\$3,388.36	\$6,513.85	\$7,030.06	\$11,606.18	\$14,547.68	\$12,868.40	\$11,452.18	\$9,886.26	\$20,586.53		\$21,831.90		\$26,881.32		\$16,206.72		\$32,760.87		\$38,374.60		\$20,654.36			

	Nov/Dec 2016		Ramona Total (not including Police)	
Out of Scope	\$453.95	4		
Cope 882	\$271.52	3		
Firefighters	\$50.00	1		
Police	\$996.71	13		
Cope 160	\$177.84	2		
Total Employees		23		
Total Employee Reimbursement	\$1,950.02			
TOTAL	\$22,536.55	123		

Challenges/Education/Programs														
Spring Challenge Prize	\$188.69		\$150.00	12	\$150.00	5	\$100.00	6	\$100.00	11	\$100.00	6	\$100.00	7
Recreation Pass Draw	n/a		\$135.00	8	Did not do re budget									
Historical Walking Tour (Lunch Hour)					\$30.00	14								
ParticipACTION Challenge					\$58.44	10								
Fall Challenge Prize	\$120.70		\$150.00	7	\$100.00	9	\$100.00	14	\$100.00	26	\$100.00	13		
Holiday Challenge					\$0.00	1			\$0.00	1				
Totals			\$435.00	27	\$280.00	28	\$258.44	16	\$200.00	38	\$200.00	19	\$100.00	7

Johnston Group Administration Fee (10%)			\$2,233.76		\$2,688.16		\$1,589.67		\$3,276.09		\$3,837.46			
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Facility Reimbursements:	2015	2016	2017	2018	2019	2020	2021	2022	2023
AJFH Memberships (50%)	\$3,940.00	\$4,480.00			not applicable 2018 and beyond				
Swimming - KWP	\$8.50	\$528.00			not applicable 2018 and beyond				
Swimming - FJDP	\$280.50	\$244.00			not applicable 2018 and beyond				
Skating - DGSA	\$77.00	\$47.00	\$11.00		not applicable 2018 and beyond				
MFC (Police Wellness)	\$175.00	\$50.00	\$504.00	\$297.00	4	Erin give Ramona to charge to Police Wellness 2019 and each yr. frwd			

TOTAL COST	2015	2016	2017	2018	2019	2020	2021	2022	2023
	\$15,933.18	\$15,235.26	\$23,360.94	\$24,797.66	\$17,720.13	\$18,054.83	\$36,236.96	\$42,412.06	\$20,754.36
Less Police Costs:									
Claims						\$6,700.44	\$9,712.37	\$11,593.86	\$6,576.58
Admin Fee						\$779.49	971.24	1159.39	
Total Police Costs						\$7,479.93	\$10,683.61	\$12,753.25	\$6,576.58
TOTAL COSTS TO PROGRAM						\$10,574.90	\$25,553.35	\$29,658.81	\$14,177.78

NOTES:
Maximum reimbursement has been \$240 since program inception - approved in 2006

2024 Active Living Program (ALP) Proposed Budget

Account: 10-10-000-000-20022-6142

Component	Detail	Amount
1. \$275 Maximum Reimbursement	170 participating employees at full amount	\$46,750.00
2. Swim & Skate Reimbursements		combined in above
Admin Fee Johnston Group	10% of Component 1&2	\$4,675.00
3. Education & Initiatives	2 challenges	\$325.00
Total Cost		\$51,750.00
Less Police Share		\$11,750.00
Total ALP Budget		\$40,000.00



City of
Prince Albert

ACTIVE LIVING PROGRAM 2021 GUIDELINES

The City of Prince Albert Active Living Program was launched on January 1st, 2007. The City of Prince Albert strives to be a leader in employee wellness, recruitment and retention. The benefits of active living are proven to increase employee health and well-being, satisfaction and engagement, productivity and morale.

Please note: 2021 will include some temporary eligibility additions to the benefits available in the Active Living Program Guidelines. These are noted in red font.

PURPOSE OF THE PROGRAM: That the City of Prince Albert take a leadership role in educating, motivating, and empowering City of Prince Albert employees to make healthy lifestyle choices that improve their physical activity level and overall health and wellness.

GOAL: To promote physical activity, healthy behaviors and wellness amongst employees.

ELIGIBLE EMPLOYEES:

Eligible employees for the City of Prince Albert Workplace Active Living Program include:

- Permanent CUPE 882 employees
- Permanent CUPE 160 employees
- Permanent Prince Albert Firefighters Local 510
- Permanent Out-of-Scope City employees
- Permanent Out-of-Scope Prince Albert Police employees
- Non-permanent CUPE 882 employees with 2400 hours of employment
- Permanent Prince Albert Police Association

PROGRAM YEAR and REIMBURSEMENT DEADLINES:

The “Operating Year” for the Active Living Program will be the calendar year, January 1 – December 31 annually. Reimbursements can be submitted at any time throughout the program year. **The deadline is December 10, 2021** for any 2021 claims, with a **final deadline of December 31, 2021**. Claims for previous years (retroactive reimbursement) will not be accepted or paid.

The City of Prince Albert encourages everyone to be active!

PROGRAM ADMINISTRATION:

Johnston Group will administer the City of Prince Albert Active Living Program. Reimbursement claims for Components 1 and 2 of the Active Living Program can be made at any time throughout the year, similar to chiropractic treatment or massage therapy. Employees will need to register online with Maximum Benefit at www.my-benefits.ca. You may also want to download and use the app for faster submissions. A paper submission is also available. The Active Living Program can be viewed in the **Lifestyle Spending Account** of your account. **Please ensure your receipts are detailed with your name, date and active living program information (i.e. public swimming, membership, fitness class, etc.).**

ACTIVE LIVING PROGRAM COMPONENTS:

1. **MAXIMUM \$240.00 PHYSICAL ACTIVITY REIMBURSEMENT PER ACTIVE LIVING PROGRAM YEAR** which can include one or more of the following options:

- a) **100% reimbursement on City of Prince Albert facilities' physical activity/fitness memberships and fitness classes/programs in person or virtual (for employees only).**

Think COPA first! ☺ Please see the AJFH brochure of all available programs and opportunities.

City of Prince Albert Physical Activity/Fitness eligible programs include:

- ✓ Recreation Pass: allows unlimited access to all amenities at the Alfred Jenkins Field House (AJFH), as well as drop in activities at the AJFH, Margo Fournier Centre and Frank J. Dunn Pool.
- ✓ Alfred Jenkins Field House: memberships, fitness classes/programs (see their program guide – i.e. Boot Camp, Learn to Run), rock climbing
- ✓ Margo Fournier Centre: drop in fitness programs, fitness classes/programs
- ✓ Arts Centre: physical activity programs (i.e. Yoga, T'ai Chi)
- ✓ Kinsmen Water Park: adult swim lessons, lane swimming, seasonal memberships, or aquacise programs
- ✓ Frank J. Dunn Pool: adult swim lessons, lane swimming, seasonal memberships, or aquacise programs
- ✓ **Cooke Municipal Golf Course: all activities – memberships, golf rounds, lessons**
- ✓ **Kinsmen Ski Centre: all activities – programs, passes/admissions, lessons**

Non-eligible programs include: ice/gym/room rentals

- b) **50 % reimbursement on physical activity/fitness memberships and fitness classes/programs in person or virtual at non City of Prince Albert facilities.**

The City of Prince Albert encourages everyone to be active!

Examples include: Private Fitness Centres (ex. Good Life, 4 Horseman), boxing, karate, cross country skiing, dance, horseback riding, and golf (ex. Fairview, Kachurs).

c) 50% reimbursement of individual registration fees to participate in a league or team sport;

Eligible activities include:

- ✓ Individual registration fees to participate in a league or team sport. Hockey, curling, volleyball, basketball, softball, slo-pitch, fastball, and bowling would be eligible only with the original receipt from your team confirming payment of your individual registration fee.

Non-eligible activities include:

- ✓ Individual sport registration fees
- ✓ Registration or participation fees for weekend tournaments (curling, volleyball, softball, etc.) or individual registration fee to join a club/organization.
- ✓ Travel costs to participate in programs
- ✓ Exercise Clothing/**Footwear** of any kind

d) 100% reimbursement on physical activity/fitness equipment for eligible physical activity/fitness or leagues and team sports.

Examples include: Free weights, treadmill, skates, and snowshoes.

Non-eligible includes: All exercise clothing, footwear, water bottles.

- 2. FAMILY/PUBLIC SWIMMING & SKATING REIMBURSEMENT 100% of admission fees will be reimbursed for eligible employees and their immediate family who reside in the same residence (spouse/children for which you are their legal guardian) when attending public/family swimming and/or public skating sessions together at the Frank J. Dunn Swimming Pool, Kinsmen Water Park, and Dave G. Steuart Arena. No maximum reimbursement. This includes single admission, or 5 or 10 pack passes.**

Please note that both components 1 and 2 are taxable benefits and will be shown on employee T-4 forms.

- 3. PHYSICAL ACTIVITY AND WELLNESS CHALLENGES & INITIATIVES As able, the City of Prince Albert will provide information and initiatives to encourage physical activity and wellness (i.e. city program guides, challenges/contests, AND EDUCATION).**

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City of
Prince Albert

ACTIVE LIVING PROGRAM **2023 GUIDELINES**

The City of Prince Albert Active Living Program was launched on January 1st, 2007. The City of Prince Albert strives to be a leader in employee wellness, recruitment and retention. The benefits of active living are proven to increase employee health and well-being, satisfaction and engagement, productivity, and morale.

PURPOSE OF THE PROGRAM: That the City of Prince Albert take a leadership role in educating, motivating, and empowering City of Prince Albert employees and City Council to make healthy lifestyle choices that improve their physical activity level and overall health and wellness.

GOAL: To promote physical activity, healthy behaviors and wellness amongst employees and City Council.

ELIGIBLE EMPLOYEES:

Eligible employees and City Council for the City of Prince Albert Workplace Active Living Program include:

- Permanent CUPE 882 employees
- Permanent CUPE 160 employees
- Permanent Prince Albert Firefighters Local 510
- Permanent Out-of-Scope City employees
- Permanent Out-of-Scope Prince Albert Police employees
- Non-permanent CUPE 882 employees with 2400 hours of employment
- Permanent Prince Albert Police Association
- City Council (added December 2021)

PROGRAM YEAR and REIMBURSEMENT DEADLINES:

The “Operating Year” for the Active Living Program will be the calendar year, January 1 – December 31 annually. Reimbursements can be submitted at any time throughout the program year. **The deadline is December 8, 2023** for any 2023 claims, with a **final deadline of December 31, 2023**. Claims for previous years (retroactive reimbursement) will not be accepted or paid.

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PROGRAM ADMINISTRATION:

Johnston Group will administer the City of Prince Albert Active Living Program. Reimbursement claims for Components 1 and 2 of the Active Living Program can be made at any time throughout the year, similar to chiropractic treatment or massage therapy. Employees/City Council will need to register online with Maximum Benefit at www.my-benefits.ca. You may also want to download and use the app for faster submissions. A paper submission is also available. The Active Living Program can be viewed in the **Lifestyle Spending Account** of your account. **Please ensure your receipts are detailed with your name, date and active living program information (i.e. public swimming, membership, fitness class, etc.).**

ACTIVE LIVING PROGRAM COMPONENTS:

1. MAXIMUM \$240.00 PHYSICAL ACTIVITY REIMBURSEMENT PER ACTIVE LIVING PROGRAM YEAR which can include one or more of the following options:

a) 100% reimbursement on City of Prince Albert facilities' physical activity/fitness memberships and fitness classes/programs in person or virtual (for employees only).

Think COPA first! ☺ Please see the AJFH brochure of all available programs and opportunities.

City of Prince Albert Physical Activity/Fitness eligible programs include:

- ✓ Recreation Pass: allows unlimited access to all amenities at the Alfred Jenkins Field House (AJFH), as well as drop in activities at the AJFH and Frank J. Dunn Pool.
- ✓ Alfred Jenkins Field House: memberships, fitness classes/programs (see their program guide – i.e. Boot Camp, Learn to Run), rock climbing
- ✓ Arts Centre: physical activity programs (i.e. Yoga, T'ai Chi)
- ✓ Kinsmen Water Park: adult swim lessons, lane swimming, seasonal memberships, or aquacise programs
- ✓ Frank J. Dunn Pool: adult swim lessons, lane swimming, seasonal memberships, or aquacise programs
- ✓ Cooke Municipal Golf Course: all activities – memberships, golf rounds, lessons
- ✓ Kinsmen Ski Centre: all activities – programs, passes/admissions, lessons

Non-eligible programs include: ice/gym/room rentals

b) 50% reimbursement on physical activity/fitness memberships and fitness classes/programs in person or virtual at non City of Prince Albert facilities.

Examples include: Private Fitness Centres (ex. Good Life, 4 Horseman), boxing, karate, cross country skiing, dance, horseback riding, and golf (ex. Fairview, Kachurs).

The City of Prince Albert encourages everyone to be active!

c) 50% reimbursement of individual registration fees to participate in a league or team sport;

Eligible activities include:

- ✓ Individual registration fees to participate in a league or team sport. Hockey, curling, volleyball, basketball, softball, slo-pitch, fastball, and bowling would be eligible only with the original receipt from your team confirming payment of your individual registration fee.

Non-eligible activities include:

- ✓ Individual sport registration fees
- ✓ Registration or participation fees for weekend tournaments (curling, volleyball, softball, etc.), or individual registration fee to join a club/organization.
- ✓ Travel costs to participate in programs
- ✓ Exercise Clothing/Footwear of any kind

d) 100% reimbursement on physical activity/fitness equipment for eligible physical activity/fitness or leagues and team sports.

Eligible examples include: Free weights, treadmill, bike, skates, cross country skis, golf clubs, and snowshoes.

Non-eligible examples includes: All exercise clothing, footwear, water bottles, Fitbit or similar devices, lifejackets, capital items like swimming pools, and accessories.

2. FAMILY/PUBLIC SWIMMING & SKATING REIMBURSEMENT 100% of admission fees will be reimbursed for eligible employees and their immediate family who reside in the same residence (spouse/children for which you are their legal guardian) when attending public/family swimming and/or public skating sessions together at the Frank J. Dunn Swimming Pool, Kinsmen Water Park, and Dave G. Steuart Arena. No maximum reimbursement. This includes single admission, or 5 or 10 pack passes.

Please note that both components 1 and 2 are taxable benefits and will be shown on employee T-4 forms.

3. PHYSICAL ACTIVITY AND WELLNESS CHALLENGES & INITIATIVES As able, the City of Prince Albert will provide information and initiatives to encourage physical activity and wellness (i.e. city program guides, challenges/contests, AND EDUCATION).

The City of Prince Albert encourages everyone to be active!

TITLE: Downtown Business Incentive

DATE: August 2, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the DRAFT Downtown Business Incentive program as described in Attachment #1 to RPT 317-23 be approved, and that Administration provide a formal program to City Council for consideration.

TOPIC & PURPOSE:

To provide Executive Committee with a DRAFT Downtown Business Incentive program for approval.

BACKGROUND:

At the July 18, 2022 Executive Committee, a letter from the Prince Albert Downtown Business Improvement District was considered (attached). The letter was then forwarded to the Department of Planning and Development Services for review and report.

PROPOSED APPROACH AND RATIONALE:

In the letter from PADBID, a number of potential programs were provided to Executive Committee as examples of what other communities do to promote Economic Development in their Downtown areas. In Q4 of 2022 the Director of Planning and Development Services met with the Executive Director of PADBID to discuss their letter in detail while also exploring a number of potential incentives.

On June 21st, the Director of Planning and Development Services, along with the Director of Finance and the City Assessor, again met with members of the PADBID Board to discuss their request for downtown incentives. Through these discussions, it was determined that the attached program would satisfy their request at this time. The Economic Development Manager will track the success of this

program and will continue to work with PADBID to improve the effectiveness of the program as necessary, moving forward.

Cities often incentivize development in their downtown areas for various reasons as it can bring about numerous social, economic and cultural benefits:

- Downtown areas are often the historical and cultural heart of a city. Encouraging development in these areas can breathe new life into aging buildings and infrastructure, making the City more attractive to residents, tourists and businesses.
- Vibrant downtowns can act as economic stimulators, attracting a variety of businesses, which can lead to job creation and increased tax revenues.
- Concentrating development in a downtown area can encourage a pedestrian friendly environment, making it easier for people to walk and maximizing the use of public infrastructure.
- A vibrant downtown can host cultural events, festivals and public gatherings such as the Prince Albert Downtown Street fair and Farmers Market, which fosters a sense of community.
- A lively and attractive downtown can make a City more attractive to a skilled workforce, leading to increased talent attraction and retention for business in the area.

With the creation of larger commercial nodes throughout the City, it is more important than ever to create incentives to attract businesses to the downtown core. Downtown continues to serve as a value niche business district in Prince Albert, and incentives such as this are vital to ensure its sustainability.

For these reasons, just to list a few, administration recommends the development of an incentive program that can attract new business into the downtown core. The program that is attached to this report attracts not only new construction, but also potentially the redevelopment of current buildings located in the downtown, which leads to an increase in assessed value. The best and most common way to incentivize downtown development is through taxation incentives. This program as described, provides a full 100% tax abatement to properties located in the downtown, which is currently not provided in any other area of the City, making this a unique program to the downtown area.

CONSULTATIONS:

The Director of Planning and Development Services consulted with the PADBID, and the Department of Finance in preparation of this report.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

The Director of Planning and Development Services will consult with PADBID upon City Council making a final decision.

FINANCIAL IMPLICATIONS:

Any new business that is attracted to the downtown area has the potential to create additional tax revenue for the City.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no policy implications, privacy implications or options to the recommendation

STRATEGIC PLAN:

A strategic Priority in the 2023-2025 Strategic Plan is Building a Robust Economy where creating flexible incentive programs will lead to increased economic opportunities downtown.

OFFICIAL COMMUNITY PLAN:

Section 6.9 of the Official Community Plan speaks to Downtown Revitalization.

PUBLIC NOTICE:

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

PRESENTATION:

Verbal presentation by the director of Planning and Development Services

ATTACHMENTS:

1. PADBID Tax Incentive
2. PADBID Incentive Letter

Written by: Director of Planning and Development Services

Approved by: Director of Finance & City Manager

Attachment #1

Tax Abatement for New Construction or alteration in PADBID

This program will encourage new development in vacant and unused lands in the PADBID boundary of Prince Albert, or to encourage significant alteration of a building that results in an increase in assessed value. The program will aim to abate 100% of taxes over a five year period. This program is intended to incentivize development in the City of Prince Albert Downtown area.

Criteria

1. Within the boundaries of the PADBID established in Schedule “A” in *Bylaw No. 4 of 2005, Downtown Business Improvement District Bylaw*.
2. All taxes and charges related to the property must be in good standing with the City of Prince Albert
3. Improvements must comply with *National Building Code of Canada, the Uniform Building and Accessibility Standards Act, the City of Prince Albert Zoning Bylaw No. 1 of 2019*
4. One application per property within the 60 month period of this program
5. All project’s eligibility will be determined by City Council

Eligible

New construction on vacant lands or redevelopment plans involving the demolition and rebuilding of a commercial property in the PADBID boundaries.

Redevelopment or alteration of an existing building within the downtown area that results in an increase in assessed value.

Only the value of the new building or alteration will count towards the Abatement. None of the costs or taxes incurred prior to the new commercial building construction or alteration will be eligible for this program

Incentive

Five Year: 100% abatement



Downtown Municipal Business Tax Incentives

Background

Municipal Business tax incentives on new construction, renovations or additions can be one way that municipalities help business to expand. It is a low-risk financial package for municipalities because a tax unearned is not a cut to current revenues but only a delay on when it is received. If the business doesn't invest, there are no taxes to receive.

There are many other ways municipalities help business, such as: Tourism Destination Funds to leverage events, operating or helping to fund all-season sporting facilities, support performing and visual arts, working with senior levels of government on business related growth locally or regionally, passive and active parks, municipal services like Fire, Police, clean water, libraries, paved streets and efficient traffic movement, children's programming and more. Municipal Governments provide multiple services that in their combination positively help local business.

Another way municipalities, including Prince Albert, help business is with downtown facade grants. These grants help restore and improve the image of traditional shopping areas.

Municipal tax breaks on investment by business rewards risk by delaying municipal and school tax on increased assessment caused by renovation, additions, or new builds. Section 262(4) and Section 263(6) of the Cities Act give municipalities the ability to create these incentives. The incentives are designed to potentially have the least amount of fiscal challenge to a City by delaying the new revenue associated with private capital investment causing new assessment. Incentives are not designed to deal with off site costs as these should be negotiated separately.

It is Executive Directors understanding that recent changes under these sections of the Cities Act mean if School taxes exceed \$30,000 in a particular year that Government has to approve the School tax abatement and City's need to apply each year for this abatement. This has not been confirmed with Ministry of Municipal Affairs.

Downtown Prince Albert

The downtown area of Prince Albert has several vacant buildings, or top floor space unrented and some vacant lots. In addition, there has been a lack of reinvestment into these properties as compared to other commercial areas of the city leaving some buildings and city blocks looking dated. In Executive Directors view, Downtown Prince Albert would benefit from an incentive program that helps building owners make decisions to renovate their properties and improve the value and look of the community. Capital reinvestment can raise property values and lead to higher municipal assessment.

With the Pandemic we have not seen a full operating year of the University of Saskatchewan Campus. Once the campus is at full capacity, there will be renewed interest in downtown properties. In addition, the downtown area is seeing changes in building ownership and has attracted investment from across Saskatchewan. The timing may be appropriate to implement a downtown tax break based on increased assessments from investments.

But incentives can also be applied city-wide. A competitor in another commercial subdivision may not like that their downtown competition receives a tax break on capital investment but they don't because they are located in another area of the city.

Incentives can also be negotiated on a case-by-case basis. A static incentive package might not be appropriate for some types of businesses.

Federal and Provincial governments often are involved in job creation tax breaks or research and development incentives as their Statutory powers enable them to work more broadly than communities. Municipalities are limited by Provincial Statute to implementing property taxes, levies, borrowing and some user fees. Provinces were established by the Federal Government and have limits established on their powers with the British North America Act 1867 and its subsequent amendments and court cases determining jurisdiction. Consequently, property tax breaks are where a municipality has its authority and benefit to supporting capital risk.

A review of some relevant business tax breaks in other communities competing with Prince Albert for capital investment is appropriate. How do they compete for capital investment with Prince Albert? Capital is mobile and will naturally find markets that are expanding.

Market Survey Incentives

City of Prince Albert

PADBID Façade Grants

The City of Prince Albert provides an annual grant to PADBID for \$20,000 for Façade Grants. The program is administered by PADBID with over watch by City Planning. Each year there is \$10,000 set aside under this program for major façade improvements and 10-\$1,000 mini

facade grants. Prince Albert's Façade program matches at 50% up to \$10,000. There are over \$200,000 in reserves from this program and Mini Façade.

While the Prince Albert Downtown mini façade program has had fairly wide subscription, the major grant has not had much acceptance in the marketplace. Prince Albert does not have other business incentives but are open to negotiate on a case-by-case basis.

Melfort

The City of Melfort is in Prince Albert's market area and they have a city wide 4-year 100% Municipal and School tax break on new assessment caused by renovations, additions, or new build for existing businesses. Land does not get an assessment break. New businesses to the city get a 3-year 100-% Municipal and School tax break on new assessment caused by renovations, additions or new build.

Moose Jaw

The City of Moose Jaw has a 5-Year city wide tax phase-in on all commercial zoned buildings that do renovations, additions or new build and that cause new taxes by the capital investment which results in a \$50,000 assessment increase. This Phase-in is a 100% tax break on the increase in assessment caused by the investment in Year 1. Year 2 is 80%, Year 3 60%, Year 4 40%, Year 5 20% and Year 6 full taxation. This program has been very well used.

Moose Jaw also has a "Living Over Shops" 5-Year 100% abatement on new assessment for conversion of second story commercial to residential within the downtown designated area. This program has not been well used.

Saskatoon

The City of Saskatoon has an urban in-fill incentive called the Vacant Lot and Adaptive Reuse Incentive, Policy C09-035. The program targets vacant lots or vacant buildings inside Circle Drive, plus older Sutherland and Montgomery Park area. The incentive is a 5-year 100% tax abatement or a cash grant equivalent to the tax abatement multiplied by 5-years. The cash grant has some limitations imposed on it such as:

- a) Commercial, Industrial mixed use: \$200,000
- b) Multiple Unit dwelling: \$75,000
- c) One and two-unit dwellings \$15,000

Saskatoon's policy targets conversion of buildings from industrial to commercial or industrial/commercial to residential. It also targets vacant lots. River Landing-the new Art Gallery area-is excluded from the vacant lot incentive program. However, any housing development within River Landing is eligible for a five-year tax abatement equal to the maximum incentive allowed under the program. Qualifiers under the program must meet a multiple level matrix system that adds points to obtain maximum incentive.

Brandon

City of Brandon has a Commercial Space Improvement Grant and a Façade and Storefront program in their downtown. The Brandon Downtown Development Corporation will fund a maximum 25% of eligible fees and projects costs, up to a maximum of \$20,000-including pre-development professional design and engineering fees and material/construction costs-for the Commercial Space Improvement Grant. The grant will fund new construction, renovations and expansions by building owners and tenants. Funding is allocated upon completion of the project. There are about 4-5 projects per year with this program. There is a program eligibility matrix for proponents to qualify under to maximize the grant. One of the qualifications is to have an architect or engineer prepare conceptual designs for the space.

Brandon also has a \$15,000 per applicant Façade and Storefront grant program for the downtown that funds up to 25% of eligible project costs. The program will fund up to \$30,000 for corner properties. It also funds up to 25% of conceptual design work to a maximum of \$3,000. The program is available to building owners and tenants. The program has about 4-5 Facades a year redeveloped. There is a qualifying matrix of program goals to qualify under to maximize the grant and one of them is to qualify for the maximum 25% that a qualified architect or engineer must create a conceptual design. Brandon utilizes a matrix that adds points up before a proponent can achieve 100% value of the tax break.

RM Buckland

The RM of Buckland has a 3-year 100% Municipal and School tax abatement program for commercial/industrial additions, renovations or new build that will cause an assessed value increase of \$750,000. The new furniture plant will likely be getting this grant and there is a possibility of other businesses in the next couple years. The RM has a strong commercial/light industrial area in Red Wing. Many service businesses develop large shops with their primary residence or use yard space to store business vehicles.

RM of Prince Albert

RM Administration said at this time there were no incentives in places. The RM of Prince Albert has a major commercial/retail subdivision being developed at the corner of Highway #2 in addition to strong demand along the Highway #2 corridor and interior development south of 48th Street. Many service businesses develop large shops with their primary residence or use yard space to park business vehicles.

Light Industrial Land Prices

City partnered with a private developer on light industrial land and list price is \$365,000 per acre. This is approximately \$265,000 per acre higher than lots sold along South Industrial Drive and 38th Street 20 years ago and serviced in the 1980's. Recent land sale to a non private sector entity on a larger than one acre purchase was at \$280,000 per acre. Recent land sales have been to non private sector companies.

The RM's are aggressively pursuing commercial/retail development along high traffic corridors and especially at Highway #2 & #11. This survey has not included private sector list prices on these lots. However, the cost to service them should be less due to lack of city level sanitary, water, paved roads, sidewalks, curb and gutter. Moreover, RM's likely won't be requesting City level off-site levies in their negotiations with private land developers as they lack municipal infrastructure that off-site levies support. Lastly, RM mill rates are lower due to lack of municipal services they need to support. The City's inventory of light industrial land has just a few 1-acre lots left.

These RM commercial areas are a threat to the City based on lack of servicing requirements and municipal infrastructure that RM taxes have to cover. These locations have strategic highway access close to the city and therefore gain from the population of the city. Many small private sector companies will be exploring these areas for service shops if the price is right. One way to combat the capital flow to RM's is through incentives on new, expanding or renovation investment.

Market Survey Conclusion

It is Executive Directors viewpoint that Saskatoon has incentives across a broad geographic area inside Circle Drive, including downtown Saskatoon, and that they are calling that geographic area an older neighbourhood. Therefore, Prince Albert should implement incentives that are at least comparable to Saskatoon, if not more competitive for PADBID and city-wide. Inside Circle Drive means 8th Street East, Market Mall, Broadway Avenue, 22nd and 33rd Street West, Idylwyld as well as downtown. It also includes old Sutherland and Montgomery Place. With this broad geographic area, you can see the competitive edge this gives investors in that city in redevelopment of properties from commercial to residential, or industrial to residential or industrial to commercial. Saskatoon is Saskatchewan's largest city and capital will naturally accrue to larger centres and City of Saskatoon is adding to that natural accrument by incentives.

However, Saskatoon's incentives are not near as broad based as Moose Jaw's which cover all commercial zoning districts with a 5-Year Phase-in on assessment increases of over \$50,000. Brandon has a targeted approach to downtown with cash grants similar to Prince Albert's Façade program but with an additional and stackable interior renovation component. Melfort's program is very aggressive, city-wide and easy to implement. Executive Director used the Melfort incentives as part of the land financing business plan to create StoneGate Shopping Centre.

Incentives should be developed, easily understood and marketable. International market search companies scan for incentives as one of the prerequisites for potential investment. Incentives don't have to be viewed as static or "cookie cutter" as different businesses may require

different styles of incentives and they can therefore be negotiable. However, by not having at least comparable incentives to Saskatoon or Moose Jaw that are in place, easily understood and marketable it looks to investors that Prince Albert doesn't have incentives when Council may be willing to provide one. Given vacancy at street level and second floor in PADBID, a stronger tax incentive than the Moose Jaw city-wide or Saskatoon Adaptive Re-use should be considered for implementation in downtown Prince Albert.

The market survey findings on surrounding RM's shows some incentives for investment in the RM of Buckland. However, the survey also showed many commercial/light industrial/retail threats to the City of Prince Albert, particularly along the Highway#2 and Highway #6 corridor and areas in between those highways south of 48th Street East, Red Wing light industrial and Pulp Mill Heavy Industrial area. The RM development areas will hamper city growth due to potentially lower list prices due to minimal service costs and lower taxes because of lack of RM infrastructure to support with the new commercial growth.

Country residential is a threat not only to single family growth in the city but also because many service businesses build large garages on their primary residence that act as service shops for their business. This is a threat to City light industrial/commercial growth. Recent multiple acre size residential vacant lot listings in abutting RM's are in the approximate \$100,000 price range per lot. A 1,200 square foot Modular home and 1,000 square foot shop plus the land assembly at \$100,000 are approximately equal to the one-acre light industrial list price in the city.

Another finding in the survey is the use of matrix or rewards system for identifying points for achieving maximum rewards under the incentives, especially in Saskatoon and Brandon. Executive Director views these matrix systems as taxing and unnecessary red-tape on business, especially small business and a roadblock to investment, not an incentive to invest. It is the Executive Directors view that meeting national building codes and City Bylaws for renovations, additions or new build including historical guidelines in downtown Prince Albert, would be enough thresholds to meet to achieve maximum incentive.

Opportunities

Saskatchewan is a commodity-based economy and Prince Albert is in a great location to benefit from recent global commodity market changes. There are opportunities happening in and around Prince Albert. The recent OSB announcement, new furniture plant, potential pulp mill all potentially will or have created many jobs. Forestry is a renewable resource and will sustain generations of employment in and around Prince Albert assuming proper market conditions and costs. Saskatchewan forests have several years of under cutting the annual allowed harvest and so the Province has excess forest inventory for investment.

Base metal prices increased with the Pandemic as supply lines changed due to production slow downs in other countries and global shipping lines impacted by the Pandemic. Companies are

exploring the supply chain length and Saskatchewan's northern mineral resources in zinc, copper, gold, uranium and rare earth can benefit. With the switch to greener economies, these resources will stay in world demand.

Uranium and oil prices have risen due to global geopolitical changes and consequently the uranium, oil and gas sectors are increasing staff. The anticipated hospital expansion will solidify Prince Albert's position as a health care centre for northern and central Saskatchewan.

Grain prices have increased due to the Pandemic and supply chain issues around the world, especially recently with war in Russia and Ukraine that are both massive wheat exporters. European policy changes around oils have benefited canola prices and caused expansion of canola processing. Saskatchewan, as a commodity producer, is poised again to benefit from our mix of commodities, potentially even to the same extent as the 1970's and mid-2000's.

The macro world market has many current positives for a commodity province like Saskatchewan and will drive the economy. Prince Albert has opportunities in seeking small and medium sized service business to serve central and northern Saskatchewan, northern Manitoba, northern Alberta and into the Territories and potentially the world. There are other potential industry opportunities in value added near Prince Albert.

Proposal Recommendations

The following recommendations delay revenue, they do not cut current operating income streams with the exception of one component-(f)-of the proposed downtown incentives:

- a) That commercial zoned properties in the PADBID boundaries receive a 5-Year 100% Municipal and School Exemption on increased property taxes due to assessment increases caused by renovation, new build or expansion of existing properties. Should the school exemption exceed limits established by the Provincial Government, that school taxes be abated only at levels agreed to on an annual basis with the Government of Saskatchewan.
- b) That building owners in PADBID boundaries that undertake renovations to upgrade existing residential or convert commercial to residential or new build residential should have a 5-Year 100% abatement on the value of increase in taxes caused by renovations, new builds or expansions.
- c) That tenants in PADBID Boundaries that undertake renovations, additions or new build on leased properties that cause an increase in assessment have the value of that increase paid to them as a cash grant in lieu of property tax rebates to the property owner for a 5-Year period at 100% value.
- d) Padbid Board recommend to City that the reserve funds from unused PADBID Façade Grants be partially targeted to a new interior renovation program for tenants or building owners where the Grant pays at 25% of cost up to a maximum of \$15,000 with the maximum allotted per year being \$60,000/year. That this renovation program not

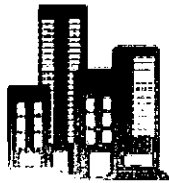
decrease PADBID reserves below \$100,000 and that funding long term for this program be derived from Parking revenues.

Recommendation:

- 1) Accept and forward to City Council for consideration
- 2) Don't forward to City Council
- 3) Other

Recommendation: #1

Perry Trusty B.A. (Adv) Ec.D
Executive Director





City of
Prince Albert

CORR 23-63

TITLE: Prince Albert Downtown Business Improvement District Board Motions - Downtown Business Incentive

DATE: August 31, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

PRESENTATION: None

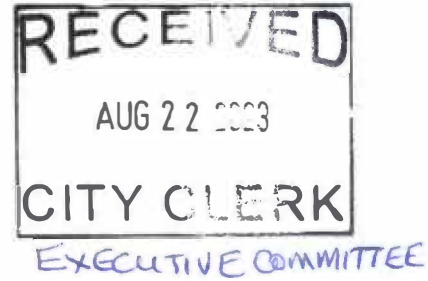
ATTACHMENTS:

1. Email dated August 22, 2023

Written by: Rhonda Trusty, Executive Director, Prince Albert Downtown Business Improvement District

Terri Mercier

From: discover@princealbertdowntown.ca
Sent: Tuesday, August 22, 2023 12:22 PM
To: Terri Mercier
Cc: Craig Guidinger
Subject: PADBID Board Motions
Attachments: Letter to City Clerk August 21.docx



Hello Terri:

Please see attached letter regarding the PADBID Board of Directors meeting that was held on August 21, 2023. If you have any questions, do not hesitate to reach out.

Kind regards,

Rhonda Trusty

Executive Director

Prince Albert Downtown BID



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August 22, 2023

City Clerk's Office

1084 Central Avenue

Prince Albert, SK S6V 7P3

Hello Terri:

Please note that on Monday, August 21, 2023 the Prince Albert Downtown Business Improvement District's Board of Directors attended a board meeting.

On our agenda was the Bylaw Amendment – Addition of 7.(4). This was also on the Executive Committee agenda on Monday, August 14th, 2023.

Please provide to City Council that the following motion was passed by the Board of Directors in relation to the following amendment that was postponed by Councillor Kilmer.

Bylaw Amendment – Addition of 7.4

Motion: That the addition of 7.4 reads as follows:

7.(4). The City shall appoint a liaison who will provide advice to the Board as requested. In preparation for meeting(s), the liaison shall be provided with all formal agenda in advance, so that they may attend when requested by the Board.

Moved by: Brent MacDonald Seconded: Mike Henry

Motion Passed

The other agenda item that was postponed on August 14th, 2023 at the Executive Committee meeting

was the Abatement (Business Incentive Package). The following motion was made and passed by the Board of Directors:

Motion: The Board of Directors agrees to the tax abatement incentive for new construction or alteration in PADBID as presented by Director Craig Guidinger of Planning and Development Department.

Moved by: Brent MacDonald Seconded: Mike Henry

Motion Passed

If you require further information regarding these two agenda items, please do not hesitate to contact me at:

Kind regards,

Rhonda Trusty

Executive Director, PADBID



RPT 23-301

TITLE: Prince Albert Business Improvement District - Bylaw Amendment request

DATE: July 26, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That Administration proceed with Amending Bylaw 4 of 2005, as described in Attachment #2 to RPT# 301-23 with the following addition:

Add 7.(4.) The City shall appoint a liaison who will provide advice to the Board as necessary. In preparation for meeting(s), the liaison shall be provided with all formal agenda's in advance, so that they may attend as necessary.

TOPIC & PURPOSE:

To Amend Bylaw #4 of 2005, a Bylaw which establishes a Downtown Business Improvement District

BACKGROUND:

The Prince Albert Business Improvement District has the mandate to find ways to encourage the development of a vibrant and prosperous downtown business district. Reserve funds are utilized for projects that improve the areas image, promote and rejuvenate the area.

On January 9th, the Prince Albert Downtown Business Improvement District approached Prince Albert City Council (Attachment #1 - letter attached) requesting to amend section 6(4) of the Bylaw to increase the appointment term of Board members. The request was forwarded to the Department of Planning and Development for review and follow-up.

PROPOSED APPROACH AND RATIONALE:

In April 2023, the Director of Planning and Development Services attended a PADBID Board meeting with the purpose of reviewing Bylaw #4 of 2005. The Bylaw was discussed in detail, line by line, and a number of amendments were requested by the Board as a result of these discussions. These DRAFT amendments were then prepared by the Director of Planning and Development Services and provided back to the Board for Review.

The Board then reviewed the proposed amendments and responded with the attached letter, dated April 25th (Attachment #2)

The letter also includes rationale for each requested amendment which is supported by administration.

It should be noted that the Director also recommended the following amendment which was not included in the final request from the Board:

Add 7.(4.) The City shall appoint a liaison who will provide advice to the Board as necessary. This liaison shall be invited to all formal meetings of the Board.

The purpose of this amendment would be to ensure that a member of City Administration regularly attend formal meetings of the Board to ensure that the Board is provided with consistent information from the City, regularly report back to the City on requests from the Board, and also provide information at the meetings as requested. This member of Administration would attend in an advisory capacity only and would not be a voting member of the Board.

After further discussions with the Board Chair, it has been agreed that clause 7.(4.) can also be included, with the understanding that the City Liaison will be provided with meeting agenda's in advance, so that they may be able to determine whether their attendance is necessary.

CONSULTATIONS:

The Director of Planning and Development Services has consulted with the PADBID Board, and The City Manager's office in preparation of this report.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

The Director of Planning and Development Services has regular communications with the PADBID Board and will advise them of the decision of Executive Committee.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no Financial Implications, Privacy Implications, or options to the recommendation.

STRATEGIC PLAN:

I Strategic Priority in the 2023-2025 Strategic Plan is to Delivery professional governance, where an being engaged can strengthen relationships with external organizations.

OFFICIAL COMMUNITY PLAN:

Section 4 of the Official Community Plan highlights strategies for effective decision making where early and ongoing engagement with external agencies can mean the difference between relevance and actions.

PUBLIC NOTICE:

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

PRESENTATION:

Verbal Presentation by the Director of Planning and Development Services.

ATTACHMENTS:

1. Attachment #1 PADBID Request
2. Attachment #2 Bylaw Amendment request
3. PADBID Bylaw # 4 of 2005

Written by: Craig Guidinger, Director of Planning and Development Services

Approved by: City Manager



November 10, 2022

City Clerk's Office

Dear Terri:

It was discussed at our last board meeting to consider changing Bylaw 4 of 2005 – and extend the Board Member's length of term.

The reason for this recommendation is the Board terms can align with City Council terms and due to turnover with the Executive Director position, it allows for continuity for the organization, especially those who have past knowledge and experience of the organization. It is difficult to attract Board members and this way, by extending the terms, those members who are currently willing to continue being an active Board member, may do so.

Motion:

1. That Bylaw 4 of 2005 be amended to increase the appointment term to four years and the maximum to 4 consecutive four year terms.
2. That if any member is absent for 2 meetings in a calendar year, the Executive Director forwards a written warning to the member. If the member misses 3 meetings in a calendar year, the member is removed from the Board.

The motion has passed.

Please add this to the agenda for review.

Kind regards,

Rhonda Trusty

Executive Director, PADBD



April 25, 2023

Hello Mr. Guidinger:

Thank you for your time and effort with our Prince Albert Downtown Board of Directors. We are requesting that the following amendment changes be made to Bylaw 4 of 2005:

6. (4) remove the following language “and may serve a maximum of three (3) consecutive three (3) year terms.

Rationale: Getting board members is tough. If there is a board member that is doing good work and wants to stay on beyond 3 terms, I think they should be allowed to stay on. If they are doing a bad job, there are other ways to have them removed, so I don’t think there is any risk to this change.

Add 7. (1.)(d.) Any project that meets the intent of Section 3. of this Bylaw, by improving the areas image, promoting and marketing the area, and facilitates the ongoing rejuvenation of the area.

Rationale: Section 7 is somewhat restrictive at the moment. We want a clause that is bit more of a “blanket” statement that allows flexibility in how funds are used. Reminder that all projects have to be approved by Council, so there is no risk.

That Clause 8 and Clause 9 to be reviewed by the City to ensure that the language meets current financial practice.

Kind regards,

Rhonda Trusty

Executive Director (PADBID)

CITY OF PRINCE ALBERT

BYLAW NO. 4 OF 2005



Disclaimer:

This consolidation is not an Official Copy of the Bylaw. Amendments have been incorporated solely for research convenience purposes only. Original Bylaw and amendments are available from the City Clerk's Office and must be consulted for purposes of interpretation and application of the law.

OFFICE CONSOLIDATION

**DOWNTOWN BUSINESS IMPROVEMENT
DISTRICT BYLAW**

BYLAW NO. 4 OF 2005

Including the Following Amendments:

AMENDMENTS

Bylaw No. 9 of 2017

DATE PASSED

March 6, 2017

CITY OF PRINCE ALBERT BYLAW NO. 4 OF 2005

*A Bylaw of The City of Prince Albert to establish a Downtown
Business Improvement District.*

NOW THEREFORE THE COUNCIL OF THE CITY OF PRINCE ALBERT
IN OPEN MEETING ASSEMBLED ENACTS AS FOLLOWS:

STATUTORY AUTHORITY

1. This Bylaw is passed pursuant to sections 25 and 26 of The Cities Act.

BUSINESS IMPROVEMENT DISTRICT ESTABLISHED

2. The area of lands described in Schedule "A" attached hereto and forming part of this Bylaw is established as a business improvement district to be known as Prince Albert Downtown Business Improvement District.

PURPOSE

3. The purpose or mandate of the business improvement district is to encourage the development of a vibrant and prosperous downtown business district by improving the area's appearance and image, promoting and marketing the area, and undertaking initiatives and projects that facilitate the ongoing rejuvenation and redevelopment of the area.

LEVY

4. (1) Subject to the provisions of this Bylaw, Council shall establish an annual levy, under bylaw, on all property used or intended to be used for business purposes in the Business Improvement District, of a uniform rate that Council considers sufficient to raise the amount required for the purpose of the proposed expenditures included in the approved estimates of the Board, less any revenues received by the Board under subsection 10(2)(b).
- (2) The levy mentioned in subsection (1) is to be based on the assessment of all land and improvements used or intended to be used for business purposes in the Business Improvement District.

BOARD ESTABLISHED

5. A board of management to be known as the "Prince Albert's Downtown Business Improvement District Board" is hereby established

MEMBERSHIP AND APPOINTMENT

6. (1) The Board shall consist of seven (7) members appointed by resolution of Council, as follows:
 - (a) one (1) member of Council; and,
 - (b) six (6) other members of large recommended by the Board to City Council for approval.
- (2) The appointed member of Council shall be appointed for a term of two (2) years or until a successor is appointed.

- (3) Where a Board member who hold office as a member of Council loses office as a member of Council, that Board member also loses office as a Board member.
- (4) The appointed members at large recommended by the Board shall be appointed for a three (3) year term or until a successor is appointed and may serve a maximum of three (3) consecutive three (3) year terms.
- (5) Council may, by resolution, remove any member of the Board and thereafter appoint a replacement member.
- (6) The Board, will, as soon as possible after its members are appointed, elect a chair and vice-chair from its Board members for one (1) year terms.
- (7) The Executive Director of the Prince Albert Downtown Business Improvement District, shall be appointed as a non-voting Secretary-Treasurer to the Board.

(9/2017, s.1a)

POWERS AND DUTIES OF THE BOARD

7. (1) The Board may:
 - (a) subject to subsection (2) acquire by purchase, lease or otherwise, and real property necessary for its purposes and improve, beautify and maintain that property.
 - (b) promote the area as a business or shopping area; and
 - (c) Conduct any studies or prepare any designs that may be necessary for the purposes of the above.
- (2) The Board shall not enter into financial commitments extending beyond the current budget year or acquire real property without the consent of City Council.

- (3) The Board shall not approve any expenditures, other than those provided for in the budget approved by City Council, without prior approval of City Council.

RECORDS

8. (1) The Board will keep proper minutes and records of every meeting on the Board..
 - (2) The Board will adopt and maintain banking arrangements and accounting practices acceptable to the City's Director of Financial Services
 - (3) The Board will make available or provide all books, documents, records of transaction, minutes and accounts of the Board to the City or the City's auditor for inspection on reasonable request.

9. The Board will, at its sole cost and expense, use the services of the City's auditor appointed pursuant to section 159 of The Cities Act.

BUDGET

10. (1) The Board's fiscal year will end December 31 of each year.

- (2) Board will submit to the City the Board's revenue and expenditure estimates for the next fiscal year by September 15 with evidence of support by the majority of the membership. The budget shall set out in its estimates:
- (a) the amounts required to be raised through the levy referred to in section 4 hereof;
 - (b) the amounts and details of other revenue projected to be received by the Business Improvement District, including the amounts to be received for the disposal or conveyance of land and buildings.
 - (c) The proposed expenditure for the year, including expenditures for the acquisition of land and buildings.
 - (d) Details of any proposed financial commitments that extend beyond the current budget year; and
 - (e) A narrative description of the specific programs and activities to be undertaken, including associated revenues and expenditures.
- (3) Monies from the Council approved estimates remaining unexpended at the end of the Board's fiscal year will be carried over and applied to the Board's approved estimates for the next fiscal year.

(9/2017, s.1b)

ANNUAL REPORT

11. The Board shall submit its annual report for the preceding year to the Financial Services Department by May 31, to be submitted in conjunction with The City's audited financial statement of its affairs. The report shall be signed as approved by the Board and include a narrative description of the initiative and projects undertaken demonstrating that the Board has been successful in achieving its objectives for the preceding year as have been approved by Council.

(9/2017, s.1c)

DISESTABLISHMENT

12. (1) Any of the following occurrences or acts shall constitute a material event of default by the Business Improvement District or its Board, and shall constitute sufficient cause for disestablishing the Business Improvement District, specifically:

- (a) If the Business Development District fails to satisfy Council that the Business Improvement District is fulfilling its mandate or purpose described under section 3 hereof.
- (b) If the Board is unable to demonstrate to Council's Satisfaction that the Business Improvement District has the Support of the majority of its membership.
- (c) If the Board willfully fails or neglects to discharge its responsibilities as provided under sections 7, 8, 10 or 11 hereof within 30 days subsequent to notice from the City to rectify same.

- (d) If the Business Improvement District fails to comply with the terms of any municipal, provincial or federal legislation governing the operation of the Business Improvement District.
- (e) If the Business Improvement District becomes insolvent;
- (2) In the event of default as provided under subsection (1) of this section, the Business Improvement District and the Board shall be formally disestablished upon the repeal of this Bylaw, which repeal shall take effect December 31st in the year in which the repealing bylaw is passed.
- (3) Upon Disestablishment pursuant to subsection (2), all undertakings, assets and liabilities are thereupon vested in the City.

COMING INTO FORCE

13. This Bylaw comes into force on the day of passage.

INTRODUCED AND READ A FIRST TIME THIS	25 th	DAY OF	April, AD 2005.
READ A SECOND TIME THIS	25 th	DAY OF	April, AD 2005.
READ A THIRD TIME AND PASSED THIS	25 th	DAY OF	April, AD 2005.

“Jim Stiglitz”

MAYOR

“Cliff Skauge”

CITY CLERK



City of
Prince Albert

CORR 23-64

TITLE: Prince Albert Downtown Business Improvement District Board Motions - Bylaw Amendment

DATE: August 31, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

PRESENTATION: None

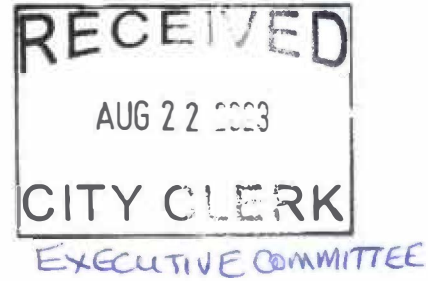
ATTACHMENTS:

1. Email dated August 22, 2023

Written by: Rhonda Trusty, Executive Director, Prince Albert Downtown Business Improvement District

Terri Mercier

From: discover@princealbertdowntown.ca
Sent: Tuesday, August 22, 2023 12:22 PM
To: Terri Mercier
Cc: Craig Guidinger
Subject: PADBID Board Motions
Attachments: Letter to City Clerk August 21.docx



Hello Terri:

Please see attached letter regarding the PADBID Board of Directors meeting that was held on August 21, 2023. If you have any questions, do not hesitate to reach out.

Kind regards,

Rhonda Trusty

Executive Director

Prince Albert Downtown BID



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August 22, 2023

City Clerk's Office

1084 Central Avenue

Prince Albert, SK S6V 7P3

Hello Terri:

Please note that on Monday, August 21, 2023 the Prince Albert Downtown Business Improvement District's Board of Directors attended a board meeting.

On our agenda was the Bylaw Amendment – Addition of 7.(4). This was also on the Executive Committee agenda on Monday, August 14th, 2023.

Please provide to City Council that the following motion was passed by the Board of Directors in relation to the following amendment that was postponed by Councillor Kilmer.

Bylaw Amendment – Addition of 7.4

Motion: That the addition of 7.4 reads as follows:

7.(4). The City shall appoint a liaison who will provide advice to the Board as requested. In preparation for meeting(s), the liaison shall be provided with all formal agenda in advance, so that they may attend when requested by the Board.

Moved by: Brent MacDonald Seconded: Mike Henry

Motion Passed

The other agenda item that was postponed on August 14th, 2023 at the Executive Committee meeting

was the Abatement (Business Incentive Package). The following motion was made and passed by the Board of Directors:

Motion: The Board of Directors agrees to the tax abatement incentive for new construction or alteration in PADBID as presented by Director Craig Guidinger of Planning and Development Department.

Moved by: Brent MacDonald Seconded: Mike Henry

Motion Passed

If you require further information regarding these two agenda items, please do not hesitate to contact me at:

Kind regards,

Rhonda Trusty

Executive Director, PADBID