

Aquatic and Arenas Recreation Project Steering Committee
Public Meeting Agenda

February 3, 2022 at 3:30 p.m.
Teams & Mayor's Boardroom, City Hall

- 1. Call to Order**
- 2. Approval of Agenda**
- 3. Approval of Minutes of Last Meeting – December 9, 2021**
- 4. Communication Review of Webpage and Addition of FAQ Section**
- 5. Signature Development “The Yard” Update**
- 6. Aquatic and Arenas Recreation Centre - Project Schedule Timelines Update (RPT AARP-SC 2022-03)**
- 7. Date of Next Meeting – Thursday, February 17, 2022 at 3:30pm**
- 8. Adjournment**

Aquatic and Arenas Recreation Project Steering Committee
Public Minutes of Meeting

Thursday, December 9, 2021
3:30 p.m.
2nd Floor Main Boardroom, City Hall

Present:

Mayor G. Dionne, Chairperson
Councillor T. Zurakowski, Vice-Chair
Councillor D. Kilmer
Councillor B. Edwards (Telephone)
Jim Toye, City Manager

Wes Hicks, Director of Public Works
Craig Guidinger, Director of Planning & Development
Kiley Bear, Communications Manager
Wilna Furstenberg, Communications Coordinator

Gord Broda, Advisor
Rusty Clunie, Advisor

R. Horn, Committee Secretary

Meeting convened at 3:34 p.m.

1. APPROVAL OF AGENDA

009. **Moved by Councillor D. Kilmer, AND RESOLVED:**

That the December 9, 2021 Aquatic and Arenas Recreation Project Steering Committee Public Meeting Agenda be approved as presented.

2. MINUTES OF LAST MEETING

010. **Moved by Councillor D. Kilmer, AND RESOLVED:**

That the July 8, 2021 Aquatic and Arenas Recreation Project Steering Committee Public Minutes be approved.

**3. DISCUSSION ITEM #1
Handicap Parking Options (RPT AARP-SC 2021-7)**

011. Moved by Councillor D. Kilmer, AND RESOLVED:

- (a) That the following recommendation be postponed to a special meeting of the Aquatic and Arenas Recreation Project Steering Committee, called by the Committee Chair, so that the Director of Public Works can provide the consultant's handicap parking option details to the Director of Planning and Economic Development for his review and comment:

That the handicap parking lot at the Recreation Centre which includes the Aquatic and Arenas Recreation Centre be approved with the handicap parking lot design concept of a total of thirty (30) handicap parking stalls, nine (9) at the Aquatic and Arenas Recreation Centre and twenty-one (21) handicap parking stalls at the Event Centre. This represents an increase of 10 stalls greater than the City's Bylaw of 20 stalls (50% greater), representing Option 3 identified in the Report.

**4. DISCUSSION ITEM #2
Aquatic and Arenas Recreation Centre – Parking Lot (RPT AARP-SC 2021-8)**

012. Moved by Councillor T. Zurakowski, AND RESOLVED:

- (a) That the Aquatic and Arenas Recreation Project Steering Committee forwards the following recommendation to City Council for consideration:

That the parking lot at the Recreation Centre which includes the Aquatic and Arenas Recreation Centre be approved with the parking lot design concept at 3.0 meter (10 feet) wide parking stalls, representing Option 2 identified in the Report.

**5. DISCUSSION ITEM #3
Aquatic Competition Pool Access (RPT AARP-SC 2021-9)**

013. Moved by Mayor G. Dionne, AND RESOLVED:

- (a) That due to time constraints, RPT AARP-SC 2021-9 Aquatic Competition Pool Access, be postponed to a special meeting of the Aquatic and Arenas Recreation Project Steering Committee, called by the Committee Chair, to consider the item.

6. NEXT MEETING: To be determined.

7. **MOTION TO ADJOURN:**

Adjournment – 4:20 p.m.

014. **Moved by D. Kilmer, AND RESOLVED:**

That this Committee do now adjourn.

CHAIRPERSON

SECRETARY

January 27, 2022

City of Prince Albert
City Manager's Department
City Hall/ 1084 Central Avenue
Prince Albert; Sask.
S6V 7P3

Att: Jim Toye – City Manager

Re: Signature Developments “The Yard District” Update January 27, 2022

Signature Development Corporation has been making significant progress with the development named “The Yard District”. We have included an attached drawing that should be referenced as we review the various items and details of progress related to the development and the City of Prince Albert.

Preliminary Items of Business - * for this discussion submitted means to City and acknowledged*

- Geotechnical Investigation of entire development for full development completed and submitted.
- Environmental Assessment of entire development completed and submitted.
- Supplementary Geotechnical Investigations Specific to The Stormwater Pond and Lift Station completed and submitted.
- Heritage Investigation and Report completed and submitted.
- Engineering Servicing Study for full Development completed submitted and approved.
- Traffic Impact Assessment for full Development completed submitted and approved.

Sub Division of Lands and Sales - * Phase I will be defined as all the development from its northern boundary to the south property line of the storm pond and planned RV Park. Phase II will be land remaining to full build out.*

4301 5th Ave East
PO Box 460 Stn Main
Prince Albert SK S6V 5R8

P: 306-764-2336
F: 306-763-2910

- Application to Subdivide has been submitted for all the roads and lands shown as the City lands, Parcel 1, Storm Pond and Lift station including access to such including the 42nd Street Infrastructure and all related access's. This has been completed and approved as well as title's raised in the City's name and Parcel 1 landowner's name Malkon Properties Ltd. With this the land sales have closed.
- A second application to subdivide has been submitted for the Parcels 2, 2A and 3 as well as the RIRO and the related roadways and infrastructure to the end of Phase1.
- Parcel 2A is sold.
- Parcel 4 is sold.
- Parcel 2 and Parcel 5 are currently in the process of sale with the buyer and should close soon.
- Once Parcel 5 is finalized a third application to subdivide will be forthcoming to encompass full build out to the south and west of the road but including the road to its connection with Hwy#3 and 48th Street.

Engineering and Public Works

- Detailed Design for the Underground Services – Phase 1 & 2 have been submitted and approved.
- Detailed Design for the Roadworks – Phase 1 have been submitted and are in final stage of approval.
- Detailed Design of the Retention Pond has been submitted and Approved.
- Detailed Design of the Storm Water Lift Station/Booster Station have been submitted and are in the final stage of approval.
- Detailed Design for the Roadworks – Phase II are in process and will be submitted by end of February.
- Detailed Design for the Highway #3 Corridor and related RIRO (Right In/Right Outs) and intersections are in process and will be submitted by the end of February. This does include converting Hwy#3 to four lanes from the 42nd Intersection North to Marquis Road.
- The Retention Pond's accepted Design is a naturalized pond and the design and implementation of this has been completed and approved. Native Plant Solutions (div. Duck's Unlimited) are the experts in the field with this who have designed and will be managing the construction process and long term maintenance and turnover for the next three years. (1 year construction two years maintenance) Additional examples and details are forthcoming to public works as requested.
- Detailed design for Power Distribution service and telecommunications to Phase 1 has been completed and approved.
- Detailed Design for the Gas Distribution service for Phase 1 and the entire development has been completed and currently under review by both the City and the developer.

Construction

- All construction related to site preparation and earthworks to allow surface development has been completed for Phase 1.
- All Underground Servicing for Phase 1 has been completed with commissioning to occur in the Spring of 2022.
- The Retention Pond has been completed and can accept the development waters runoff.

- The Lift Station will be constructed this winter with completion and commissioning set for April 2022.
- Power Distribution to Phase 1 and specifically the City facilities will be completed in February and March.
- Gas Distribution to Phase 1 will occur in the spring of 2022.
- Roadworks for Phase 1 are planned for the 2022 construction season and have been intentionally done in such a way as to allow power and gas to be completed there prior to interference from the roadworks.
- Widening and work on Marquis Road will be completed in the 2022 construction season allowing for two lanes to be completed on the east bound lanes from Marquis to the far east access to the development. (East of the current Re Store Access.)
- Naturalized pond works will be completed through the 2022 construction season.
- Construction related to site preparation and earthworks for Phase II of the development will occur in 2022.
- During the planned construction in 2022 access to the site will be limited to construction traffic only and plans are in place to accommodate all temporary all weather access for the construction to begin on the City facilities as well as Parcel 1, 2A and 4.
- Necessary work at the intersection of Hwy#3 and 42nd Street will be completed as well as the RIRO off of Marquis Road and the far East access off of Marquis into the site will be completed early in the construction season 2022.

To date we are on schedule with our plans and execution of this development as well as sales and interest. We are excited to see "The Yard District" become a reality and are proud of the City's insight and support to see this project through for the growth and development of our great City.

Respectfully Submitted:

Signature Development Corp.

A handwritten signature in blue ink, appearing to read "Russell Clunie Jr.", written over a horizontal line.

Russell Clunie Jr. ; P.Eng.

Developer/Partner

DRAFT - For Discussion Purposes Only

Development Plan
EC Development
Prince Albert, SK

Scale: NTS



Grey Owl Cr
Marquis Rd



AQUATIC AND ARENAS RECREATION PROJECT STEERING COMMITTEE

RPT AARP-SC 2022-05

TITLE: Communications Update

DATE: February 28, 2022

TO: AARP Steering Committee

PUBLIC: **INCAMERA:** X

RECOMMENDATION:

That the AARP Committee provide input into the target dates for key project milestones related to all phases of the project.

JUSTIFICATION FOR INCAMERA:

Local Authority Freedom of Information and Protection of Privacy Act:

16 (1) Subject to subsection (2), a head may refuse to give access to a record that could reasonably be expected to disclose:

(a) advice, proposals, recommendations, analyses or policy options developed by or for the local authority;

Administration has prepared this report to outline proposed milestones for the Arena and Aquatics Recreation Project and the associated communication options that may be applicable.

TOPIC & PURPOSE:

To provide an update on the communication activities undertaken with the project and to outline some of the upcoming project milestones that require consideration.

BACKGROUND:

The following media releases have been issued to date on the Arena and Aquatics Recreation Project:

Friday, September 6, 2019	Federal Funding Comes Through for Prince Albert’s New Aquatic and Arenas Recreation Centre
Thursday, June 25, 2020	City Council to Consider Land Acquisition for New Arena and Aquatics Centre
Monday, March 29, 2021	Key Design Elements Approved for Aquatic and Arenas Recreation Centre
Thursday, April 29, 2021	City Council to Consider Next Major Milestones in Recreation Centre Development
Friday, August 13, 2021	Horseshoe 2-level Concept Proposed for Arena and Event Centre
Tuesday, September 7, 2021	Schematic Designs for Aquatic Centre Proposes Waterslide North Location
Thursday, January 20, 2022	Council to Consider approval of Tender Ready Drawings for Aquatics and Arenas Recreation Centre
Friday, February 25, 2022	Signature Development Subdivision Taking Shape

On March 29, 2021 a webpage was published to dedicate space to update the public on the progress of the project. This corresponded with the presentation of the Concept Design elements that were to be presented at an upcoming meeting for review and approval by City Council. This page largely focused on outlining for the public the extensive consultation that took place in decisions regarding the core footprint of the facility including space dedicated to key elements like commercial areas, referee rooms, change rooms, seating areas, etc.

The webpage and social media were occasionally updated as new updates were presented to City Council.

Early in 2022, committee members expressed a desire to have more regular communications issued to the public. There were examples of occasions where reports were considered and presented to City Council but a corresponding updates were not shared on the website or social media.

Starting in January, an Administrative project team was created. The team includes the Directors of Community Services, Corporate Services, Planning and Development and the City Manager. The team meets following each scheduled AARP committee meeting to review action items following the last meeting, review the need for upcoming reports and confirm any communication required.

This process is new but proving to be beneficial in the planning process to anticipate and respond to areas that need attention and to establish improved communication between the various departments with a role in the project.

On January 20, 2022 a new website was created for the project.

<https://www.citypa.ca/en/parks-recreation-and-culture/arena-aquatics-recreation-centre.aspx>

The site currently has 8 pages that allow for more space to update the public on different aspects of the project.

Pages include:

- **Landing page** with a news feed that show the most recent updates
- **Location** page that outlines the rationale for the choice of location including details on the Signature Development Subdivision, the potential for new development in the area and taxation revenue opportunities.
- **Funding** page that outlines the contributions from senior levels of government to fund \$43.9 million toward the project.
- **Key Features** page which outlines the core footprint of the facility and space dedicated to seating, commercial areas, aquatics area, referee rooms, change rooms, etc.
- **Detailed Design** page which outlines the drawings and specifications for the building
- **Large Arena and Event Centre** page which outlines the progress on the design of this phase of the project.
- **Consultation** page which outlines the stakeholders that were engaged in the discussions regarding the design and use of the facility
- **Sports Economy** page which discusses the role the facility will play in attracting even more sports tournaments to the community and the economic development spin-offs that result from additional spending from visitors to the community.

When a new media release is issued, it will appear automatically on the homepage of the new website. Content will also be updated on the applicable pages and where appropriate posted to social media and the billboard to support additional messaging.

To date there have been 549 unique visitors to the website. Visits to the website appear to average around 1-10 daily with the most (128) on January 21, 2022 which corresponds with the timing of the social media post and media release with pictures about the detailed design.

PROPOSED APPROACH AND RATIONALE:

Routine updates are an important part of keeping the public informed as decisions are made regarding the facility. In addition to keeping the public part of the conversation, the website also makes information on the project easy to access and readily available for reference as questions arise about how decisions were reached.

Going forward there remains a need to plan for key moments in the ongoing communication strategy for the project. Some of the most immediate communication priorities are around a potential groundbreaking ceremony in the spring and the creation of a video this year that includes stakeholder groups and other officials speaking to the importance of the project.

At the last steering committee meeting it was requested that timeline be created that identifies potential targets for decisions on upcoming issues. Examples that were considered include:

- Funding of the large arena
- Tender for large arena
- Future of the Kinsmen, Steuart, AHC
- Staffing modelling
- Taxation bylaw
- Signature Development ground breaking

With notable milestones in mind, it is possible to time reports and communication activities around the applicable timeframes. This would be a confidential internal document used for planning purposes. Milestone dates would be shared only as they are released through public reports.

CONSULTATIONS:

The project team was consulted in advance of writing this report.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Media releases will continue to be prepared as milestones are reached in the project and will continue to be timed around the preparation of reports to City Council. Formal communication plans are required when more ambitious activities are required or when there is complexity to the messaging on a particular topic.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no other strategic plan, OCP or options for consideration.

PUBLIC NOTICE:

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

PRESENTATION:

Verbal Presentation by Kiley Bear, Director of Corporate Services

Written by: Kiley Bear, Director of Corporate Services

Approved by: City Manager