



CITY OF PRINCE ALBERT

EXECUTIVE COMMITTEE REGULAR MEETING

AGENDA

**MONDAY, JULY 18, 2022, 2:00 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 June 20, 2022 Executive Committee Meeting Minutes for Approval (MIN 22-56)

5. DELEGATIONS

5.1 Concerns regarding Speeding on Barton Drive (CORR 22-61)

Verbal Presentation: Jody Hammersmith

5.2 Prince Albert Regional Economic Development Alliance - Tourism Update (CORR 22-62)

Verbal Presentations: Ashley Charles, Chief Executive Officer and Duane Krip, Prince Albert Regional Economic Development Alliance

5.3 Request to Propose an Emergency Shelter & Support Centre at 1306 Central Avenue (CORR 22-71)

PowerPoint Presentation: Bill Nixon and Kim Maier, The Mustard Seed

5.4 Grand Slam Ball Park Rebuild Update (RPT 22-284)

5.4.1 Request to Re-install Signage at the Kinsmen Baseball Complex (CORR 22-70)

Verbal Presentations: Melanie Markling, Northern Elite Firearms, Duane Krip, Prince Albert Minor Baseball Association and Jody Boulet, Director of Community Services

6. CONSENT AGENDA

6.1 Letters of Concern regarding Public Transportation Services (CORR 22-68)

6.2 Request to Implement Downtown Municipal Business Tax Incentives (CORR 22-69)

6.3 Request to Implement Bylaw to Prohibit Stunting (CORR 22-72)

6.4 Request to Restrict Speed Limits within School Zones (CORR 22-73)

6.5 Request to Improve the Planning & Budgeting of City Beautification (CORR 22-74)

6.6 Concerns regarding Poplar Tree Seed on Woodman Crescent (CORR 22-75)

6.7 Concerns regarding Environmental Impacts of Land & Construction (CORR 22-76)

6.8 Request to Install Fire Hydrant at 215 - 12th Street West (CORR 22-77)

6.9 PAFD 2021 Year in Review (RPT 22-272)

6.10 June 2022 Updated Status on Capital Projects (RPT 22-275)

6.11 June 28, 2022 Planning Advisory Committee Meeting Minutes (MIN 22-57)

7. REPORTS OF ADMINISTRATION & COMMITTEES

7.1 Crosswalk Policy (RPT 22-279)

PowerPoint Presentation: Evan Hastings, Transportation and Traffic Manager

7.2 15th Street Parking Removal (RPT 22-280)

Verbal Presentation: Evan Hastings, Transportation and Traffic Manager

7.3 Action Items from City Council, Executive Committee and Budget Committee (RPT 22-267)

Verbal Presentation: Terri Mercier, City Clerk

8. UNFINISHED BUSINESS

9. ADJOURNMENT



City of
Prince Albert

MIN 22-56

MOTION:

That the Minutes for the Executive Committee Regular and Incamera Meetings held June 20, 2022, be taken as read and adopted.

ATTACHMENTS:

1. Regular Minutes
2. Incamera Minutes



CITY OF PRINCE ALBERT

EXECUTIVE COMMITTEE REGULAR MEETING

MINUTES

**MONDAY, JUNE 20, 2022, 4:00 P.M.
COUNCIL CHAMBER, CITY HALL**

PRESENT:

Mayor Greg Dionne
Councillor Charlene Miller
Councillor Terra Lennox-Zepp
Councillor Tony Head
Councillor Don Cody (Attended at 5:49 p.m.)
Councillor Dennis Ogradnick
Councillor Blake Edwards
Councillor Dawn Kilmer
Councillor Ted Zurakowski

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

1. CALL TO ORDER

Councillor Kilmer, Chairperson, called the meeting to order.

2. APPROVAL OF AGENDA

0139. **Moved by:** Mayor Dionne

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

1. That Item No. 7.6 be moved forward for consideration before Item No. 7.1.

0140. **Moved by:** Councillor Lennox-Zepp

That the Motion be amended to include:

1. That Correspondence from Evert Botha dated June 20, 2022, be added for consideration with Item No. 6.5.

Absent: Councillor Cody

MOTION DEFEATED

0141. **Moved by:** Mayor Dionne

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

1. That Item No. 7.6 be moved forward for consideration before Item No. 7.1.

Absent: Councillor Cody

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

0142. **Moved by:** Mayor Dionne

That the Minutes for the Executive Committee Public and Incamera Meetings held May 24, 2022, and Special Executive Committee Public Meeting held June 8, 2022, be taken as read and adopted.

Absent: Councillor Cody

CARRIED

5. DELEGATIONS

5.1 Draft Strategic Plan 2022-2025 (CORR 22-66)

Verbal Presentation was provided by Ian McCormack, President, Strategic Steps Inc.

0143. **Moved by:** Councillor Head

That the draft Strategic Plan, as outlined in CORR 22-66, be received and referred to Strategic Steps Inc. for Final Design of the Plan.

Absent: Councillor Cody

CARRIED

5.2 Request for Support - Enhanced Public Safety for Downtown (CORR 22-63)

Verbal Presentation was provided by Rhonda Trusty, Executive Director, Prince Albert Downtown Business Improvement District.

0144. **Moved by:** Councillor Lennox-Zepp

That CORR 22-63 be received and referred to the Board of Police Commissioners.

Absent: Councillor Cody

CARRIED

6. CONSENT AGENDA

- 6.1 Letter of Support for Establishing a Working Group to Address Issues of Crime (CORR 22-64)

That CORR 22-64 be received as information and filed.

- 6.5 2022 Q1 Financial Reporting - General Fund (RPT 22-248)

That RPT 22-248 be received as information and filed.

- 6.6 2022 Q1 Financial Reporting - Miscellaneous Funds (RPT 22-249)

That RPT 22-249 be received as information and filed.

- 6.7 Parking Lots for Duplexes on Woodbridge Drive (RPT 22-237)

That RPT 22-237 be received as information and filed.

- 6.8 2021 Capital Carry Forward Projects (RPT 22-219)

That RPT 22-219 be received as information and filed.

- 6.9 May 17, 2022 Destination Marketing Levy Advisory Committee Meeting Minutes (MIN 22-47)

That MIN 22-47 be received as information and filed.

- 6.10 May 19, 2022 Airport Advisory Committee Meeting Minutes (MIN 22-49)

That MIN 22-49 be received as information and filed.

- 6.11 May 25, 2022 Community Services Advisory Committee Meeting Minutes (MIN 22-52)

That MIN 22-52 be received as information and filed.

0145. **Moved by:** Councillor Ogradnick

That the Consent Agenda Item Nos. 6.1 and 6.5 to 6.11 be received as information and referred, as indicated.

Absent: Councillor Cody

CARRIED

6.2 Request for Clarification regarding Land Acquisition (CORR 22-65)

0146. **Moved by:** Councillor Lennox-Zepp

That CORR 22-65 be received and referred to the Planning and Development Services Department for response to the resident.

Absent: Councillor Cody

CARRIED

6.3 Styrofoam and Plastic Ban Update (RPT 22-234)

0147. **Moved by:** Councillor Lennox-Zepp

That RPT 22-234 be received as information and filed.

Absent: Councillor Cody

CARRIED

6.4 Crime Stopper Bumper Stickers CORR 22-48 (RPT 22-243)

0148. **Moved by:** Councillor Edwards

That Administration proceed with the placement of Crime Stopper Bumper Stickers on the bumpers of City vehicles.

Absent: Councillor Cody

CARRIED

7. REPORTS OF ADMINISTRATION & COMMITTEES

7.6 Margo Fournier Centre - Expression of Interest (RPT 22-258)

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

0149. **Moved by:** Mayor Dionne

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

1. That the Sale Agreement between The City and Prince Albert Grand Council for the Margo Fournier Centre Facility and Property located at 1211 – 1st Avenue West, be approved in the amount of \$375,000;
2. That the Lease Agreement between The City and Prince Albert Grand Council for the portion of the site occupied by the Kinsmen Community Heritage Centre, be approved in the annual amount of \$1;
3. That Administration forward a report to explore alternate recognition for Margo Fournier for consideration by members of Council at an upcoming meeting; and,
4. That the Mayor and City Clerk be authorized to execute the Agreements on behalf of The City, once prepared.

0150. **Moved by:** Councillor Lennox-Zepp

That the Motion be amended to include:

That the City offer to lease the Margo Fournier Centre to the Prince Albert Grand Council.

Councillor Kilmer, Chairperson, ruled the Motion **OUT OF ORDER**, as it is not an amendment but a change to the original Motion.

Mayor Dionne rose on a Point of Order indicating that the Councillor is Out of Order as the discussion relates to the leasing of the building instead of the current matter, which is specifically regarding the sale of the Margo Fournier Centre Facility and Property.

Councillor Kilmer, Chairperson, granted Councillor Lennox-Zepp permission to continue and requested that further discussion remain focused on the matter before Council at this time.

0151. **Moved by:** Mayor Dionne

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

1. That the Sale Agreement between The City and Prince Albert Grand Council for the Margo Fournier Centre Facility and Property located at 1211 – 1st Avenue West, be approved in the amount of \$375,000;
2. That the Lease Agreement between The City and Prince Albert Grand Council for the portion of the site occupied by the Kinsmen Community Heritage Centre, be approved in the annual amount of \$1;
3. That Administration forward a report to explore alternate recognition for Margo Fournier for consideration by members of Council at an upcoming meeting; and,
4. That the Mayor and City Clerk be authorized to execute the Agreements on behalf of The City, once prepared.

CARRIED

7.1 Snow Removal and Road Conditions (RPT 22-89)

PowerPoint Presentation was provided by Jeff Da Silva, Operations Manager.

0152. **Moved by:** Councillor Head

1. That Administration forward a report with options and recommendations for updates to the Snow and Ice Control Policy and Clean Sidewalk Bylaw No. 9 of 1992 for consideration by members of Council at an upcoming meeting; and,
2. That the addition of a Foreman II and Truck Driver/Equipment Operator be forwarded to the Budget Committee for consideration during the 2023 Budget deliberations.

CARRIED

7.2 Landfill Rate Options (RPT 22-129)

PowerPoint Presentation was provided by Jeff Da Silva, Operations Manager.

0153. **Moved by:** Councillor Head

That RPT 22-129 be received as information and filed.

CARRIED

7.3 Airport Land Use (RPT 22-235)

Verbal Presentation was provided by Craig Guidinger, Director of Planning and Development Services.

0154. **Moved by:** Councillor Cody

That Administration enter into discussions with the Rural Municipality of Buckland No. 491 in regards to protection of the air space and other relevant land use matters.

CARRIED

7.4 Little Red River Park Development Update (RPT 22-239)

Verbal Presentation was provided by Timothy Yeaman, Parks and Open Spaces Manager.

0155. **Moved by:** Councillor Ogradnick

That the proposed 2023 initiatives at Little Red River Park, as outlined in RPT 22-220, be forwarded to the Budget Committee for consideration during the 2023 Budget deliberations.

CARRIED

7.5 Forestry Management Plan Update (RPT 22-240)

Verbal Presentation was provided by Timothy Yeaman, Parks and Open Spaces Manager.

0156. **Moved by:** Councillor Zurakowski

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

That the identified Focus Areas, as outlined in RPT 22-221, be supported and form the basis for the 2022 Forestry Division Work Plan.

CARRIED

8. UNFINISHED BUSINESS

9. ADJOURNMENT – 7:35 P.M.

0157. **Moved by:** Councillor Miller

That this Committee do now adjourn.

CARRIED

COUNCILLOR DAWN KILMER
CHAIRPERSON

CITY CLERK

MINUTES ADOPTED THIS 18TH DAY OF JULY, A.D. 2022.



City of
Prince Albert

CORR 22-61

TITLE: Concerns regarding Speeding on Barton Drive

DATE: June 14, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

That the Correspondences be received and referred to the Public Works Department.

PRESENTATION: Verbal by Jody Hammersmith

ATTACHMENTS:

1. Letter dated May 16, 2022
2. Letters received July 5, 2022

Written by: Jody Hammersmith

Terri Mercier

From: noreply@citypa.com on behalf of Jody Hammersmith <jkhammersmith@gmail.com>
Sent: Monday, May 16, 2022 10:13 PM
To: City Clerk
Subject: Speeding on Barton Dr
Attachments: Letter to City Clerk May 16 20224f7f7fff-3994-4a31-bbe4-de7f8f7be930.pdf

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

Attached is a letter with information and formally requesting to speak and present at an Executive Meeting to The Mayor and City Council.

Origin: <https://www.citypa.ca/Modules/contact/search.aspx?s=I82X5exjK422E8HPIUsqZdAJgeQuAleQuAl>

This email was sent to you by Jody Hammersmith<jkhammersmith@gmail.com> through <https://www.citypa.ca/>.

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

RECEIVED
MAY 17 2022
CITY CLERK
Executive Committee

**Recommended
Disposition:**

Refer to
Public Works

To: City Clerk of Prince Albert

May 16,2022

Attn: Mayor & City Clerk of Prince Albert

re: Speeding on Barton Dr

Barton Dr is a residential Street with a 40K Maximum posted Speed Limit within Prince Albert City Limits.

Myself along with many other residents on Barton Dr are very concerned with the Excessive Speeding. The speeding of vehicles along the entire length of Barton Dr. We feel there is just cause to request permanent speed calming be installed on Barton Dr before someone innocent is hurt or killed.

-Oct 10,2020 a vehicle was clocked at 118km/h by a Your Speed Sign on Barton Dr. That vehicle was the first I was able to capture on video, although not the first to be excessively speeding on Barton.

- 24 other separate vehicles traveling at approx 100km/h or faster on this (same posted 40K max) part of Barton Dr. have been recorded since Oct 2020, that I have witnessed.

-9 separate incidents in April of 2022

-as of May 15/22 there have been 9 separate incidents to date this month.

-25 incidents in the past 1 yr 7month period.

-18 incidents in the past month and half.

This is very concerning , and history of the problem proves it is increasing and is dangerously trending upwards. No person would stand a chance if hit by a vehicle at that speed!

I along with some other current and past residents have voiced their concerns to our Ward councilor well before the first caught on camera occurrence on Oct 10,2020. Excessive speeding and speeding above 40K , has gotten worse.

I personally, recently have been door to door to many fellow neighbors with the petition, asking them about how they felt about speeding on Barton Dr. Many of them are very concerned about it and feel it has got worse.

The petition, feedback I've received, along with the support of our Ward Councilor and other residents, the video evidence of the increasing excessive speeding and overall speed of vehicles , we feel substantiates that permanent speed calming measures as in speed bumps are required on Barton Dr before an innocent person is hurt or worse killed, on Barton Dr.

Please accept this letter as a formal request to submit the petition, speak more and present videos at an Executive Meeting to address the Mayor & City Council on this issue.

Sincerely

Jody Hammersmith
Barton Dr Resident
1564 Barton Drive
Prince Albert, SK S6V 7W4

RECEIVED
JUL 06 2022
CITY CLERK

Executive Committee

Terri Mercier

From: hammer <jkhammersmith@gmail.com>
Sent: Tuesday, July 5, 2022 8:22 PM
To: City Clerk
Subject: (1 of 2) Petition Submission for July 18 Executive Committee Meeting 2pm
Attachments: Petition for Speed bump as Indicated.pdf; Beyond 75m Signatures West Barton.pdf; Petition Disclaimer.pdf

You don't often get email from jkhammersmith@gmail.com. [Learn why this is important](#)

Attached is Petition as instructed
(this is 1 of 2 emails)

Jody Hammersmith
Barton Dr Resident

"I am confirming that your request has been rescheduled for the **Monday, July 18, 2022 Executive Committee meeting**.

I would ask that you attend City Hall at approximately 1:45 p.m. As a reminder, you will be allowed a maximum of five (5) minutes to make your presentation.

The Monday, July 18, 2022 Executive Committee meeting begins at 2:00 p.m. in the Council Chamber at City Hall.

As well, please submit your petition to the City Clerk's attention by **Tuesday, July 12, 2022 at 4:45 p.m.** to cityclerk@citypa.com.

Hopefully this e-mail provides clarity and as always, please feel free to give our office a call at 306-953-4305 if you have any questions."

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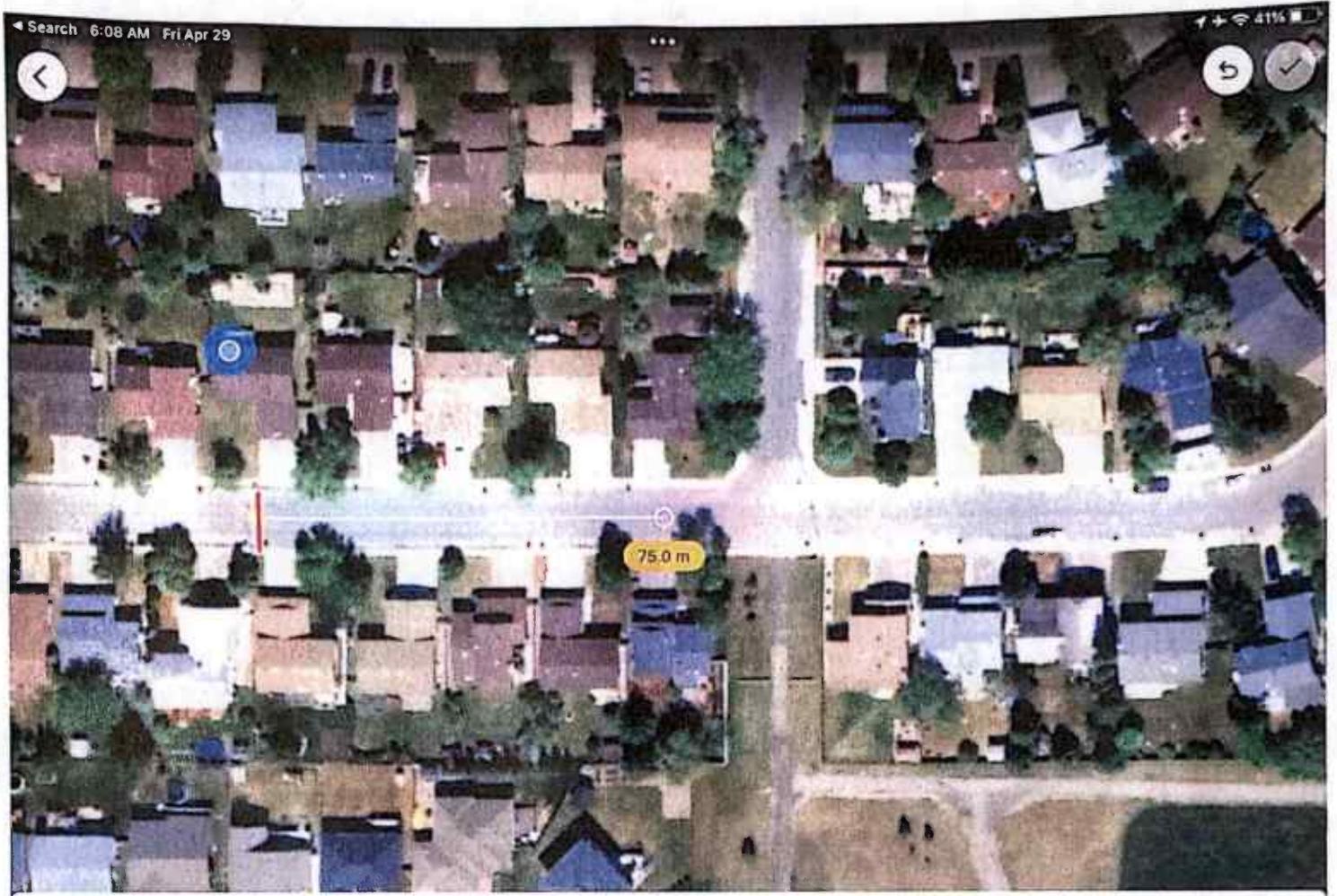
Distance ⓘ
150 m ▾

speed bump here

19 HOUSES WITHIN 75m of speedbump
IN FRONT OF MY HOUSE

16 signed petition = 85%
support

Photos of Proposed and Further Info



Distance ⓘ
0.00 m ▾

+ Add Point



Distance ⓘ

0.00 m ▾

+ Add Point



Google Imagery date: 2017-05-31-newer

Maxar Technologies (53°10'57"N 105°42'32"W) 1 km



Google Imagery date: 2017-05-31-newer

Maxar Technologies (53°10'58"N 105°42'31"W) 1 km

1556 Barton Dr

Name: Peter Johnson

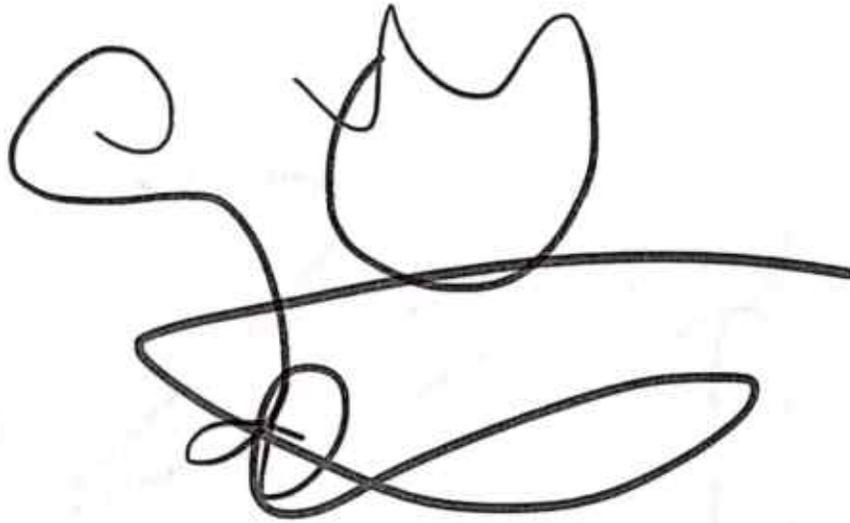
Signature:

A handwritten signature in black ink, appearing to read "Peter Johnson". The signature is highly stylized and cursive, with a large, looping "P" and a long, sweeping horizontal stroke at the end.

1539 Barton Dr

Name:Layne Lysitza

Signature:

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, positioned below the 'Signature:' label.

1531 Barton Dr

Name: Rick Torgunrud

Signature:

A handwritten signature in black ink, appearing to read "Rick Torgunrud". The signature is written in a cursive style with a large, stylized initial "R" and a long, sweeping underline that extends across the name.

1542 Barton Dr

Name: Virginia Falcon

Signature:

A handwritten signature in black ink, appearing to read 'Virginia Falcon'. The signature is written in a cursive style with a prominent vertical stroke on the left side and a horizontal line extending to the right.

1587 Barton Dr

Name: Amber Mason

Signature:

A handwritten signature in black ink that reads "Amber Mason". The signature is written in a cursive style with a large, stylized 'A' and 'M'.

1532 Barton Dr

Name: Ron Broome

Signature:

A handwritten signature in black ink, appearing to read "R. Broome". The letters are cursive and somewhat stylized, with a large initial "R" and a long, sweeping underline for the "Broome" portion.

1571 Barton Dr

Name: Cheryl Kidney

Signature:

Cheryl
Kidney

Kevin Ighister

~~Kevin Ighister~~

1555 Barford

1572 Barton Dr

Ron Longhurst

R.G. Taylor

1579 Barton Drive

Adam Horachek

~~AD~~

1582 Nathan Shipley
1582 Barton dr
John Shipley

1592 Barton Dr

EDWARD MARTIN
Edward Martin

1563 Barton Dr

Name: Theoren & Lindsay Proehdel

Signature:



1547 Barton Dr

Name: Sara Buchaski

Signature:

A handwritten signature in black ink, written in a cursive style. The signature is slanted upwards from left to right. It begins with a large, complex initial that appears to be 'S' or 'SB', followed by the name 'Buchaski' written in a fluid, connected script.

1548 Barton Dr

Name: Rob Garneau

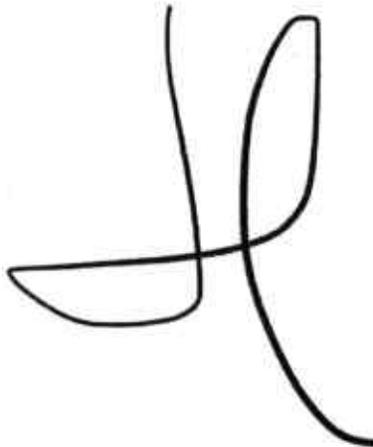
Signature:

A handwritten signature in black ink that reads "Rob Garneau". The signature is written in a cursive style with a large, looped initial "R" and a long, sweeping underline for the "Garneau" portion.

1564 Barton Dr

Name: Jody Hammersmith

Signature:

A handwritten signature in black ink, consisting of a stylized, cursive 'J' followed by a series of loops and a long, sweeping tail that curves to the right.



1508 Barton Dr

name: Blaine Bella

signature:

A handwritten signature in black ink, appearing to be 'Blaine Bella', written in a cursive style. The signature is located in the center of the page, below the 'signature:' label. It features a large, looped initial 'B' followed by several vertical strokes and a final flourish.

1514 Barton Dr

name: Steve Schultz

signature:

A handwritten signature in black ink, appearing to read 'Steve Schultz', is centered on the page. The signature is stylized with a large initial 'S' and a long, sweeping horizontal stroke at the end.

Terri Mercier

JUL 06 2022

From: hammer <jkhammersmith@gmail.com>
Sent: Tuesday, July 5, 2022 8:22 PM
To: City Clerk
Subject: (2 of 2) Petition Submission for July 18 Executive Committee Meeting 2pm
Attachments: From Eagle St to Bradbury Signatures Eas.pdf; Petition Disclaimer.pdf

CITY CLERK

Executive Committee

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Attached is Petition as instructed
(this is 2 of 2 emails)

Jody Hammersmith
Barton Dr Resident

"I am confirming that your request has been rescheduled for the **Monday, July 18, 2022 Executive Committee meeting.**

I would ask that you attend City Hall at approximately 1:45 p.m. As a reminder, you will be allowed a maximum of five (5) minutes to make your presentation.

The Monday, July 18, 2022 Executive Committee meeting begins at 2:00 p.m. in the Council Chamber at City Hall.

As well, please submit your petition to the City Clerk's attention by **Tuesday, July 12, 2022 at 4:45 p.m.** to cityclerk@citypa.com.

Hopefully this e-mail provides clarity and as always, please feel free to give our office a call at 306-953-4305 if you have any questions."

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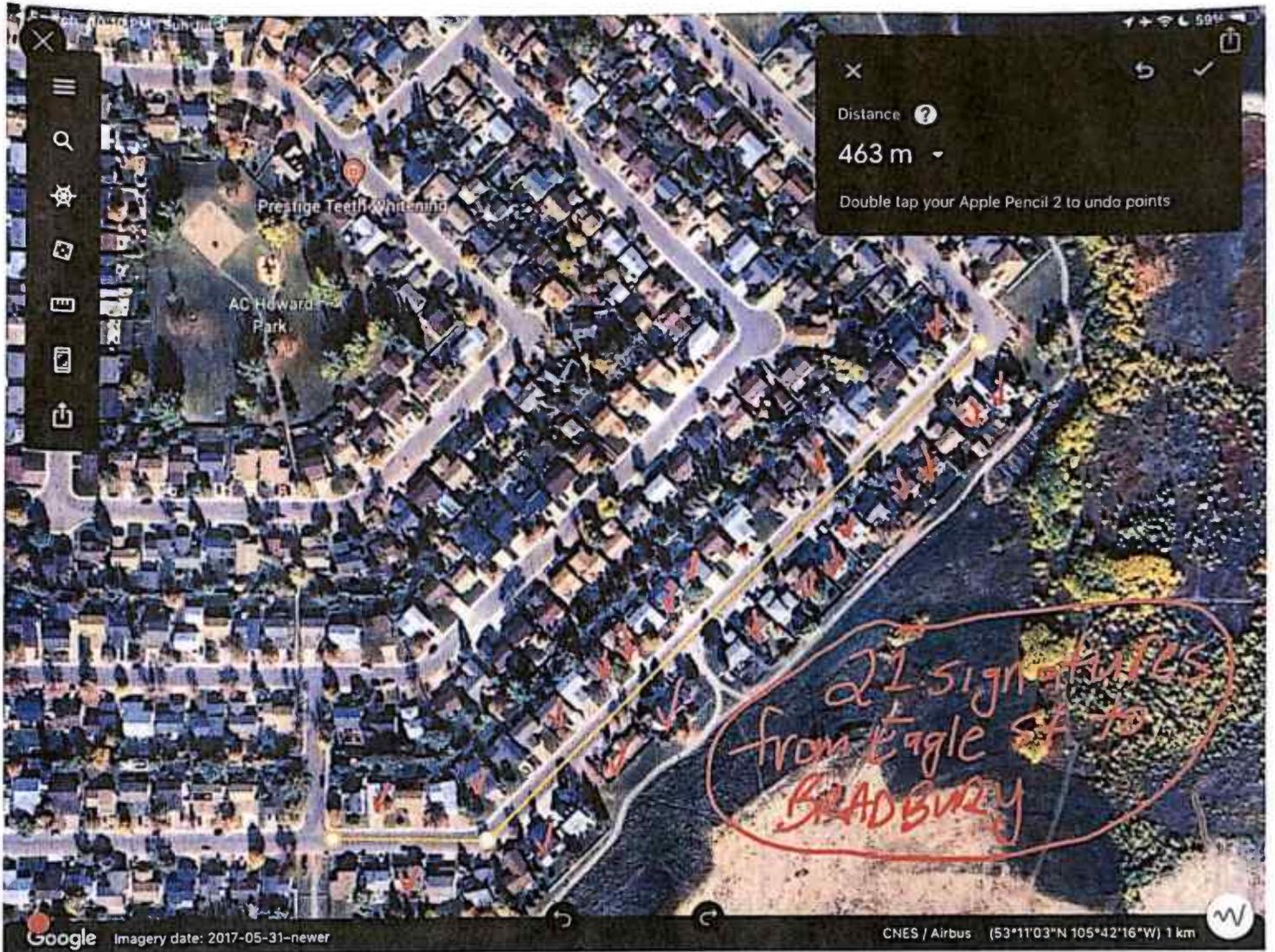
typed on tiny keys

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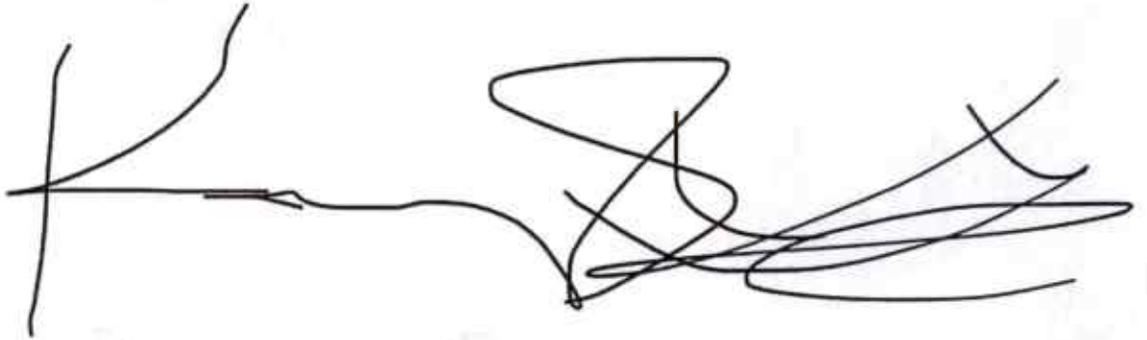
From Eagle st to Bradbury Map with Houses that signed



1700 Barton Dr

Name: Karyn Steinke

Signature:

A handwritten signature in black ink, appearing to read 'Karyn Steinke'. The signature is highly stylized and cursive, with a large, looped 'S' for the last name. The letters are connected and fluid.

1769 Barton Dr

Elder & Joan Bergen

signature

Handwritten initials 'J B' in a cursive script. The 'J' is a simple loop with a tail, and the 'B' is a more complex, multi-looped cursive letter.

1710 Barton Dr

name: Gail Adamko

signature

Gail Adamko

1612 Barton Dr

name: Scott Wallace & Aimee

signature:

Aimee Wallace

Scott Wallace

1798 Barton Dr

Name. Robert and Debbie Billay

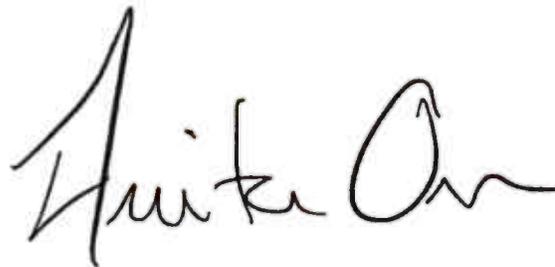
Signature :

A handwritten signature in black ink, appearing to read "Robert and Debbie Billay". The signature is stylized and cursive, with the first names "Robert" and "Debbie" written in a larger, more prominent script, and "Billay" written in a smaller, more compact script to the right. The signature is positioned centrally on the page, below the "Signature :" label.

1735 Barton Dr

name : Ed & Anita Orr

signature:

A handwritten signature in cursive script, appearing to read "Ed Orr". The letters are fluid and connected, with a prominent loop on the "O".A handwritten signature in cursive script, appearing to read "Anita Orr". The letters are fluid and connected, with a prominent loop on the "O".

1684 Barton Dr

name : Brittany Jefferson Daniel Jefferson

signature

Brittany Jefferson

A stylized, cursive handwritten signature in black ink, appearing to be 'BJ' or similar initials, with a long horizontal stroke extending to the right.

1676 BARTON DR

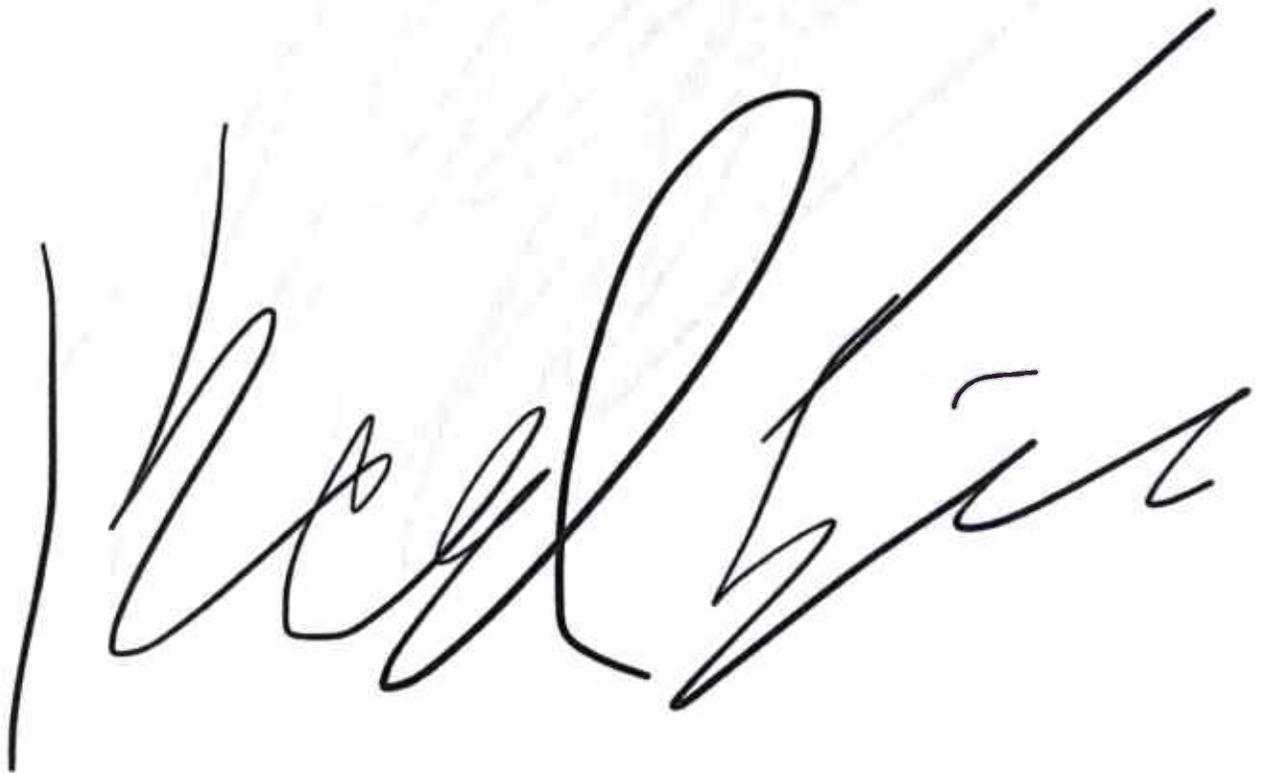
NAME: Donna &
Randy
Sgtsunik

A handwritten signature in black ink, appearing to be 'Donna & Randy' written in a cursive, stylized script.

1619 Barton Dr

Name Karl Tiessen

Signature:

A handwritten signature in black ink, appearing to read "Karl Tiessen". The signature is written in a cursive style with large, sweeping loops. The first letter 'K' is particularly large and prominent. The signature is positioned in the center of the page, below the printed name.

1713 Barton Dr

Name: Matthew Thomas

Signature:

A handwritten signature in black ink, appearing to be 'M. Thomas', written in a cursive style. The signature is located in the center of the page, below the 'Signature:' label.

1660 Barton Dr

Name: Brent Thomas

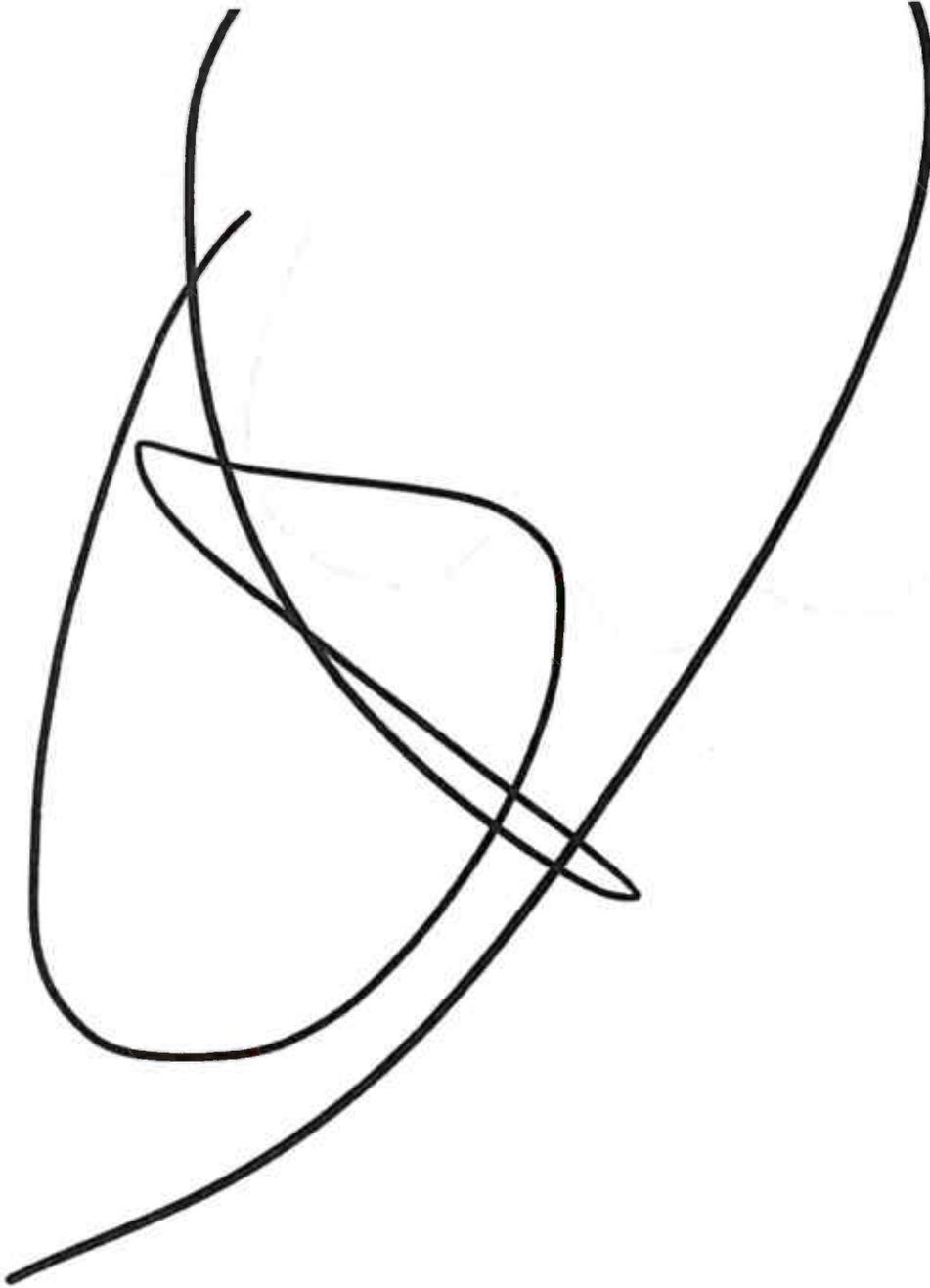
Signature:

A handwritten signature in black ink, appearing to be 'Brent Thomas', written in a cursive style. The signature is located in the center of the page, below the 'Signature:' label. It features a large, stylized initial 'B' followed by the name 'rent Thomas'.

1669 Barton Dr

Name : Erin and Justin Parenteau

Signature:

A large, abstract, scribbled signature in black ink, consisting of several overlapping loops and lines that do not clearly form any recognizable text.

1689 Barton Dr

Name: Ed & Kelly Lloyd

Signature:

A handwritten signature in black ink, written in a cursive style. The signature appears to be 'Ed & Kelly Lloyd'.

1749 Barton Dr

Name: Karen Loster

Signature:

A handwritten signature in black ink, appearing to read "K. Loster". The signature is written in a cursive style with a large, sweeping initial "K" and a stylized "Loster".

1758 Barton Dr

Name : Hardeep Singh

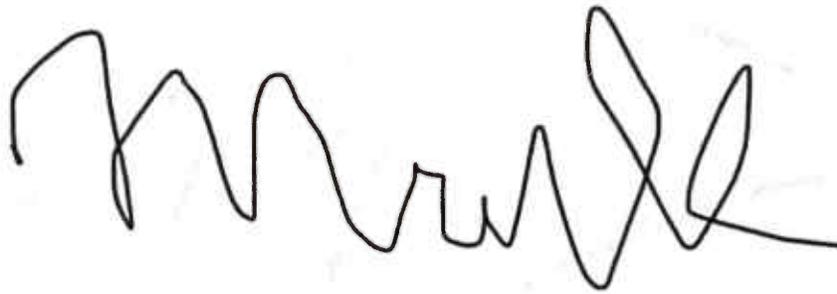
Signature:

A handwritten signature in black ink, consisting of several overlapping, sweeping strokes. The signature is stylized and appears to be the name 'Hardeep Singh' written in a cursive or shorthand style.

1791 Barton Dr

Name : Mark Hoehn

Signature/

A handwritten signature in black ink, appearing to read 'Mark Hoehn'. The signature is written in a cursive style with several loops and a long horizontal tail on the right side.

1775 Barton Dr

Name: Chad Cochet

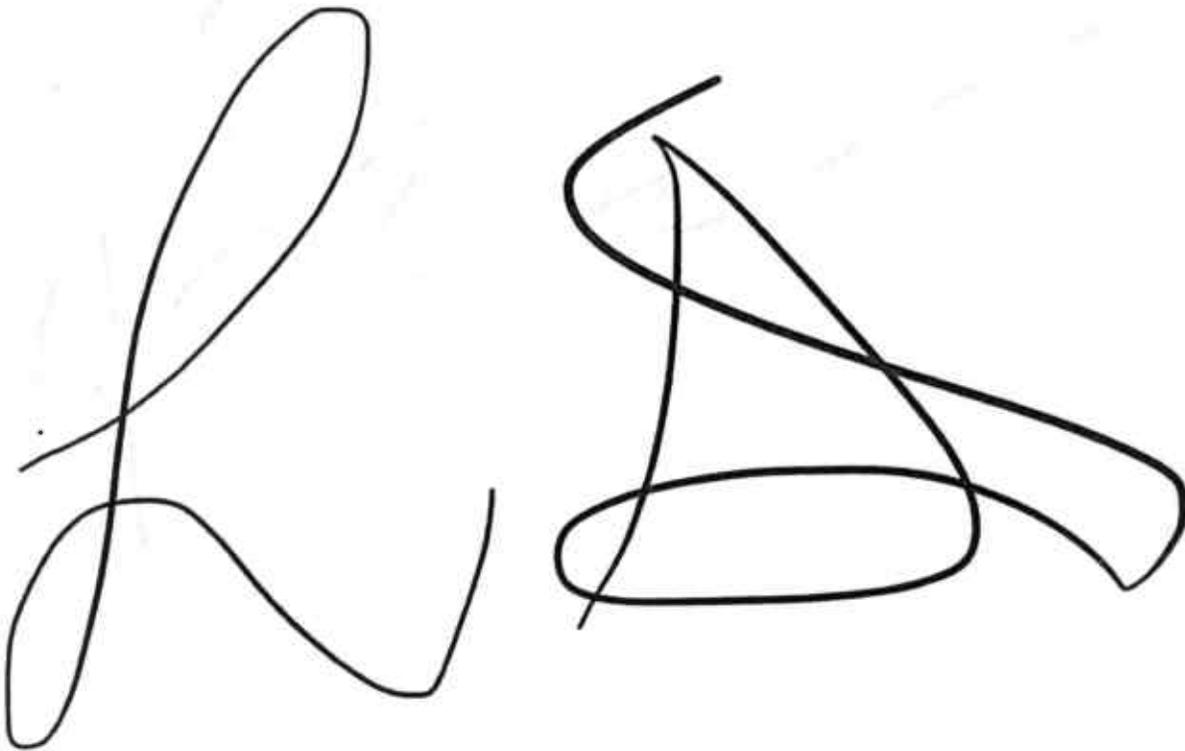
Signature:

A handwritten signature in black ink, appearing to read 'Chad Cochet'. The signature is highly stylized and cursive, with a large initial 'C' and a long, sweeping underline that extends across the width of the signature.

1641 Barton Dr

Name: Lisa Samuel

Signature

A handwritten signature in black ink, written in a cursive style. The first name 'Lisa' is written with a large, looped 'L' and a 'S' that has a large loop at the bottom. The last name 'Samuel' is written with a 'S' that has a large loop at the bottom and a 'U' that has a large loop at the bottom. The signature is written in a fluid, connected manner.

1799 Barton Dr

Name Dallas Wozniak

Signature

A handwritten signature in black ink, appearing to read 'Dallas Wozniak'. The signature is written in a cursive style with a large, stylized initial 'D' on the left and a long, sweeping horizontal stroke extending to the right.

1729 Barton Dr

Name Joey Holbird

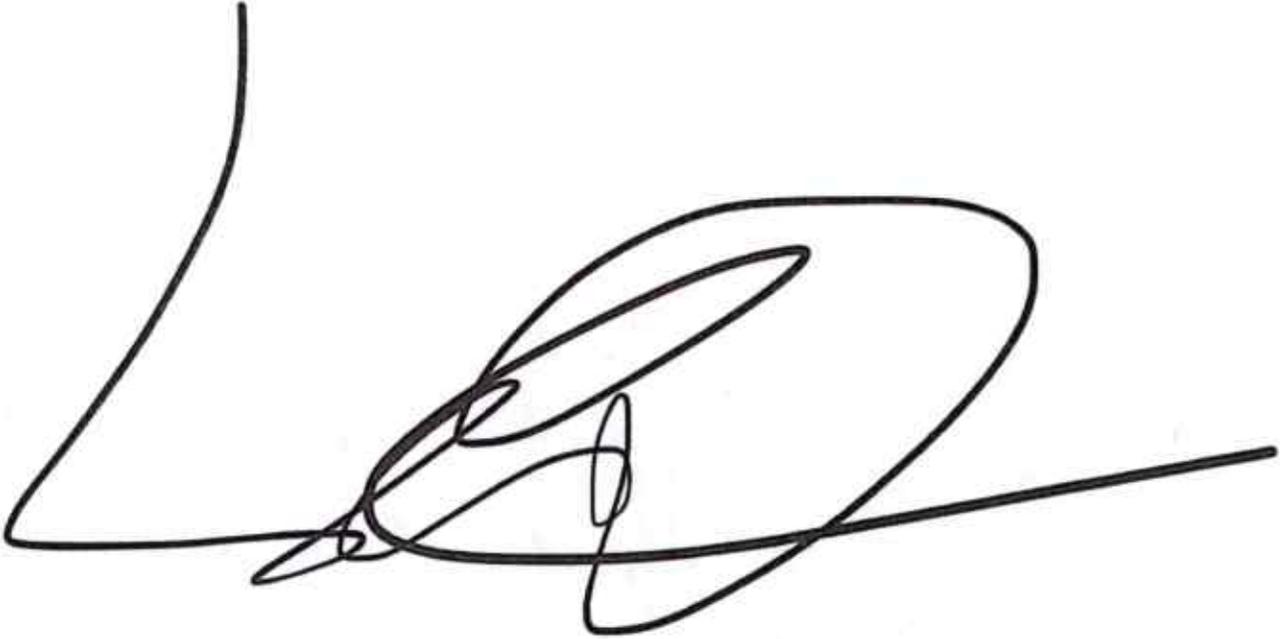
Signature

A handwritten signature in black ink, appearing to be 'J. Holbird', written in a cursive style. The signature is located in the lower half of the page.

1636 Barton Dr

Name Lane Gelhorn

Signature

A handwritten signature in black ink, appearing to be 'Lane Gelhorn'. The signature is written in a cursive style with a large, sweeping initial 'L' on the left, followed by 'a', 'n', 'e', 'G', 'e', 'l', 'h', 'o', 'r', 'n'. The letters are connected and fluid, with a long horizontal stroke extending to the right from the end of the word.



CORR 22-62

TITLE: Prince Albert Regional Economic Development Alliance - Tourism Update

DATE: June 14, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

That the Correspondence be received as information and filed.

PRESENTATION: Verbal by Ashley Charles, Chief Executive Officer and Duane Krip, Prince Albert Regional Economic Development Alliance

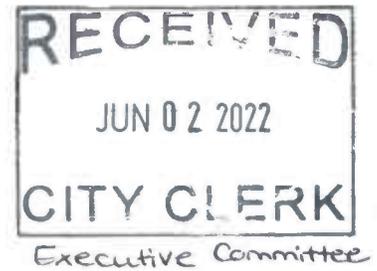
ATTACHMENTS:

1. Letter dated June 2, 2022

Written by: Ashley Charles, Chief Executive Officer, Prince Albert Regional Economic Development Alliance

Savannah Price

From: Ashley Charles <ashley@pareda.ca>
Sent: Thursday, June 2, 2022 4:20 PM
To: City Clerk
Cc: Craig Guidinger
Subject: Tourism Update
Attachments: Letter to City Clerk June 2022.pdf



Hi Sherry,

I would like to present, along w my work colleague Duane Krip a yearly update on Tourism Prince Albert to City executive. I believe that's the proper route

Please see the attached letter and we can forward off a presentation closer to the due date.

Respectfully,

Ashley Charles, MBA
PAREDA CEO

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

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

**Recommended
Disposition:**

Receive as
info and file



94B Cloverdale Road
Box 2884
Prince Albert, S6V 7M4
P: 306-940-9239

June 2, 2022

Sherry Pearson, City Manager
City of Prince Albert
1084 Central Avenue, Prince Albert
SK S6V 7P3
Phone: (306) 953-4884

Re: Update on Tourism Prince Albert

In 2020, the City of Prince Albert allowed for Prince Albert Regional Economic Development Alliance (PAREDA) to manage Tourism Prince Albert

PAREDA agrees to utilize the Grant from the City of Prince Albert to:

- a) Manage and supervise all aspects of the Centre's operations;
- b) Organize and implement a destination marketing strategy for the betterment of tourism in the Prince Albert region;
- c) Facilitate local tourism product development;
- d) Facilitate and coordinate the development and distribution of regional tourism resources;
- e) Properly administer programs that it undertakes utilizing government grants that it accesses relating to tourism in Prince Albert

As PAREDA CEO, I would appreciate an opportunity for myself and Duane Krip, Tourism and Business Development Coordinator to present to members of Council a yearly update, highlighting;

- 1. Accomplishments in 2021
- 2. Tourism Prince Albert Update (incl. Budget for 2022)
- 3. Moving Forward 2022-2023

Sincerely,

Ashley Charles
CEO, PAREDA



City of
Prince Albert

CORR 22-71

TITLE: Request to Propose an Emergency Shelter & Support Centre at 1306 Central Avenue

DATE: July 12, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

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

PRESENTATION: PowerPoint by Bill Nixon & Kim Maier, The Mustard Seed

ATTACHMENTS:

1. Letter received June 29, 2022
2. Letter received July 12, 2022

Written by: Bill Nixon, Interim Managing Director and Taylor Kawaguchi, Senior Project & Administrative Manager, The Mustard Seed

RECEIVED
JUN 29 2022
CITY CLERK
Executive Committee

Terri Mercier

From: Taylor Kawaguchi <TaylorKawaguchi@theseed.ca>
Sent: Wednesday, June 29, 2022 1:26 PM
To: City Clerk
Cc: Jordan Olmstead; Bill Nixon; Aaron Badger; Haneefat Kasali
Subject: Executive Committee Agenda Item Request - The Mustard Seed Emergency Shelter and Support Centre Proposal
Attachments: The Mustard Seed Emergency Shelter and Support Centre Proposal .pdf

Good afternoon,

Please find attached The Mustard Seed's submission for Executive Committee review regarding the exploration of an emergency shelter and support centre located at 1306 Central Avenue. Our request is to have this agenda item presented and reviewed in the upcoming Executive Committee meeting scheduled for July 18th, if current scheduling will allow.

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

Thank you in advance,

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

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



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

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

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

Recommended Disposition:
Refer to Planning & Development Services



PROPOSAL:

The Mustard Seed Prince Albert Emergency Shelter

1306 Central Avenue, Prince Alberta SK

1. Who are we?

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

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

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

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

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

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



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

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

2. Prince Albert Emergency Shelter and Support Centre

After several weeks of exploration and consultation with community leaders in the city of Prince Albert, The Mustard Seed is proposing to expand its service provision to the community by providing an emergency shelter and community support centre at the address of *1306 Central Avenue*.

The Mustard Seed reviewed a total of seven prospective properties to support this initiative, with the proposed location as the most viable in terms of accessibility for clients, proximity to community supports, total capital renovation costs, and feasibility to provide support to the community before winter 2023.

1 Services Provided

The Mustard Seed Prince Albert Emergency Shelter will provide overnight emergency shelter and basic services to community members in Prince Albert experiencing poverty and homelessness. The shelter will provide mats for 30 individuals per night.

Guests at the emergency shelter will receive the following services:

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

In addition to overnight shelter services, The Mustard Seed will offer a Support Centre that will be available both to overnight shelter guests and community members in need. The Support Centre will provide community members access to basic services such as hygiene products and clothing, and will facilitate a daily meal program.



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

2 Hours of Operation

While The Mustard Seed is in the preliminary stages of program development, the proposed hours of operation for the Support Centre and Emergency Shelter are as follows:

Support Centre:

Monday – Friday

9:00AM – 5:30PM

Emergency Shelter:

Monday – Sunday

7:00PM – 7:00AM

3 Staffing Model

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

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

4 Community Partners

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

5 Timeline

Recognizing the weather-sensitive nature of emergency shelter programming, The Mustard Seed is targeting opening for service in November 2022. This timeline will be dependent on City Council's approval of this introductory letter and a Discretionary Development Permit on the proposed site.

3. Relationship-Building with Community

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



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

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

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

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

e) The Mustard Seed works very hard at maintaining a no loitering policy on and around our properties for our shelter guests to ensure the impact of The Mustard Seed is positive to nearby businesses. Our team will establish a regular neighbourhood cleanup program facilitated by volunteers and community members.

4. Contact Information

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

Bill Nixon

Interim Managing Director, Prince Albert
Senior Managing Director, Calgary
403.461.9641
billnixon@theseed.ca

Taylor Kawaguchi

Senior Project and Administrative Manager
403.650.4324
taylorkawaguchi@theseed.ca

RECEIVED

JUL 13 2022

CITY CLERK

Executive Committee

Lucy Phan

From: Taylor Kawaguchi <TaylorKawaguchi@theseed.ca>
Sent: Tuesday, July 12, 2022 4:50 PM
To: City Clerk
Cc: Amber Soles; Lucy Phan
Subject: RE: Submission to Council - The Mustard Seed Emergency Shelter and Support Centre Proposal
Attachments: Executive Committee Presentation 07-18-22.pdf; Executive Committee Presentation 07-18-22.pptx; Prince Albert Community Engagement Summary.pdf; Letter of Support - YWCA Prince Albert.pdf; Letter of Support - Government of Alberta.pdf; Letter of Support - CUPS.pdf; Letter of Support - The Alex.pdf; FW: Letter of Support from River Bank / CAB

Good afternoon,

Please find attached the following additional documentation for our Executive Committee agenda item on July 18th.

- Both a PDF and PPT version of our presentation (Executive Committee Presentation 07-18-22)
- A summary document of the individuals and businesses that The Mustard Seed have engaged with to date (Prince Albert Community Engagement Summary)
- Various letters of support for our proposed initiative (all labeled as Letter of Support)

The two individuals that will be speaking on behalf of our presentation will be Bill Nixon and Kim Maier. They are aware of the 5-minute presentation period.

We will also have two additional individuals in attendance that will be available to answer any questions, but will not be presenting. The names are myself (Taylor Kawaguchi) and Aaron Badger.

If you require any additional information, please do not hesitate to reach out.

Thank you!

Taylor

Taylor Kawaguchi

Senior Project and Administrative Manager
Cell: 403.650.4324
Direct: 403.650.4324

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



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

The Mustard Seed Emergency Shelter & Support Centre

1306 CENTRAL AVENUE

Executive Committee Meeting
July 18th, 2022

TMS AT A GLANCE:



447,421
meals served



170

move-outs from
our shelter from
January-June 2022



300+
guests employed



42,000+
Health & Wellness
services provided



665,948 lbs
of clothing
donated

OUR VALUES

- 
CHRIST-CENTREDNESS
- 
TRANSPARENT
ACCOUNTABILITY
- 
TREATING ALL
WITH RESPECT
- 
HOLISTIC
INNOVATION
- 
OPEN COMMUNICATION

TMS AT A GLANCE:



The Mustard Seed Mosaic Centre
Edmonton, Alberta

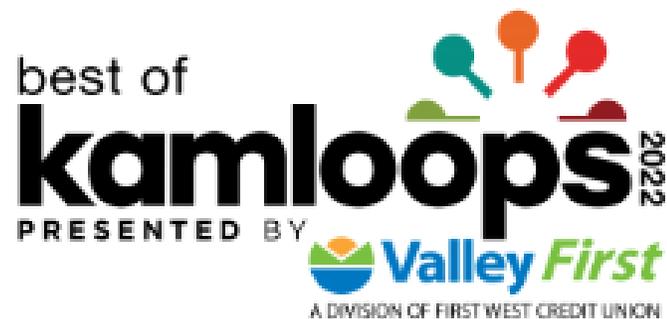


The Mustard Seed Neighbour Centre Strathcona
Edmonton, Alberta

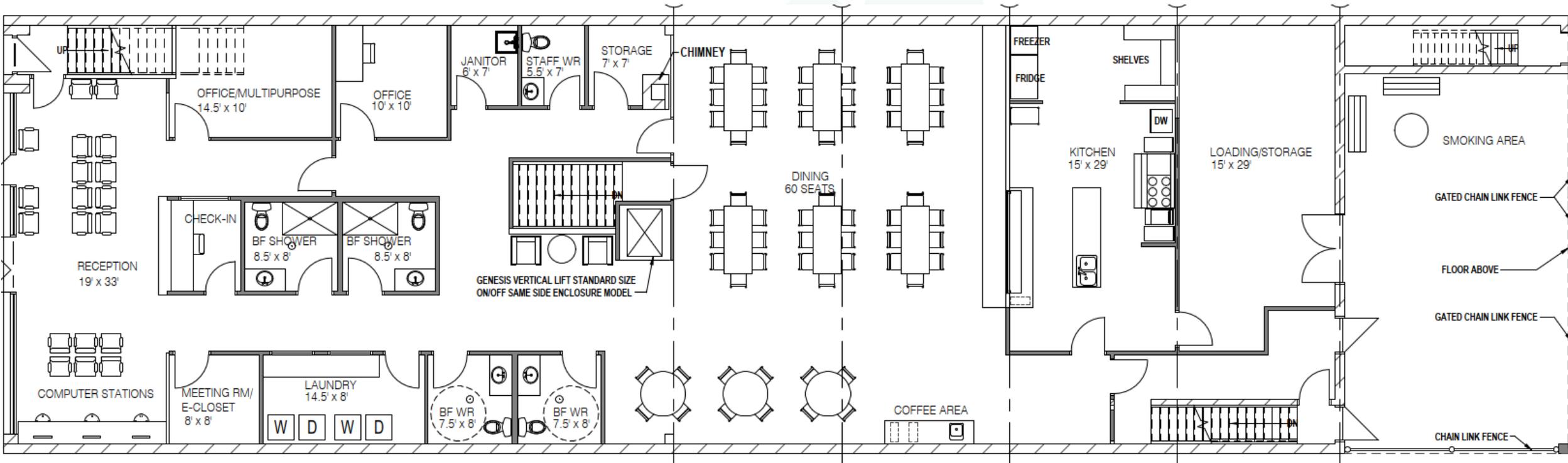


The Mustard Seed Downtown Support Centre
Calgary, Alberta

TMS AT A GLANCE:

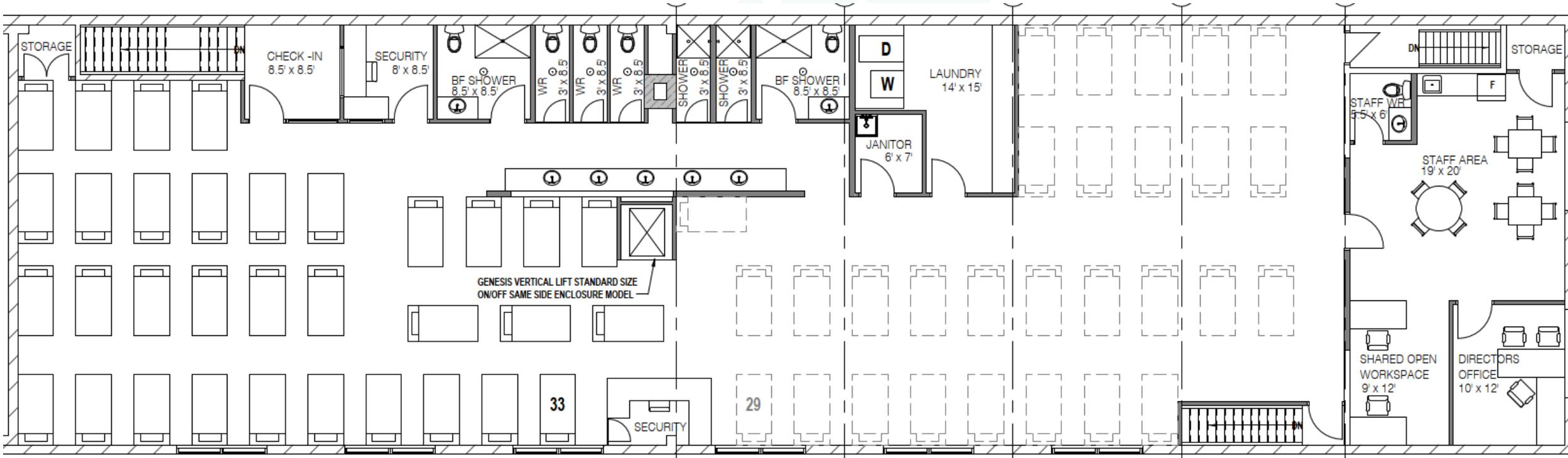


CONCEPTUAL DESIGN:



MAIN FLOOR SUPPORT CENTRE

CONCEPTUAL DESIGN:



SECOND FLOOR EMERGENCY SHELTER

1306 CENTRAL AVENUE:

SITE FEASIBILITY:

- Functionality for multiple programs
- Secure entrances and exits
- Proximity to referral partners
- Minimal site plan impact
- Building conditions allow for rapid renovations to support Winter 2022
- Central location for those accessing support services
- Adequate interior space to support expansion of support services if needs increase

NEIGHBOURING NON-PROFIT AGENCIES AND SERVICES:

- PRINCE ALBERT GRAND COUNCIL (URBAN SERVICES)
- YWCA PRINCE ALBERT
- JOHN M. CUELENAERE PUBLIC LIBRARY
- CANADIAN RED CROSS
- PRINCE ALBERT FOOD BANK
- PRINCE ALBERT SENIORS ADVOCACY CENTRE
- CATHOLIC FAMILY SERVICES

1306 CENTRAL AVENUE:

ALIGNMENT WITH 'CENTRAL AVENUE STREETSCAPE DEVELOPMENT MASTER PLAN':

- URBAN DESIGN
- CHARACTER
- MOBILITY
- SAFETY
- ECONOMY
- LANDSCAPE
- SEASONABILITY
- MAINTENANCE

TheSeed.ca

WHAT TMS WILL OFFER IN PRINCE ALBERT:

- GOOD NEIGHBOUR PRACTICES
- COMMUNITY BUILDING & PARTNERSHIPS
- VOLUNTEER & ENGAGEMENT OPPORTUNITIES
- YEAR-ROUND SAFE SPACE TO ACCESS SERVICES
- INCREASE SECURITY AND SAFETY IN COMMUNITY
- INVESTMENT INTO CENTRAL AVENUE REVITALIZATION
- INVESTMENT INTO COMMUNITY HOMELESSNESS PLAN



THANK YOU!

Bill Nixon
(403) 461.9641

Kim Maier
(306) 980.6098

Taylor Kawaguchi
(403) 650.4324

Aaron Badger
(403) 801.7894

Prince Albert Contacts

Name	Organization	Met with	Date
Donna Brooks	YWCA	Steve Wile	Jan24-25 (Zoom)
Brian Howell	Riverbank development	Steve Wile	Jan24-25 (Zoom)
Geoff Despins	PAGC	Steve Wile	Jan24-25 (Zoom)
Craig Guidinger	City Planner	Steve Wile	Jan24-25 (Zoom)
Kim Scruby	PA Food Bank	Steve Wile	Jan24-25 (Zoom)
Karianne Morin	Métis nation Saskatchewan	Steve Wile	Jan24-25 (Zoom)
Alana Ross	MLA	Steve Wile	March 28/29 (in person)
Joe Hargrave	MLA	Steve Wile	March 28/29 (in person)
Kim Scruby	PA Food Bank	Steve Wile	March 28/29 (in person)
Lori Galbraith and Roberta Krider	Reaching Out	Steve Wile	March 28/29 (in person)
Donna Brooks	YWCA	Kim Maier	April 5th (in person)
Adam Schmaltz	Realtor	Aaron Badger/ Bill Nixon	April 11/12 (in person)
Randy Friesen	Community church leaders	Aaron Badger/ Bill Nixon	April 11/12 (in person)
Tim Thompson	Community church leaders	Aaron Badger/ Bill Nixon	April 11/12 (in person)
Phillip Fourie	Community church leaders	Aaron Badger/ Bill Nixon	April 11/12 (in person)
Sean Hennessy	Community church leaders	Aaron Badger/ Bill Nixon	April 11/12 (in person)
Jim Galbraith	Community church leaders	Aaron Badger/ Bill Nixon	April 11/12 (in person)
Linea Lanois	Community church leaders	Aaron Badger/ Bill Nixon	April 11/12 (in person)
Greg Dionne	Mayor	Steve Wile	April 14 (Zoom)
Craig Guidinger	City Planner	Steve Wile	April 14 (Zoom)
Adam Schmaltz		Steve Wile/ Aaron Badger	May 9/10 (in person)
Curtis Lemieux	Econo Lumber	Steve Wile/ Aaron Badger	May 9/10 (in person)
Dan Yungwirth	Miller Construction	Steve Wile/ Aaron Badger	May 9/10 (in person)
Dan Yungwirth	Miller Construction	Taylor K/ Aaron Badger	May 9/10
Charlene Miller	Council member	Bill Nixon	May 24/25 (in person)
Blake Edwards	Council member	Bill Nixon	May 24/25 (in person)
Tony Head	Council member	Bill Nixon	May 24/25 (in person)
Dawn Kilmer	Council member	Bill Nixon	May 24/25 (in person)
Dennis Ogrodnick	Council member	Bill Nixon	May 24/25 (in person)
Don Cody	Council member	Bill Nixon	May 24/25 (in person)
Rhonda and Perry Trusty	PA downtown Association Aodbt Architecture & Interior	Bill Nixon	May 24/25 (in person)
Jason Hurd	Design	Taylor K/ Aaron Badger	June 1 (online)
Brian Howell	Riverbank Developments	Bill Nixon	June 1 (Teams)
Martin Kiffiak	Prakash Engineering	Aaron Badger	June 3 (online)

Geoff Despins	PAGC	Bill Nixon	June 6 (Teams)
Ted Zurakowski	Council member	Bill Nixon	June 21 (In person)
Kim Maier	Assistant in coordinating mtgs	Rowena B & Rosanne G	June 29 (in person)
Curtis Lemieux	Econo Lumber	Rowena B & Rosanne G	June 29 (in person)
Ron	PA Outreach - Church Tour	Kim Maier, RB, RG	June 29 (in person)
Vern Temple	Church Tour	Kim Maier, RB, RG	June 29 (in person)
Stacy Colburn	Biz Assoc. Chair	Kim Maier, RB, RG	June 29 (in person)
Jocelyn Bovay	Pattison Radio	Rosanne G	June 30 (in person)
Janet Chenier	CTV Prince Albert	Rosanne G	June 30 (in person)
Taryn Svenson	Direct West	Rosanne G	June 30 (in person)
	Homeless Manager of Metis		
Jason Mercredi	Nation in Saskatoon	Rowena B & Rosanne G	June 30 (in person)

July 12, 2022

RE: Letter of Support- The Mustard Seed Homeless Shelter

For the past years, the YWCA operated the Stepping Stones Shelter during the winter on the Exhibition Grounds. Stepping Stones was a temporary shelter opened with COVID response money. The City of Prince Albert needs a permanent homeless shelter and the Mustard Seed has had success in other communities operating this type of shelter.

We would love the Mustard Seed open a homeless shelter here in Prince Albert. Now that the COVID threat is over, the YWCA does not anticipate there will be funding to operate Stepping Stones. The YWCA can provide guidance and support to the Mustard Seed as they get started in Prince Albert. Additionally, the YWCA operates numerous services that the Mustard Seed can refer people to for additional support.

Having a permanent homeless shelter will help deter loitering, defecation, urination and panhandling on the streets of Prince Albert. Connecting people using the shelter to additional resources will enhance the ability of clients to move out of the cycle of homelessness and into permanent housing such as the YWCA's Homeward Bound program, which can lead to a reduction of crime.

Please do not hesitate to contact me should you have any questions or concerns.

Sincerely,



Donna Brooks, CEO
donnabrooks@ywcaprincealbert.ca

July 12, 2022

Mr. Stephen Wile
Chief Executive Officer
The Mustard Seed Society
102 – 11 Avenue SE
Calgary, Alberta
T2G 0X5

To Whom It May Concern:

Re: The Mustard Seed – Letter of Support

Community and Social Services (CSS) has a longstanding relationship with The Mustard Seed as a partner and provider of emergency shelter for people experiencing homelessness in Alberta.

CSS has provided annual operational funding to The Mustard Seed's Foothills Shelter in Calgary since 2009/2010, and continues to provide operational funding for the existing 350-bed shelter in 2022/23. In December 2018, The Mustard Seed was assigned operational oversight of a shelter in Red Deer, and more recently has begun to operate emergency shelters in Edmonton and Medicine Hat. CSS is supporting The Mustard Seed to operate the new Strathcona Neighbour Centre in Edmonton, currently completing construction.

We appreciate The Mustard Seed's continued commitment to supporting vulnerable men and women experiencing homelessness and poverty in Alberta.

Sincerely,



Annette Flaherty
Acting Executive Director
Homeless Supports and Housing Stability Branch



The Mustard Seed
106 Centre Street Southwest
Calgary, AB T2R 0B8

July 12, 2022

To whom it may concern,

I am writing in support of The Mustard Seed Society who is an integral partner for the work that we provide within the social service sector.

As a significant provider of a variety of health services for vulnerable populations within the city, we rely on the complementary services of the Mustard Seed to provide wrap-around care including but not limited to shelter, housing, employment, and wellness services to those that we serve. Throughout the years, The Mustard Seed has been an integral partner, and one that provides excellent interagency collaborations, supporting our own goals of building resilience and creating lasting change for vulnerable populations.

We are proud to work alongside The Mustard Seed with the goal of reducing poverty and ending homelessness.

Sincerely,

Carlene Donnelly
CUPS Executive Director



**Health.
Home.
Humanity.**

July 12, 2022

The Mustard Seed
106 Centre Street Southwest
Calgary, AB T2R 0B8

To Whom it May Concern,

Please consider this a letter of support for the Mustard Seed Society proposal to expand services. The Mustard Seed is an essential collaborator and partner within the community of agencies providing support to vulnerable populations.

The Alex is a non-profit health and social services organization that has provided integrated and accessible supports and thoughtful, comprehensive care to Calgarians for almost 50 years. With a full complement of health, housing, and community programs, the Alex is a hub of supports and outreach services for people who are experiencing poverty, trauma, social isolation, or health challenges including addiction.

The Mustard Seed provides essential and complementary services to vulnerable populations within Calgary. Throughout the pandemic, The Alex worked in partnership with The Mustard Seed to ensure that our most vulnerable community members had access to safe, and accessible housing and health services. The Mustard Seed is an integral partner within the social service sector and one that we are proud to work alongside.

We fully support the vision to eliminate homelessness and reduce poverty and to build hope and well-being for our most vulnerable citizen's. We believe that the Mustard Seed has and continues to support transformational and community change.

Thank you for the opportunity to offer my endorsement. Should you require any further input, please do not hesitate to contact me at 403-369-5653 or jbowen-eyre@thealex.ca.

Sincerely,

Joy Bowen-Eyre,
Chief Executive Officer

Lucy Phan

From: Emily Abraham <EmilyAbraham@theseed.ca>
Sent: Tuesday, July 12, 2022 11:26 AM
To: Taylor Kawaguchi
Cc: Bill Nixon
Subject: FW: Letter of Support from River Bank / CAB

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Taylor,

Please see below for the email that I received from Brian regarding The Mustard Seed.

Thank you,

Emily Abraham

Basic Services and Calgary Programs Coordinator

Direct: 403.723.9422
Fax: 403.723.9433

The Mustard Seed
7025 44 Street SE Calgary, AB T2C 4E8
TheSeed.ca



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

From: brian <rbii@sasktel.net>
Sent: July 12, 2022 11:23 AM
To: Emily Abraham <EmilyAbraham@theseed.ca>
Subject: RE: Letter of Support from River Bank / CAB

Hi Emily,

I am responding to your letter requesting support for the Mustard Seed Project in Prince Albert. As the project is still in the application stage, the best I can do is update its current status.

We did discuss this project and your request for funding at length at the CAB meeting last Thursday July 7th and the CAB has some questions for the Mustard Seed. They include

- can a suitable building that could pass the zoning process be found?

- is there support from Prince Albert Grand Council representing indigenous people? I know that your organization has had conversations with PAGC, but we would be looking for a more substantial statement from them.
- and finally, will the Provincial Government provide operating funds for this project?

I can confirm that you have applied for funding, that we have found your organization to be very competent and that our due diligence has indicated a high level of support in communities where you have worked. I hope that this will meet your needs. If so, please feel free to present this email to Council.

Brian Howell
River Bank Development Corporation
B 1350 15th Avenue West
Prince Albert SK S6V 5P2
Phone 306 763 7457

Fax 306 763 4245

From: Emily Abraham <>
Sent: July-11-22 1:56 PM
To: rbil@sasktel.net
Subject: Letter of Support

Good afternoon, Brian,

I hope you are doing well.

I am reaching out to you on behalf of Bill Nixon. He has just been notified that The Mustard Seed is required to do a presentation to the Executive committee in Prince Albert. Part of this presentation will include letters of support.

Would you be able to provide us with a letter of support for The Mustard Seed initiative to provide programming and a shelter in Prince Albert? Unfortunately, we were not provided with much time to prepare, and if you are able to assist with this request, we will require the letter no later than noon tomorrow, July 12th.

Thank you for your support of the Mustard Seed.
I look forward to hearing from you.

Kind regards,

Emily Abraham
Basic Services and Calgary Programs Coordinator

Direct: 403.723.9422
Fax: 403.723.9433

The Mustard Seed
7025 44 Street SE Calgary, AB T2C 4E8
TheSeed.ca

TITLE: Grand Slam Ball Park Rebuild Update

DATE: July 12, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the Prince Albert Minor Baseball Association be authorized to formalize Sponsorship Agreements with the Sponsors as outlined in the report in accordance with Section 2(d) of their Agreement with the City to fund improvements at the Crescent Acres Ball Diamonds.

That the Sponsorship Offer received from Northern Elite Firearms be declined for the reasons outlined in the report.

TOPIC & PURPOSE:

The purpose of this report is to update City Council on the Grand Slam Ball Park Rebuild campaign lead by Prince Albert Minor Baseball to rebuild the Crescent Acres Ball Diamonds.

BACKGROUND:

In August 2021 a report came to City Council to approve the Grand Slam Ball Park Rebuild campaign which was approved through resolution #0319 at the August 16, 2021 Council Meeting. Since that time Prince Albert Minor Baseball has been working on sponsorship from local businesses and organizations to reach their goals of the campaign.

PROPOSED APPROACH AND RATIONALE:

The goal of the Grand Slam Ball Park Rebuild campaign is to re-develop the Crescent Acres Ball Diamonds with the end result seeing the following benefits:

- Long-term solution to meet the increasing demand for the Rally Cap to 15-U Divisions and to host Tournaments and Provincial Championships for all age categories.
- Priority scheduling at Crescent Acres for Prince Albert Minor Baseball.
- Maximize usage of the Crescent Acres location.

- Opportunity to re-dedicate recognition of Lew Hobson with a Funding Package Development for Grants, Sponsorship & Naming Rights Proposals.

Phase 1 of the Grand Slam Ball Park Rebuild has started and continues with the Earthwork on Lypchuk Field. The wet weather in June delayed the progress on this work. With the anticipation of the weather cooperation moving forward it's estimated the Earthwork will be completed in the next 3 weeks. The next steps to follow will be the extension of the irrigation in the outfield and infield including the replacement of the infield shale. The installation of the new outfield fence in coordination with these steps is being planned for the later part of August.

The Prince Albert Minor Baseball Association has received sponsorship from the following organizations to help achieve these goals:

PARK NAMING RIGHTS

Kinsmen Club Park Naming Rights - \$60,000
Naming Rights Agreements previously approved by City Council on March 28, 2022.

TORONTO BLUE JAYS CARE FOUNDATION

Total = \$30,000
Grant funding awarded in April 2022.

FIELD NAMING RIGHTS

Fountain Tire \$9,000 for 3 years
Econo Lumber \$9,000 In-Kind
Michael Lypchuk \$9,000 for 3 years
Total = \$18,000 Cash and \$9,000 In-Kind

Naming Rights Agreements previously approved by City Council on March 28, 2022 and April 25, 2022.

The Prince Albert Minor Baseball Association is requesting to proceed with Sponsorship Agreements with the following as per Section 2(d) of the Agreement with the City:

OUTFIELD SIGN

Humpty's \$1500 for 3 years
Optimist \$3000 for 6 years
Anderson Chrysler \$1500 for 3 years
Dr. Javas \$1500 for 3 years
ET Flooring \$2250 for 3 years
Tash's Flooring \$2250 for 3 years
Hillside Physical Health \$2250 for 3 years.

Total = \$14,250

BASE SIGN

Diamond North Credit Union \$1200 for 3 years
Lakeland Country CO-OP \$3600 for 3 years (3 signs)

Total = \$4800

BUILDING OF DUGOUT ROOFS

Canadian Factory Direct Sunrooms

Total = \$6000 In-kind

DUGOUT SIGN

Save On Foods \$3000 for 3 years
Paper Excellence \$3000 for 3 years
Mann Northway \$3000 for 3 years

Total = \$9,000

LANDSCAPING WORK

TLS LAWN CARE – Approx. \$70,000 In-Kind

NORTHERN ELITE FIREARMS

Multiple public concerns were reported to the Community Services Department on June 17th & 18th regarding particular signage at Crescent Acres Ball Diamonds promoting firearms through Northern Elite Firearms. The sign was installed at the Crescent Acres Ball Diamonds as part of the Grand Slam Ball Park Fundraising Campaign that is being led by the Prince Albert Minor Baseball Association. Essentially the public concerns challenged the appropriateness of promoting Firearms at a City Recreation Facility. As a result, the Northern Elite Firearms sign was removed at the time and provided back to Prince Albert Minor Baseball in order to complete a review as per the Naming Rights & Sponsorship Policy.

The Department commenced the review shortly after which revealed a potential opportunity to communicate the benefits of responsible gun ownership to the public. Regardless of the appropriateness of the promotion of firearms at a City Recreation facility, it is important to note that the Department prioritizes sponsorships from organizations or businesses that serve as a positive partner with the City. Ms. Markling has previously displayed blatant disrespect to City staff and has refused to follow City Facility rules and protocols. This led her to being banned from City facilities during the Covid-19 Pandemic.

Ms. Markling has displayed consistent negative behavior toward the City during the review of her current sponsorship offer. Rather than respect due process and appropriate time for City Council to review the matter, Ms. Markling has initiated a negative Social Media campaign against the City in advance of a decision being arrived at.

With this pattern of behavior in mind, the Department does not consider Ms. Markling or her business to serve as a positive partner with the City. On this basis the Department is of the opinion that the sponsorship offer from Northern Elite Firearms to this particular Fundraising Campaign be declined.

The Prince Albert Minor Baseball Association has made significant progress in achieving their goals for Phase 1 under the Grand Slam Ball Park Fundraising Campaign. They are a motivated and positive City partner improving a City asset for the future of baseball in Prince Albert. The Grand Slam Ball Park Fundraising Campaign Update will be presented at the July 18th Executive Committee meeting.

CONSULTATIONS:

The main partner in the project is the Prince Albert Minor Baseball Association. Their Board has been provided approval to proceed with the concept plan and development of the Sponsorship Package through resolution #0319 at the August 16th, 2021 Council Meeting.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

The Community Services Department will continue to provide updates to members of Council as the Prince Albert Minor Baseball Association continues to make positive progress with the Grand Slam Ball Park Re-Build Campaign.

OTHER CONSIDERATIONS/IMPLICATIONS:

Naming Rights and Sponsorship Policy #71 of 2015.

STRATEGIC PLAN:

The proposed concept for the Crescent Acres Ball Diamonds aligns with the Infrastructure & Active & Caring Community Goals of the City's Strategic Plan.

OFFICIAL COMMUNITY PLAN:

The proposed concept for the Crescent Acres Ball Diamonds aligns with Section 9.2 of the City's Official Community Plan with respect to Parks & Recreation Facilities.

PUBLIC NOTICE:

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

PRESENTATION: Verbal by Duane Krip - Prince Albert Minor Baseball Association &
Jody Boulet - Director of Community Services

ATTACHMENTS:

1. Signed Agreement - Grand Slam Ball Park Re-Build Campaign
2. Ballpark Rebuild Presentation
3. Naming Rights & Sponsorship Policy No. 71

Written by: Curtis Olsen - Sport & Recreation Manager

Approved by: Director of Community Services & City Manager

THE AGREEMENT FOR
Prince Albert Minor Baseball
PRINCE ALBERT, SASKATCHEWAN

BETWEEN

PRINCE ALBERT MINOR BASEBALL INC.

Grand Slam Ball Park Rebuild

And

THE CITY OF PRINCE ALBERT

Agreement to Fund Improvements at Crescent Acres Ball Diamonds

THIS AGREEMENT made in duplicate this 27th day of October, A.D., 2021.

BETWEEN:

PRINCE ALBERT MINOR BASEBALL ASSOCIATION INC., a Minor Baseball Organization in Prince Albert in the Province of Saskatchewan, hereinafter called "PAMBA"

-and-

THE CITY OF PRINCE ALBERT, a municipal corporation in the Province of Saskatchewan, hereinafter called "the City"

WHEREAS the parties have agreed that GSBU shall be launched in THE CITY OF PRINCE ALBERT at Crescent Acres Ball Diamonds commencing September 1, 2021.

AND WHEREAS the parties hereto are desirous of setting out their respective rights, responsibilities and liabilities pertaining to PAMBA.

NOW THEREFORE in consideration of the mutual covenants hereinafter contained, the parties hereto covenant and agree as follows:

1. DEFINITIONS:

- a) **"Grand Slam BallPark Rebuild"** means a fundraising campaign facilitated by the local minor baseball association to fund improvements to the diamonds at Crescent Acres Ball Diamonds.
- b) **"Capital expenditures"** means those expenditures related to the improvements and upgrading of existing facilities and the purchasing of major equipment to facilitate the Project.
- b) **"Expenditures relating to Grand Slam BallPark Rebuild"** means those expenditures other than those as defined and outlined in (a) of this section.
- c) **"Expenditures and revenue relating to "Grand Slam BallPark Rebuild"** means the budget that is prepared and proposed by PAMBA that includes all expenditures and revenues not covered or outlined in (a) of this section.

- d) **"Capital budget"** means the budget that is prepared and proposed by PAMBA that includes expenditures and revenues relating to the improvements and upgrading of existing facilities and the purchasing of major equipment to facilitate the event.

2. PAMBA COVENANTS AND AGREES:

- a) To promote, organize, manage and conduct **Grand Slam BallPark Rebuild** in an efficient and workmanlike manner and in accordance with the standards established by the City.
- b) In so promoting, organizing, managing and conducting **Grand Slam BallPark Rebuild**, to govern its activities and expenditures in accordance with the budget prepared for this purpose and approved by the parties hereto pursuant to paragraph (f) of this section.
- c) To finance **Grand Slam BallPark Rebuild** by raising the necessary funds and in-kind services from private sources.
- d) To form legally binding Sponsorship Agreements with all sponsors for cash donations and in-kind services. In addition, all in-kind services must be approved by the City before executing a Sponsorship Agreement to ensure consistency with the City's Naming Rights & Sponsorship Policy (Appendix A).
- e) To maintain an accounting system in accordance with good accounting practices and make available from time to time to the Directors of Finance and Community Services for the City, records and documents relating to its activities and provide them with all information required for the purpose of an audit.
- f) To prepare a capital and operating budget and that both the said budgets shall forthwith thereafter be submitted to the City for approval. In addition PAMBA agrees that any changes to the "capital" or "operational budgets" will similarly require the approval of the City. The Corporation agrees that it shall not undertake any expenditure in excess of the budget without first obtaining the approvals required in this paragraph.
- g) To abide by the **Grand Slam BallPark Rebuild Sponsorship Package**, regarding recognition for sponsors. See Appendix B for a copy of the sponsorship package.
- h) To be responsible for any deficit in capital and operating expenditures incurred in respect of its promoting, organizing, managing and conducting **Grand Slam BallPark Rebuild**.

3. THE CITY COVENANTS AND AGREES:

- a) To allow diamond improvements and renovations to be completed at Crescent Acres Ball Diamonds. PAMBA agrees that it will complete all facility improvements and renovations in accordance with the operating policies, procedures and regulations, as defined by the Director of Community Services for the City of Prince Albert.
- b) Provide final approval of the Project Budget, Project Plans and timelines for construction prior to the commencement of construction.

4. GENERAL:

- a) PAMBA shall exert its best efforts to limit its expenditures to the amount set forth in the approved budget. No expenditures shall be made which exceed those identified in the approved budget without the approval of the City. Any changes or alterations to the "capital" or "operational budgets" shall have the approval of the City. The City shall have the right to veto such expenditures in excess of those identified items in the capital or operating budget.
- b) PAMBA agrees to comply with any reasonable request of the City which is considered customary to a development similar to that of **Grand Slam BallPark Rebuild**.
- c) PAMBA agrees it shall not cause or commit the land to be encumbered for any work or material liens in respect to any construction undertaken for **Grand Slam BallPark Rebuild**.
- d) The City undertakes that the City's insurer shall have no rights of subrogation against PAMBA with respect to any insured damage to such property. The City agrees not to claim against PAMBA with respect to any such insured damage and undertakes that this project has been approved by the City's insurer and included in the City's insurance policy.
- e) PAMBA agrees that the City shall not be liable to any person, firm or company for any demand, claim, damages or rights or causes of action whatsoever, directly or indirectly arising out of any aspect to the conduct of **Grand Slam BallPark Rebuild**, any works constructed or operated by PAMBA or the use of any lands, buildings, fixtures and facilities which PAMBA has been permitted to utilize pursuant to this agreement, or caused by, resulting from, incidental to or arising out of the use or occupancy of the said works or other facilities, lands, buildings, fixtures or equipment and PAMBA agrees to save and keep harmless and to indemnify the City against any and all such claims and any and all claims, liabilities, demands,

damages or rights or causes of action whatsoever made or asserted by anyone arising out of or incidental to this agreement.

- f) The parties hereto further covenant and agree that all permanent structures built on City of Prince Albert land will be property of the City following the project.
- g) It is expressly understood and agreed that reference to individuals in this agreement shall include corporations, executors, administrators, successors and assignees, and references in the singular number shall include the plural number, and references in the masculine gender shall include the feminine gender or the neuter gender, whenever the context so requires.
- h) The parties agree that nothing in this agreement shall be construed as constituting PAMBA or any of its officers or employees as agents or servants of the City and PAMBA shall not represent to anyone that it has only authority to act for or undertake any obligation on behalf of, or that it is the partner, agent or representative of, any of the other parties.

5. TERM & TERMINATION

This agreement will commence upon the official signing by both parties and conclude six months after the completion of **Grand Slam BallPark Rebuild**

IN WITNESS WHEREOF the **PRINCE ALBERT MINOR BASEBALL ASSOCIATION** has hereunto affixed its seal, duly witnessed by the hands of its proper officers in that behalf, duly authorized this 7th day of October, A.D. 2021.

PRINCE ALBERT MINOR BASEBALL ASSOCIATION



IN WITNESS WHEREOF THE CITY OF PRINCE ALBERT has hereunto affixed its corporate seal, duly witnessed by the hands of its proper officers in that behalf duly authorized this 27th day of October, A.D. 2021.

THE CITY OF PRINCE ALBERT



MAYOR



A/ CITY CLERK

CANADA
PROVINCE OF SASKATCHEWAN
TO WIT:

DECLARATION

I, Duane Krip, of the City of Prince Albert, in the Province of Saskatchewan, DO SOLEMNLY DECLARE:

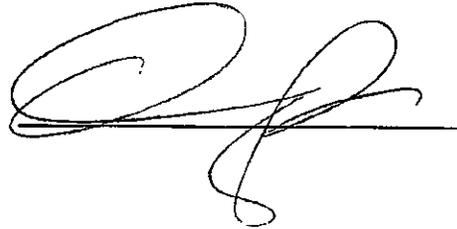
1. That I have been appointed by the Board of Directors as an Officer of Prince Albert Minor Baseball association (name of Corporation).
2. That, pursuant to the Corporation's Bylaws and/or Board Resolution, I am authorized by the Corporation to execute all contracts, documents or instruments in writing generally required by the corporation, or to sign specific contracts, documents or instruments in writing, and all such contracts, documents or instruments in writing so signed are binding upon the Corporation without any further authorization or formality.
3. That I have been specifically authorized to execute the within or annexed document.
4. I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

DECLARED BEFORE ME at the
City of Prince Albert, in the Province
of Saskatchewan, this 7th day
of October, A.D., 2021.



A COMMISSIONER FOR OATHS
in and for the Province of Saskatchewan.
My Commission expires:

August 31, 2025





Prince Albert Minor Baseball Association



Baseball players in the 15u division need a diamond to play on.

In 2014 Prince Albert Minor Baseball was asked to support a bid to host the World Junior Softball Championships by allowing our 15U baseball diamond known as Lew Hobson field to be converted into a softball diamond. We agreed .This allowed Prince Albert to go on to host a world-class event.

However our 15U kids no longer had a dedicated diamond to play on.

The 15u athletes have had to make do with sharing Andy Zwack field with the 18U division using a portable fence that needs to be set up and taken down after each game.

The loss of the dedicated field also makes us ineligible to ever host any provincial tournaments because of the requirement to have two diamonds.



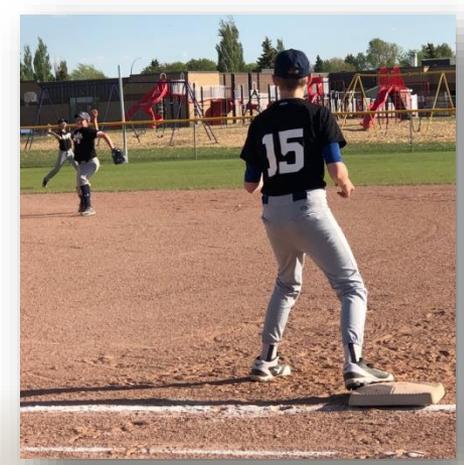
About PAMBA

Prince Albert Minor Baseball has a long history of organizing and promoting the sport of baseball within our city. Our baseball teams are known as the Prince Albert Royals!

The sport of baseball is strong and is seeing continued growth! Kids want to play the sport the Blue Jays play...Baseball!

Currently over 230 kids are registered in 6 divisions which include Jr. Rally Cap, Sr. Rally Cap, 11U, 13U, 15U and 18U. **There are over 150 kids below 13U.** As these kids move up through the system they will need the amenities of the new Crescent Acres baseball park.

In addition to house league baseball, we also field AA provincial teams in 11U, 13U, 15U and 18U that represent Prince Albert at Baseball Sask Provincial Championships. Our AA11U Provincial Team has back to back championship title in 2019 and 2021 and our AA 13U team brought home silver in 2021.





Our Goal

The City of Prince Albert has developed a plan to convert the three Crescent Acres softball diamonds into a dedicated baseball park.

Diamond #2 will be converted into a regulation sized 15U baseball field.

This would require:

- The current fence to be repositioned outward by approximately 25 feet
- The infield lengthened
- A mound built.

This would allow our 15U division to finally play on a dedicated baseball field that meets their required dimensions.

Diamond #1 and #3 would be converted into a 13U baseball fields.

This would require:

- Permanent mounds on both diamonds
- New covered dugouts on diamond #3

New 11U diamonds – 2 new diamond would allow our 11U division to move from Mair Park to join 13U and 15U in one location.





The Outcome for the kids...

A Permanent Home for 13U and 15U House League

-13U and 15U baseball players would have a permanent dedicated baseball field to call home for house league.

Plus this new ballpark will allow Prince Albert to host:

Regional AA League Play - The 15U AA team would host teams in league play from around the province.

Regional AA Exhibition Games - There is high demand for host sites for 13U and 15U exhibition games in preparation for Provincials.

Regional Tournament Host – Ball clubs from across the province search for tournaments to play in preparation for Baseball Sask's Provincials.

Provincial Host Site - Baseball Sask's Provincial Championships! This would bring hundreds of baseball families to Prince Albert each year with a positive economic impact to local businesses.





...and for the Sponsors

High Visibility 12 months a year!

The Crescent Acres facility is located in a high traffic area bordered by Olive Diefenbaker Drive and the Rotary Trail between St. Francis School and Ecole Vickers School.

- Thousands of vehicles drive past the facility weekly en route to and from home, work and school.
- Hundreds of pedestrians walk daily on the Rotary Trail that runs adjacent to diamonds number 2 and 3.
- Hundreds of families converge on the park nightly during May and June to watch their kids in league games.

Economic Benefit of Sports Tourism

Tournament play is a staple in the provincial baseball community! Baseball families will travel from all corners of the province. The result: They will stay in our hotels, eat at our restaurants, fill up with gas and in between games explore our retail shops.

We need your help! To make this project possible, we need your help! A sponsorship plan has been developed. The opportunities include naming rights to the baseball complex and diamonds. As well as sponsorship of dugouts and signage.



Project Costs

This project is broken down into 3 phases.

Phase 1 serves the immediate need of the athletes. It includes everything needed to complete a functioning 13U and 15U baseball facility.

Phase 1 – 15U/ 13U Diamond Conversion 2021/2022

Earthwork and Drainage	\$50,000.00
Fencing	\$30,000.00
Shale	\$20,000.00
Covered Dugout on #3	\$9,000.00
Sod	\$6,000.00
Irrigation Upgrades	\$6,000.00
Storage Shed	\$5,000.00
Batting Cage	\$15,000.00
Pitching Machine	\$3,000.00
Sponsor Recognition	\$10,000.00
Contingency 10%	\$15,000.00
Total Phase 1 Project Cost:	\$169,000.00



Project Costs

Phase 2 is the icing on the cake! It includes lighting, score clocks, press boxes and seating.

Phase 2 – 15U/ 13U Diamond Conversion 2023

Lighting on 2 diamonds	\$354,000.00
Electrical Wiring	\$30,000.00
Bleachers and Press Box	\$75,000.00
Score clocks	\$45,000.00
Sound System	\$8,000.00
Total Phase 2 Project Cost:	\$512,000.00



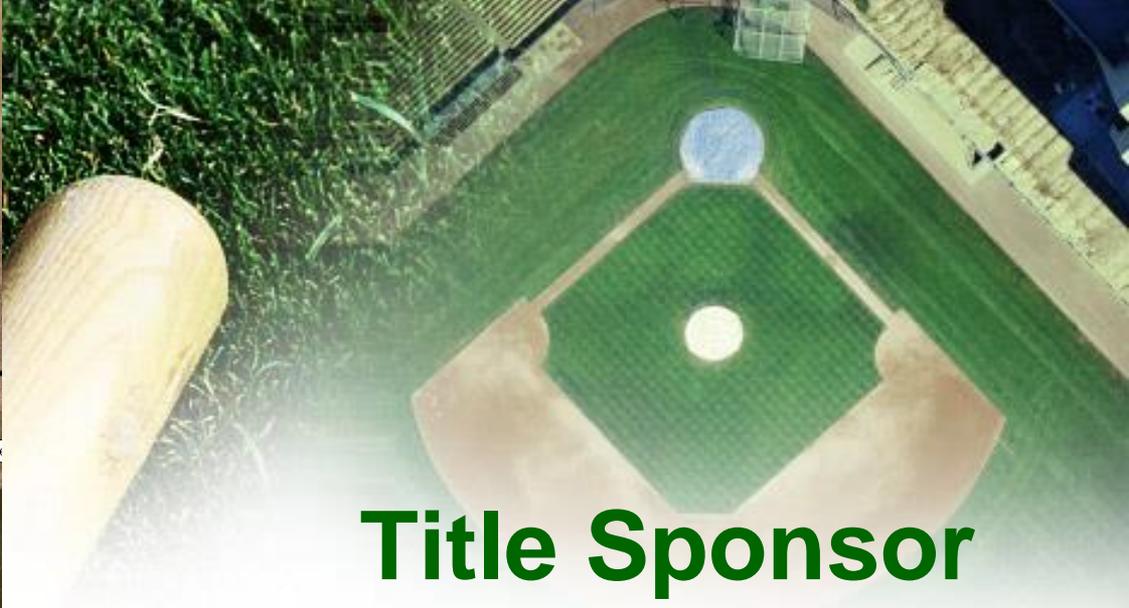
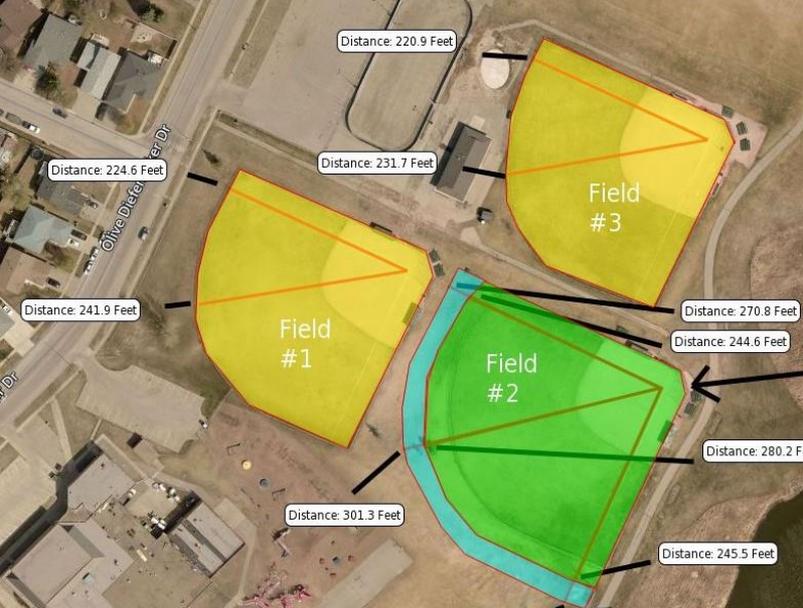
Project Costs

Phase 3 expands the baseball facility to include 2 x 11U diamonds!

Phase 3 – 11U Diamond Build 2024/2025

2 new 11U diamonds \$450,000.00

Total Phase 3 Project Cost: \$450,000.00



Title Sponsor

Baseball Complex Sponsor

You Receive:

- Exclusive naming rights to the baseball complex at Crescent Acres for 3 years. (with 1st right of refusal)
- Name recognition at the facility with signage at the entrance.
- 3 (8'x 4') outfield signs (one in each outfield)
- Permanent name recognition at the facility wall of honour.
- Company logo on all marketing material. (ie. Programs, Posters, etc)
- Company logo on PAMBA website.
- Exclusive name recognition in all media correspondence (On-line, Radio, Print, and T.V)

Title Sponsorship Investment: \$30,000.00

Sponsorships are cash and/or gift in kind. Can be paid in full at the time of the agreement or divided into 3 separate payments payable in 2022, 2023, 2024.



Field Sponsor

You Receive:

- Exclusive naming rights to a field at Crescent Acres for 3 years. (with 1st right of refusal)
- Name recognition on a 2' x 4' sign on the diamond backstop
- One 8' x 4' outfield fence sign.
- Permanent name recognition at the facility wall of honour.
- Company logo on all marketing material. (ie. Programs, Posters, etc)
- Company logo on PAMBA website.
- Exclusive name recognition in all correspondence to PAMBA membership for games on your field.
- Exclusive name recognition in all media correspondence (On-line, Radio, Print, and T.V)

Field Sponsorship Investment: \$9,000.00

Sponsorships are cash and/or gift in kind. Can be paid in full at the time of the agreement or divided into 3 separate payments payable in 2022, 2023, 2024. Sponsor is responsible for all costs of signage.





Dugout Sponsor

You Receive:

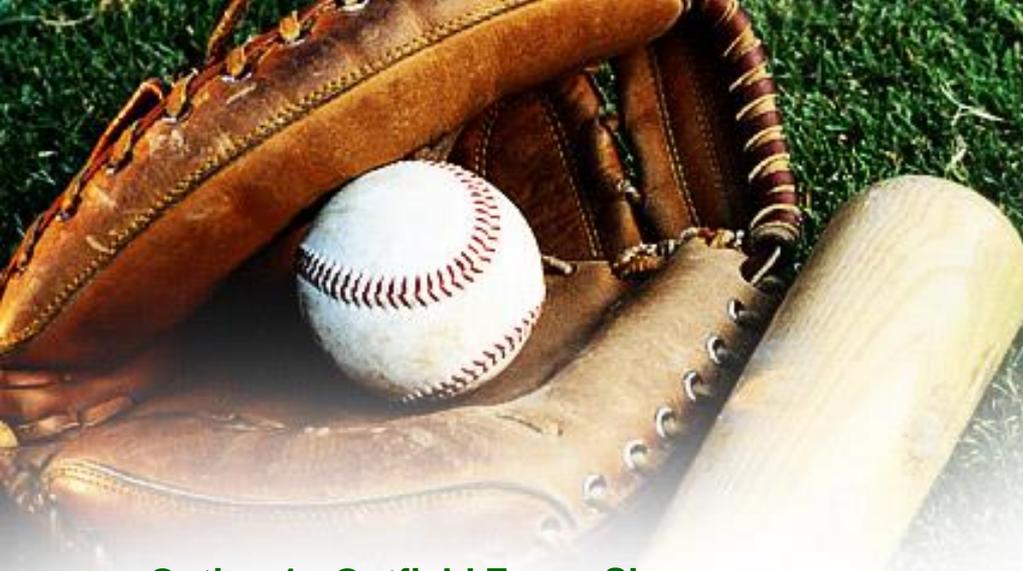
- Exclusive naming rights to a dugout at Crescent Acres for 3 years. (with 1st right of refusal)
- 5' x 20' signage on the full length on the outside of the dugout.
- One 8' x 4' outfield fence sign.
- Permanent name recognition at the facility wall of honour.
- Company logo on PAMBA website.

Dugout Sponsorship Investment: \$3,000.00

6 dugouts available

Sponsorships are cash and/or gift in kind. Can be paid in full at the time of the agreement or divided into 3 separate payments payable in 2022, 2023, 2024. Sponsor is responsible for all costs of signage.





Gold Glove Sponsor

Option 1 - Outfield Fence Signage

Receive:

- One 8' x 4' signage along the outfield fence (facing in the park) for 3 years.
- Permanent name recognition at the facility wall of honour.

Gold Glove Sponsorship Investment: \$1,500.00

Option 2 – Add a second sign on the backside of the fence for **50% more!**

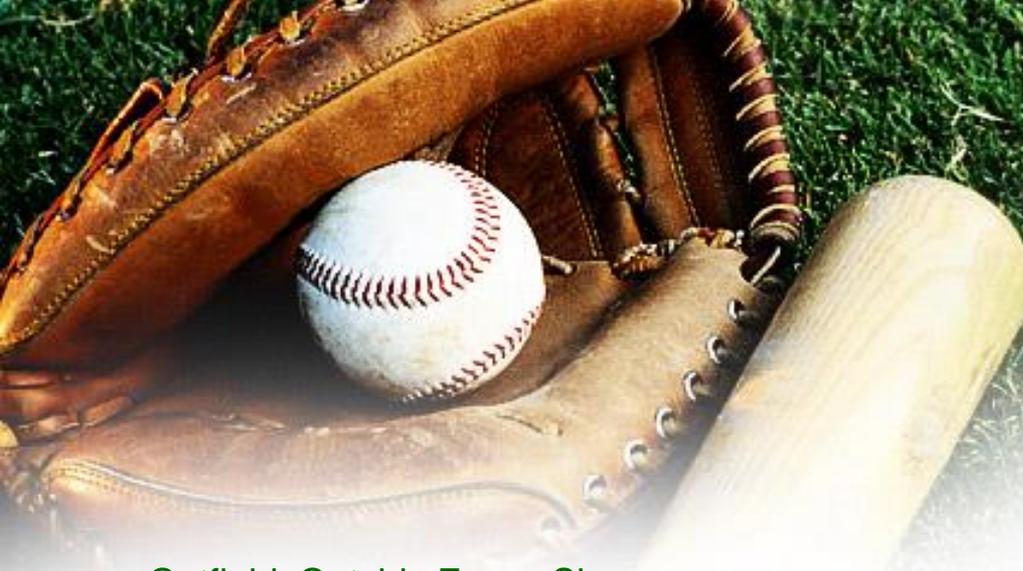
- Add a second 8' x 4' sign facing one of 3 high traffic areas. I.e. Diamond #1 - facing Olive Diefenbaker Drive; Diamond #2 or Diamond #3 – facing the walking path between diamonds.

Gold Glove Double Sponsorship Investment: \$2,250.00

Sponsorships are cash and/or gift in kind. Can be paid in full at the time of the agreement or divided into 3 separate payments payable in 2022, 2023, 2024.

Sponsor is responsible for all costs of signage.





Out of the Park Sponsor

Outfield Outside Fence Signage

Receive:

- 8' x 4' signage along the outfield fence, facing in the one of 3 high traffic areas. (e. diamond #1 - facing Olive Diefenbaker Drive; diamond #2 or diamond #3 – facing the walking path between diamonds) for 3 years.
- Permanent name recognition at the facility wall of honour.

Out of the Park Sponsorship Investment: \$1,500.00



Sponsorships are cash and/or gift in kind. Can be paid in full at the time of the agreement or divided into 3 separate payments payable in 2022, 2023, 2024.

Sponsor is responsible for all costs of signage.



Baseline Fence Sponsor

Baseline Fence Signage

Receive:

- 9' x 3' signage along the baseline fence facing one of 4 high traffic walking areas:
 - **Center Walking Path** along Diamond #1 or #2 on the 1st base fence line facing the walking path. –
 - **Rotary Trail** at Diamond #2 or Diamond #3 on the 3rd base fence facing the Rotary Trail.
- Permanent name recognition at the facility wall of honour.

Baseline Sponsorship Investment: \$1,200.00



Sponsorships are cash and/or gift in kind. Can be paid in full at the time of the agreement or divided into 3 separate payments payable in 2022, 2023, 2024. Sponsor is responsible for all costs of signage.



Friend of Baseball Sponsor

Friend of Baseball Sponsor

This sponsorship is for any individual, family, business or organization who wants to support the project with a contribution but would like to do it with minimal fanfare without disclosing the amount of your contribution.

Receive:

- Permanent name recognition at the facility wall of honour.

Friend of Baseball Sponsorship Investment: \$500.00 - \$5000.00

Sponsorships are cash and/or gift in kind. Can be paid in full at the time of the agreement or divided into 3 separate payments payable in 2022, 2023, 2024. Sponsor is responsible for all costs of signage.

City of Prince Albert Statement of POLICY and PROCEDURE			
Department:	Community Services	Policy No.	71
Section:	Community Services	Issued:	April 13, 2015
Subject:	NAMING RIGHTS & SPONSORSHIP POLICY	Effective:	April 13, 2015
Council Resolution # and Date:	Council Resolution No. 0195 of April 13, 2015	Page:	Page 1 of 11
		Replaces:	
Issued by:	Renee Horn, Executive Assistant	Dated:	
Approved by:	Jody Boulet, Director of Community Services		

1 POLICY

- 1.01** To provide guidelines and procedures for the naming and re-naming of City Parks and Facilities on City owned property.
- 1.02** To provide guidelines which facilitate and support opportunities for entering into sponsorship agreements for City owned and Civic partner controlled assets for the purpose of enhancing financial sustainability.

2 PURPOSE

- 2.01** To name City Parks and Facilities in a manner which ensures a consistent approach to soliciting, managing and reporting on naming rights and sponsorship agreements.
- 2.02** To provide guidance to those that have an interest in the naming and sponsoring of civic properties.
- 2.03** To provide a means of generating new revenues and alternative resources to assist in the construction, support and/or provision of City of Prince Albert Facilities.
- 2.04** To protect the reputation, integrity and aesthetic standards of the City of Prince Albert and its assets.

3 SCOPE

- 3.01** This Statement of Policy and Procedure applies to the City of Prince Albert.
- 3.02** Only corporate and individual naming rights and sponsorship agreements are covered by this Policy. The process for naming of streets is covered in the Street Naming Policy dated June 24, 2013.
- 3.03** Naming rights arrangements that pre-date this Policy are not subject to its terms.

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Approved by:	Jody Boulet, Director of Community Services		

4 RESPONSIBILITY

4.01 City Council:

- (a) Approval of the policy and all amendments.
- (b) Approval of all Naming Rights Agreements.
- (c) Approval of all sponsorship agreements. Mayor and City Clerk to execute all sponsorship agreements on behalf of the City of Prince Albert.
- (d) Approval of an Inventory Valuation of Assets to be developed by Administration before sponsors are approached or Agreements made.

4.02 Director of Community Services or Designate:

- (a) Assess all proposals to confirm date and duration, sponsor contribution, market value assessment of the contribution and appropriate recognition.
- (b) Compare proposals to ensure consistency between sponsor agreements.
- (c) Ensure the process for tracking and reporting all sponsorship agreements is developed.
- (d) Direct resources to develop and manage an Inventory Valuation of Assets available for sponsorship consideration.
- (e) Seek concept approval from City Council prior to initiating negotiations with a potential sponsor for those projects that may be sensitive in nature or that include naming rights.
- (f) Director of Community Services will work with the City Solicitor in developing consistent conditions for the naming rights & sponsor agreements.
- (g) Prepare recommendations to City Council in accordance with the policy.

5 DEFINITIONS

5.01 In this Policy:

- (a) THE CITY – means the City of Prince Albert, its departments and staff.

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- (b) CITY PARKS – are owned and managed by the City, used for public recreation purposes and shall include developed and undeveloped park areas and open spaces, trails, greenways and plazas.
- (c) CITY FACILITIES – are City owned facilities used to conduct City business and where the general public gathers for social, recreation, cultural and other related purposes. It shall include individual rooms, spaces and features within buildings such as ice pads, soccer fields, gymnasiums; and amenities within parks and open spaces such as picnic shelters, sport fields, bandstands, playgrounds, garden areas, etc.
- (d) CORPORATE NAMING RIGHTS – means a mutually beneficial business arrangement wherein an organization provides goods, services or financial support to the City in return for access to the commercial and/or marketing potential associated with the public display of the organization’s name on a City property for a fixed period.
- (e) DONATIONS – are cash or in-kind contributions which provide assistance to the City. Donations do not constitute a business relationship since no reciprocal consideration is sought. Donations over \$10.00 generally qualify for a tax receipt.
- (f) HONOURIFIC or COMMEMORATIVE NAMING means the naming of City property without return consideration. It is bestowed by the City to recognize the service, commitment or other type of contribution by an individual, group or organization.
- (g) INDIVIDUAL NAMING RIGHTS means the naming of City property in return for a financial or in-kind contribution from an individual or their estate. Typically, such support is given to enhance the community and to help sustain the property in question for a negotiated period of time.
- (h) SPONSORSHIP is a mutually beneficial business arrangement wherein an external party (individual, company, organization or enterprise), whether for profit or otherwise, provides cash and/or in-kind services to the City in return for commercial advantage. This payback may take the

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form of recognition, acknowledgement, promotional consideration, merchandising opportunities, etc. Because of these marketing benefits, a sponsorship does not qualify for a tax receipt.

- (i) DIRECTOR – means the Director of Community Services or Designate.
- (j) CIVIC PARTNER – An arms-length, not-for-profit organization that has a formal and legal relationship to provide services, programs and/or manage and care for City assets in conjunction with, or on behalf of the City of Prince Albert.
- (k) VALUE IN-KIND – A sponsorship received in the form of goods and/or services rather than cash.
- (l) VALUE ASSESSMENT – A determination of the value that a sponsor will receive as a purchaser of specific naming rights and/or sponsorship and may include tangible and intangible benefits.
- (m) ASSET ANALYSIS – A comprehensive review of an asset’s overall value as it relates to sponsorship or naming opportunities.

6 REFERENCES and RELATED STATEMENTS of POLICY and PROCEDURE

6.01 Street Naming Policy dated June 24, 2013 – Council Resolution No. 0523.

6.02 Tax Deductible Donation Policy and Procedure dated November 13, 2007 – Council Resolution No. 0783.

7 CRITERIA

7.01 Individual/Organization Naming Rights

The following criteria shall be used in evaluating the merit of each City Park and Facility naming request. There are four potential sources of names for Parks and

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Facilities as outlined below. Generally, it is preferred that the name reflects the location or a historic factor. When there is no predominant location or historic factor, under special circumstances, other naming sources may be considered.

- (a) The name could reflect the location of the Park or Facility. The location might be easily identified by a well-known bordering street, natural feature, neighbourhood, subdivision, the school on which it is located or other factor. Such criteria will allow citizens to easily identify with the location of the Park or Facility.
- (b) The name could commemorate a historic event or event of cultural significance.
- (c) The name could commemorate a person important to the City. The nominated person must have made an exceptional positive contribution to parks, recreation or culture relating to the Park or Facility being named. Nominations will not be accepted by immediate family members. Recognition of individuals, whose contributions have been appropriately recognized in other City venues or by other means, shall be avoided.
- (d) The name could recognize a person, organization or corporation that has made a substantial contribution to the City, including financial, value in-kind or property donation to the City relative to parks, recreation & culture. Corporate names shall not be considered for the naming of Parks but may be considered for trails and greenways, facilities, or assets within Parks or Facilities.

7.02 Other Naming Rights Considerations

- (a) Individuals currently holding elected office, currently working for the City or actively serving on any City standing or selection committee shall not be considered for naming.

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- (b) The individual must not have been convicted of a known felony.
- (c) Names that duplicate or sound as if they duplicate existing Park or Facility names or are otherwise confusing shall not be considered.

7.03 Sponsorship

- (a) An external party may contribute, in whole, or in part, funds, goods, or services to an approved City facility, public park, open space, program, event, or activity where such sponsorship is mutually beneficial to both parties and in a manner consistent with existing criteria, guidelines and policies set by the City.
- (b) The sponsorship arrangement must support the goals, objectives, policies and bylaws of the City of Prince Albert and be compatible with, complimentary to, and reflect the City's Strategic Plan.
- (c) The City will select the most appropriate sponsors using the following criteria:
 - i) Quality and timeliness of product and service delivery.
 - ii) Value of product, service, cash provided to the City.
 - iii) Cost/Risk to the City to service the agreement.
 - iv) Compatibility of products and services with City policies and standards.
 - v) Marketplace reputation of the sponsor.
 - vi) Record of sponsor's involvement in community projects and events.
- (d) Recognition provided to sponsors is subject to negotiation (ie. Advertising, signage, product sampling, brand name) and must meet the following criteria:
 - i) Be of an acceptable standard and in good taste.

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- ii) Not present demeaning or derogatory portrayals of individuals or groups.
 - iii) Not contain anything which, in light of generally prevailing community standards, is likely to cause deep or widespread offense.
- (e) The sponsorship arrangement must be limited in scope and application to the City or project under consideration, and shall not involve any form of a risk-sharing venture.
- (f) Satisfying one or more of the eligibility criteria listed above does not assure a recommendation from the Director of Community Services for City Council approval.

8 GUIDELINES

8.01 Guidelines Associated with Community & City Initiated Nominations for Naming Rights & Sponsorship Agreements

Individuals or organizations initiating the naming and/or sponsorship process shall submit a written request along with justification to the Director of Community Services.

- (a) The request shall include:
- (i) The proposed name or sponsorship proposal.
 - (ii) The value of all funds, goods and services to be provided and the recognition to be provided in return.
 - (iii) Evidence of community support for the proposed name or sponsorship opportunity.
 - (iv) A fixed term of up to a maximum of 10 years unless otherwise approved by City Council.

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- (v) The responsibility for insurance, licenses, permits, safety, security and public health.
- (vi) Revisions to the sponsorship agreements are subject to the same approval as the original sponsorship agreement.
- (vii) Long-standing sponsorship agreements that pre-date this policy may continue upon the approval of City Council.

8.02 Guidelines Associated with Fundraising Campaigns

The naming of Parks or Facilities in association with fundraising campaigns may be considered under the following conditions:

- (a) Organizations affiliated with the City that desire to raise funds for a City-sponsored project must receive a recommendation from the Department of Community Services when it relates to City owned Parks or Facilities and must receive approval from City Council prior to attaching naming opportunities or sponsor recognition to the fundraising campaign.
- (b) Organizations conducting fundraising campaigns with naming and sponsorship opportunities attached must immediately notify City staff when a naming proposal is under consideration in order to facilitate an administrative review.
- (c) Naming and sponsorship proposals that promote alcohol, tobacco products or political organizations will not be considered.
- (d) Acceptance of a naming or sponsorship proposal by an organization conducting a fundraising campaign must be considered conditional pending a review and recommendation by the Director of Community Services to City Council. A final approval by City Council is required.

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9 PROCEDURE

9.01 General

- (a) Issues regarding the interpretation or application of this Policy are to be referred to the Community Services Department.
- (b) In accordance with the principles and criteria contained in this Policy, the solicitation, negotiation and administration of naming rights and sponsorship are to be conducted by authorized City staff only.
- (c) All naming rights and sponsorship must be evaluated for compliance with this Policy. The Department of Community Services is responsible for ensuring that all naming rights and sponsorship holders along with the executed agreements comply with this Policy and that staff abide by the provisions of this Policy.
- (d) All Naming Rights and Sponsorship Agreements will be in the form of a legal contract. For such sponsorships, the Community Services Department shall consult with the City Solicitor's Office regarding appropriate terms and conditions and consider inclusion of the following provisions:
 - i) A description of the contractual relationship, specifying the exact nature of the Agreement;
 - ii) The term of the Agreement;
 - iii) Renewal options, if permitted;
 - iv) The value of the consideration and, in the case of in-kind contributions, the method of assessment;
 - v) The payment schedule;
 - vi) Rights and benefits;
 - vii) Release, indemnification and early termination clauses as appropriate;
 - viii) Insurance clauses;
 - ix) Confidentiality terms;
 - x) A statement acknowledging that the sponsorship may be subject to provisions of the *Municipal Freedom of Information and Protection of Privacy Act*, and

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- xi) A statement that all parties are aware of, and agree to comply with, the provisions of this Policy.

- (e) The City's profile and responsibility as owner/operator of the Facility must be ensured throughout the Agreement with the external organization or corporation.

- (f) The granting of naming rights will not entitle a naming entity to preferential treatment by the City outside of the Naming Rights Agreement.

- (g) The City will not relinquish any aspect of its right to manage and control a Facility through a Naming Rights Agreement.

- (h) An asset analysis and value assessment will be completed to determine the value of the asset in the marketplace.

- (i) All proceeds generated by the City for Naming Rights and Sponsorship Agreements shall be used for:
 - i) Enhancement and maintenance of the named Facility and operation.
 - ii) The provision of programs and services directly related to the Facility's mandate and operation.
 - iii) Subject to the Agreement, the proceeds received may be designated for another City owned Facility.
 - iv) All revenues and expenses pertaining to a Naming Rights or Sponsorship Agreement will be included in the Department's budget.

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- (j) Naming and sponsorship rights may only be transferred or assigned by a naming rights and sponsorship holder with the consent of the City. Where a company changes its name, the naming rights may, with the consent of the City and at the expense of the naming rights holder, be modified to reflect the new name.
- (k) The City will not endorse the products, services, or ideas of any naming right holder and naming rights holders are prohibited from implying that their products, services or ideas are sanctioned by the City.
- (l) The terms and conditions of the Naming Rights Agreement will not conflict with the terms and conditions of the existing lease, license, and agreement(s) with the City.
- (m) All corporate and individual Naming Rights Agreements must be for a fixed term, not exceeding ten (10) years unless approved by City Council. Every such Agreement will include a sunset clause specifying the duration of the naming opportunity. Individual and corporate naming rights may be subject to renewal upon mutual agreement.
- (n) At its sole discretion, the City reserves the right to terminate the Naming Rights Agreement prior to the scheduled termination date, without refund of consideration, should it feel it is necessary to do so to avoid the City being brought into disrepute.
- (o) The terms and conditions contained within a Naming Rights or Sponsorship Agreement are to be approved by the Director of Community Services or designate and City Council.
- (p) The Director of Community Services is responsible for preparing and presenting a Report for Council on the content of the negotiated Naming Rights or Sponsorship Agreements. Upon Council approval, the Mayor and City Clerk shall execute the Agreement.



City of
Prince Albert

CORR 22-70

TITLE: Request to Re-install Signage at the Kinsmen Baseball Complex

DATE: July 12, 2022

TO: Executive Committee

PUBLIC: X

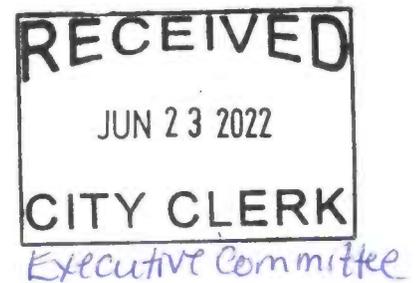
INCAMERA:

PRESENTATION: Verbal by Melanie Markling, Northern Elite Firearms

ATTACHMENTS:

1. Letter dated June 23, 2022

Written by: Heith Olmstead and Melanie Markling, Owners, Northern Elite Firearms



Heith Olmstead & Melanie Markling
143 – 44th Street West
Prince Albert, SK S6V 5P9

June 23, 2022

City of Prince Albert
1084 Central Avenue, Prince Albert
Saskatchewan, Canada S6V 7P3

Dear Mayor Greg Dionne:

It has come to our attention that our signage was unlawfully removed from the Kinsmen Baseball Complex. We believe this was a mistake and request the sign(s) be re-installed, in the condition and place they were left.

On 2022/02/15, the Prince Albert Minor Baseball Association (PAMBA) reached out to Northern Elite Firearms (NEF) in search of funds for the "Grandslam Ballpark Rebuild". On 2022/05/26, NEF entered a three year contract with PAMBA as a "Dugout Sponsor" in support of the organization's fundraising efforts to expand the ball diamond to allow for the youth of our city to host provincial ball tournaments. The \$3000 donation allowed NEF to produce and install two signs onto the ball field - one 4' x 8' sign on the fence in the outfield and one 5' x 20' sign on the dugout, facing the outdoor rink.

The sign was installed on 2022/06/03 and we arranged to have some pictures taken for Father's Day, on 2022/06/19, when we discovered the sign on the dugout was removed. We checked the area for signs of theft/vandalism to which there were none. We immediately contacted the President of PAMBA who advised he had received notification that the sign on the dugout was removed by the City of Prince Albert, without any consultation to PAMBA. The President indicated he was in contact with the City of Prince Albert and would be provided with an explanation on 2022/06/20. On 2022/06/20, the President advised NEF of a brief phone call with the City's Recreation Manager who indicated the sign "will not be approved".

On 2022/06/21, we made contact with City Counsellor Blake Edwards who indicated there were some opinions within the community concerning the signs, their proximity to the elementary schools on either side of the ball diamonds, and the recent school shootings in Texas, USA. Mr. Edwards provided new information indicating the signage needed to be approved by the City Council; he further added that some of the current sponsor signs on the ball diamonds had already been approved but not for others. We believe he was referring to the name changes of the park and the actual ball diamonds.



We currently have public signage in the West Hill Community Rink as well as purchased advertising to include in the 2022 Prince Albert Tourism Guide which is published by Tourism Prince Albert and managed by the Prince Albert Regional Economic Development Alliance and distributed throughout the city and surrounding areas. Prior to the pandemic, our business was approached by the City's WHL team, the Prince Albert Raiders, seeking sponsorship. At the time, financially we could not commit, but were very interested and continue to be open to that possibility moving forward. Recently, in May 2022, we ran a radio advertising campaign which included the Prince Albert SPCA.

We support the community and citizens of Prince Albert. We donate to many non-profit organizations in the city and surrounding area including schools, sport teams, and fishing, hunting, and wildlife organizations. We donated funds to the Prince Albert Children's Haven and are strong supporters of the River Valley Resilience Retreat; an organization created to assist our First Responders. We participate in dozens of private and public fundraisers as we believe the right thing to do is to give back to our community.

We offer free and/or low cost educational firearm programs for women and children as we believe firearm education is important and necessary. We believe sponsoring the ball diamond is a good way to give back, with the signage perhaps sparking some interest in our services which promote the responsible, safe, and enjoyable use of firearms from childhood and beyond. With limited opportunities available to the youth of our city, increased services and products for them is considered advantageous for community development, especially in our geographical area. If one is firmly grounded in reality, they would acknowledge we are bordering the vast wilderness of the Boreal forest where hunting, fishing, and trapping continue to be a significant part of life for many of us in the area. Many reserves and outfitters around the area depend on our supply of firearms and ammunition for sustenance hunting and tourism.

In addition to what is listed above, our priorities also remain with law enforcement as we believe in safe communities. With our law enforcement background, we acknowledge the importance of these community roles; therefore, we designed our indoor gun range with officer training in mind. To date, we have several municipal, provincial, and federal departments training in our facility which include Prince Albert Police Service (PAPS) SWAT Team; several PAPS officers train with their prohibited duty weapons in our range on a weekly basis; Ministry of Justice - Sheriffs and Conservation Officers; and RCMP officers throughout the province. We open our doors daily to off duty law enforcement officers who utilize the range to maintain and increase skills with their service pistols. We also provide the RCMP with complimentary use of our range for forensic testing of firearms for court. These very people who protect our city and utilize firearms every day are who we support. A competent and skilled workforce is advantageous for our community.



The Canadian Sporting Arms and Ammunition (CSAAA) was presented with an economic impact report in 2018, "The Economic Footprint of Angling, Hunting, Trapping and Sport Shooting in Canada", where the Conference Board of Canada identified how the hunting, trapping, angling, and sport shooting industries are vital to Canada. NEF directly supports and contributes to all of these industries and the positive impacts they have in our community. The report highlighted that in 2018:

- Canadians spent \$8.5 billion on hunting and sport shooting;
- Hunting and sport shooting contributed \$5.9 billion to Canada's GDP;
- Hunting and sport shooting accounted for 48,000 full-time equivalent jobs in Canada, resulting in \$6.4 billion in labour income

Firearms have been a part of Canadian heritage since Confederation. It is interesting to us how one or two peoples' feelings can effectively control what information is allowed to be viewed by the public when there is no violation, on NEF's part, of any bylaw; furthermore, our signage complied with the Canadian Advertising Standards. Overall, it would seem the City of Prince Albert is the party breaching the current bylaws. Please be aware that Co-op, who also participated in the PAMBA fundraiser and had their signs installed, sells ammunition. You may also need to be reminded that Canadian Tire, one of the biggest supporters of youth sports throughout the city, sold firearms and ammunition, for years, and continues to do so in many communities across the country.

Insofar as the signs being next to an elementary school, one of the schools in question is attended by our young children – a school where we have sent our children and volunteered our time since 2003.

As there are no bylaw infractions made by NEF, and as there was no requirement to have each sponsor of the fundraiser attend City Council to have their advertising approved or declined, we will conclude this was an error and trust the City of Prince Albert will, in good faith, return and re-install the signs to their original location at the Kinsmen Baseball Complex within 48 hours. Please advise how you will proceed.

Sincerely,

A handwritten signature in black ink, appearing to read "Heith Olmstead" and "Melanie Markling" on two lines.

Heith Olmstead/Melanie Markling

Owners

Northern Elite Firearms

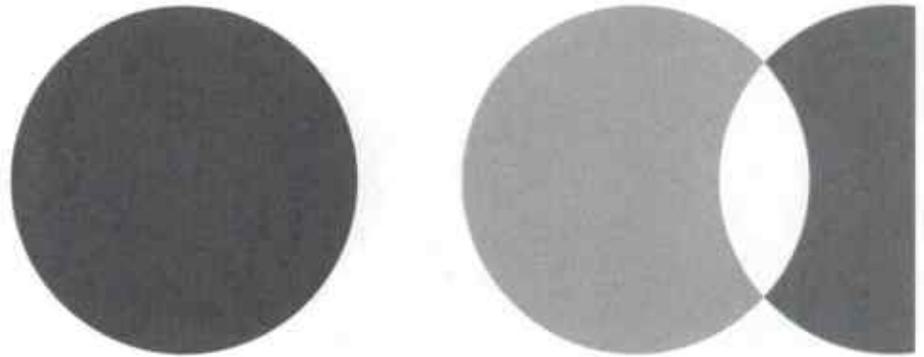
306-763-4867



Cc:

Michael Loberg; LLP Loberg Law
Tracey Wilson; VP PR Canadian Coalition for Firearm Rights
Randy Hoback; MP Prince Albert
Alana Ross; MLA Prince Albert Northcote
Charlene Miller; Ward 1 Prince Albert
Terra Lennox-Zepp; Ward 2 Prince Albert
Tony Head; Ward 3 Prince Albert
Don Cody; Ward 4 Prince Albert
Dennis Ogradnick; Ward 5 Prince Albert
Blake Edwards; Ward 6 Prince Albert
Dawn Kilmer; Ward 7 Prince Albert
Teddy Zurakowski; Ward 8 Prince Albert

Enclosures: 1



The Economic Footprint of Angling, Hunting, Trapping and Sport Shooting in Canada

Presented to:

Ontario Federation of Anglers and Hunters and the Canadian Sporting Arms
and Ammunition Association

Prepared by:

The Conference Board of Canada

Acknowledgements

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Big Rock Sports Canada
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Ducks Unlimited Canada
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Freedom Ventures
Fur Institute of Canada
Korth Group
Manitoba Wildlife Federation
New Brunswick Wildlife Federation
Newfoundland and Labrador Wildlife Federation
North American Hunting Supplies
North Sylva Co.
Northwest Territories Wildlife Federation
Nova Scotia Federation of Anglers and Hunters
O'Dell Engineering
Ontario Federation of Anglers and Hunters
Ontario Fur Managers Federation
PEI Wildlife Federation
Saskatchewan Wildlife Federation
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Executive summary

Canada offers a wide variety of opportunities for outdoor enthusiasts with its vast wilderness and abundance of rivers and lakes. Angling (fishing), hunting, and trapping are popular recreational activities across the nation, and, for many, they are also an important part of culture, tradition, and personal identity, as well as a source of sustenance. Sport shooting, or target shooting, which is also primarily a recreational activity, has been gaining popularity in recent years. All four activities—fishing, hunting, trapping, and sport shooting—play a significant role in Canada's economy across a broad range of industries.

Not only do these activities affect retailers who directly serve those who participate in them—such as specialty stores and tourism-related service providers—they also have an impact on a broad range of industries through the supply chain when these directly affected firms purchase goods and services from their suppliers, who, in turn, purchase goods and services to meet their needs, and so forth. Finally, all the employees of these firms and businesses that are directly affected and affected through the supply chain spend their earnings and profits, and this spending affects the wider economy. These are the induced impacts. The direct, supply-chain, and induced impacts together are the overall contribution to national economic activity—that is, the total economic footprint.

This study quantifies the total economic footprint of fishing, hunting, trapping, and sport-shooting activities in Canada. The Conference Board of Canada administered a survey to gauge spending on each of the four activities in 2018. In total, there were 25,571 survey respondents. Data on their reported spending habits and data on the total number of anglers, hunters, trappers, and sport shooters in each of the provinces and territories were used to compute the spending on the four activities. In total, an estimated \$18.9 billion was spent in 2018 on fishing, hunting, trapping, and sport-shooting activities. More than half of this total spending was on fishing-related activities. Not surprisingly, most of the spending was in the two largest provinces, Ontario and Quebec.

The direct impact of spending associated with the four activities as well as how that direct economic impact ripples through to suppliers and the wider economy was estimated to arrive at the total impact. The total economic footprint of fishing, hunting, trapping, and sport shooting was \$13.2 billion in 2018. This represents a substantial 0.6 per cent of national gross domestic product (GDP). The economic activity generated by these activities supported just under 107,000 jobs and generated \$6.4 billion in labour income. There were also notable fiscal benefits—in 2018, the four activities together generated \$6.1 billion in federal and provincial government revenues.

Among the four activities, fishing leaves the biggest footprint. Three million people across the country fish, and in 2018, \$10 billion was spent on fishing alone. This spending contributed \$7 billion to total GDP, supported an estimated 58,000 jobs across the country, and generated \$3.5 billion in labour income.

While recreation is the primary motivation for participating in all four activities according to the survey respondents, one-quarter of those who hunt also do so for food or sustenance. There are 1.3 million hunters in Canada. Hunting spending totalled \$5.9 billion in 2018. The resulting contribution to GDP was \$4.1 billion. Hunting supported 33,000 jobs and generated just under \$2 billion in labour income.

There are just under 45,000 trappers in Canada. Ontario and Alberta accounted for 43 per cent of total national expenses related to trapping in 2018. In total, \$131 million was spent on trapping in Canada last year. The impact of trapping on GDP was \$91 million, supporting 738 jobs and generating \$44 million in labour income.

Shooting sports have become increasingly popular over the years, as evidenced by increased firearms licence and ammunition sales. An estimated 1.4 million people in Canada partake in sport shooting, and a total of \$2.6 billion was spent on this activity in 2018. This spending boosted GDP by \$1.8 billion, supported 14,000 jobs, and generated \$868 million in labour income.

Introduction

With over two million lakes and rivers,¹ 30 per cent of the world's forest,² and a vast terrain, Canada is home to a variety of opportunities for outdoor enthusiasts. Angling (or fishing), hunting, and trapping are an important part of Canadian heritage and continue to be popular activities across the nation. These activities are often recreational; however, for many, they are also part of family tradition, as well as a source of income and sustenance. Canada is also considered among one of the top fishing and hunting destinations in the world. Sport shooting, also generally a recreational activity and part of tradition for many, has seen its popularity grow in the past several years.³ All four activities—fishing, hunting, trapping, and sport shooting—contribute to the Canadian economy across a broad range of industries.

This report describes the economic footprint of these activities in Canada. The impact is quantified on a wide range of economic indicators including spending, gross domestic product (GDP), employment, labour income, and federal and provincial government revenues. The analysis focuses on the ripple effects that spending associated with these activities has on the Canadian economy.

In this study, we determine the economic activity directly attributed to the fishing, hunting, trapping, and sport shooting, or the direct impact, as well as the indirect or supply-chain impact, which reflects the economic impact of these activities' demand for inputs from other industries. We also assess the induced impacts of these activities, which reflect how earnings and profits affect the spending of employees and businesses in the wider economy.

The report is organized as follows:

- The **Methodology** section describes how the results were computed.
- The **Survey results** section presents the results of the custom survey the Conference Board created to gauge spending by activity for each province.
- The **Economic footprint results** section quantifies the direct impact of the fishing, hunting, trapping, and sport shooting economy as well as the aggregate economic footprint. This section also describes the economic footprint by activity.
- The **Provincial and territorial snapshots** section presents the overall economic impact of the four activities for each of the provinces and territories as well as the impacts by activity.
- The **Summary** section presents final insights on how fishing, hunting, trapping, and sport shooting affect the Canadian economy, focusing largely on the number of jobs created and the aggregate effect on Canadian GDP.

¹ Canadian Wildlife Federation, *Lakes & Rivers*.

² Sustainable Forest Management in Canada, *Overview—Canada's Forests*.

³ Environment and Climate Change Canada, *Study to Gather Information on Uses of Lead Ammunition and Their Non-Lead Alternatives in Non-Military Activities in Canada*.

Definitions

Gross domestic product (GDP) is used to measure production in a region during a specific period. There are various ways to calculate GDP, though the concept of value added is arguably the most intuitive.

Value added (or net output) is established for each industry by calculating the difference between total revenue and the sum of expenses for intermediate parts, materials, and services used in the production process. Calculating the value added for all industries in a region will yield the GDP for that region.

GDP at market prices represents the value of GDP as paid by final consumers. It includes taxes but excludes subsidies on imports. GDP at market prices is our preferred measure of GDP. GDP at market prices measures spending and income in an economy and is more easily understood than GDP at basic prices which measures the value created at each stage of production. Where possible this report refers to GDP at market prices. GDP at basic prices is used to describe the direct impact and impacts by industry as these values are not available at market prices.

GDP at basic prices is equivalent to GDP at market prices minus taxes and subsidies on products. Industry level detail is only available at basic prices. Direct economic impacts are measured using GDP at basic prices.

Direct impact measures the value added to the economy that is directly attributable to spending on fishing, hunting, trapping, and sport-shooting activities.

Indirect impact (or supply-chain impact) measures the economic effects that the direct-impact firms generate within the economy through their demand for intermediate inputs and support services. These purchases of goods and services from suppliers make up the supply chain.

Induced impact results when employees and business owners of the direct and indirect impact firms spend their earnings and profits. These purchases lead to more employment, wages, income, and tax revenues, and their impact can be felt across the region.

Economic footprint (or economic impact) is defined as the fishing, hunting, trapping, and sport-shooting economy's overall contribution to national economic activity. It includes the direct, indirect, and induced impacts.

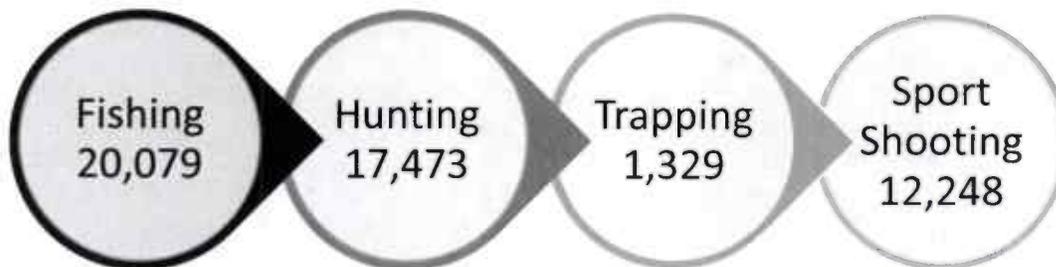
Methodology

Calculating an economic footprint involves estimating the full impact an industry has on the economy by using economic models to help us understand how changes in the activity of one industry can have wider repercussions.

The largest impact is the economic activity directly attributed to an industry (direct impact), which comes largely in the form of wages paid to those directly employed in the sector and the profits generated. In addition, a sector's normal operations will generate demand for inputs from other industries (indirect or supply-chain impact), while some of the income and profits generated by all these activities will be spent again elsewhere in the economy (induced impacts).

To calculate these impacts, we needed first to determine how much is spent on these activities in Canada. Given that this information is not collected by standard surveys administered by Statistics Canada, we created and distributed our own survey to assess this spending. (See Appendix A for the questions asked in the survey.) A total of 25,571 respondents completed the survey. Representation was strong across all activities and in each province and territory.

Respondents by activity



Note: Numbers do not add to total completed surveys because respondents had the option of selecting participation in more than one activity.

The survey responses were cleaned to remove significant outliers, and the results were aggregated into average spending in the following categories: fuels, travel, major purchases, firearms and ammunition, and other spending.

With average spending on the four activities determined, the next step of this analysis was to determine how many people participate in these activities each year. For anglers, we have data on the number of fishing licences, and that provided a base for the number of people who fish in each province. However, some provinces do not require licences for youth or people aged 65 or older, and so using just the licence data would underestimate the number of anglers. It was assumed that spending for youth to fish would be reflected in the spending answers of adults, and therefore, youth were not added to our total number of anglers. For seniors, we used our survey data to calculate provincial shares of those 65 and over who fished compared with those

under 65 and scaled up the licence data by that ratio to derive an estimate of the total number of anglers in each province.

For hunters, many regions issue a single card or licence that is required by all hunters, whether they hunt for one or many species. Where this information is available, we used that as an estimate of the number of people who hunt in each province. In Manitoba, the total number of hunting licences sold was used to estimate the number of hunters, which could be an overestimate, because a single individual might buy separate licences for white-tailed deer and wild turkeys, for example. In Nova Scotia, our estimate of hunters is based on the number of deer licences sold. In Newfoundland and Labrador, hunters are estimated using the number of small game licences sold. The number of hunters in New Brunswick was estimated by adding deer and small game licences to moose hunting licences. The number of trappers in each province was assumed to be equal to the number of trapping licences. No information was available for hunters and trappers in Nunavut. To estimate this data, we assumed that the proportion of people who hunt and trap in Nunavut is that same as in the Northwest Territories. We then calculated the share of people who hunted and who trapped in the Northwest Territories and applied that to the population of Nunavut to derive our estimates.

One drawback of relying on licence data to estimate the number of participants in fishing, hunting, and trapping is that it does not include Indigenous peoples who do not require a licence to participate in those activities.

There is no official registry containing estimates of the number of people who sport shoot. Therefore, we had to estimate the number of people sport shooting in each province. We started with the number of firearms licences in each province and worked under the assumption that people obtained a firearms licence either to hunt or participate in sport shooting. We then turned to our survey data to obtain information on the share of respondents who hunted and did sport shooting, those who participated in sport shooting but not hunting, and those who hunted but did not sport shoot. We then took the sum of those who partook only in sport shooting plus those who did both over the sum of those who hunted, did sport shooting, or did both to calculate the share of our sample who were likely to have a firearms licence for sport-shooting purposes. We then applied that share to the total number of firearms licences to derive an estimate of the number of sport shooters.

Based on our analysis, we estimate that a total of 2.97 million Canadians fished, 1.27 million hunted, 45,000 trapped and 1.4 million participated in sport shooting. (See Table 1.)

Table 1
Estimated number of participants in each activity

Province/territory	Anglers	Hunters	Trappers	Sport shooters
Newfoundland and Labrador	111,003	41,464	2,189	51,575
P.E.I.	6,344	1,739	116	5,418
New Brunswick	54,391	62,717	1,983	44,656
Nova Scotia	55,696	46,551	1,500	57,605
Quebec	667,252	300,000	7,319	320,699
Ontario	1,101,957	426,000	9,232	369,430
Manitoba	156,575	49,339	7,457	61,111
Saskatchewan	167,672	77,348	4,761	48,487
Alberta	359,420	124,650	4,775	213,936
B.C.	273,094	106,114	3,500	221,052
Yukon	9,440	4,436	551	3,877
N.W.T.	6,359	18,022	752	3,783
Nunavut	790	15,536	648	2,249
TOTAL	2,969,993	1,273,916	44,783	1,403,877

Sources: The Conference Board of Canada; Commissioner of Firearms 2017 Report; 2015 Recreational Fishing Survey; various provincial/territorial licensing agencies and/or affiliates.

With information on how many people participate in an activity and what their average spending is, we were able to calculate total spending in each activity in each province and territory. We then contracted Statistics Canada to perform a simulation of its interprovincial input-output model. This simulation estimated the direct economic impact of spending associated with these four activities as well as how that direct economic impact ripples through suppliers, employees, and the wider economy.

While the input-output simulation provides a detailed account of the flow of spending through the sectors of the economy, we used The Conference Board of Canada's macroeconomic model of the Canadian economy to generate additional impact estimates, particularly for detailed government revenues not available through Statistics Canada's input-output model.

Survey results

The Conference Board of Canada administered a survey to collect information on spending habits related to fishing, hunting, trapping, and sport shooting in each of the provinces and territories. The survey, administered in the spring of 2019, asked respondents about their spending habits over the past year. As noted earlier, there were a total of 25,571 respondents. The distribution of respondents across each of the provinces and territories is shown in Table 2.

Table 2
Number of survey respondents by province and territory

Province/territory	Respondents
Newfoundland and Labrador	79
P.E.I.	35
New Brunswick	270
Nova Scotia	247
Quebec	1,408
Ontario	7,442
Manitoba	997
Saskatchewan	9,998
Alberta	3,246
B.C.	1,674
Yukon	121
N.W.T.	34
Nunavut	20
TOTAL	25,571

Source: The Conference Board of Canada.

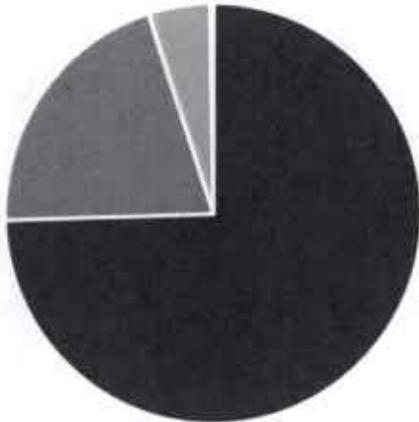
The purpose of the survey was to gauge spending habits of anglers, hunters, trappers, and sport shooters in order to figure out how much they spend, on average, pursuing these activities. Based on the structure of the survey, the impacts discussed in this report are specific to those associated with this spending and the supply-chain and induced impacts that result from this spending. As a result, some impacts are not captured in these results. For example, we focused on the recreational industry. Therefore, we did not include spending figures for those who fish or hunt for their jobs.

For the trapping industry, we included spending for those who undertake the activity for employment purposes, since it is such a large part of the industry. Our analysis of the trapping industry includes just the spending and resulting economic impacts of that spending. It does not include any impacts related to the value of the furs that result from trapping.

For most of the respondents, the primary motivation for participating in the activities is for recreation or enjoying the outdoors. (See Chart 1.) Just under three-quarters of respondents who fish and participate in sport shooting do so for recreation. "Family/friends/tradition" is the second most popular reason for fishing, trapping, and sport shooting; food or sustenance is the second most popular motivation for hunting. Over 20 per cent of respondents who trap do so for employment or income.

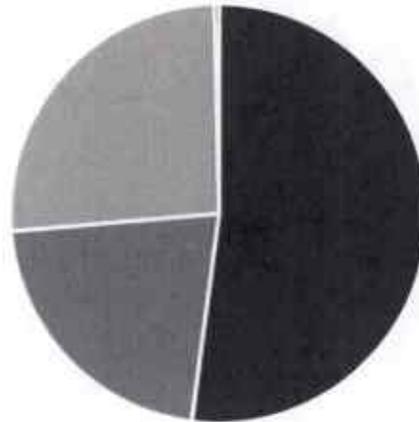
Chart 1
Motivation for participating in activities
(share of respondents)

Fishing



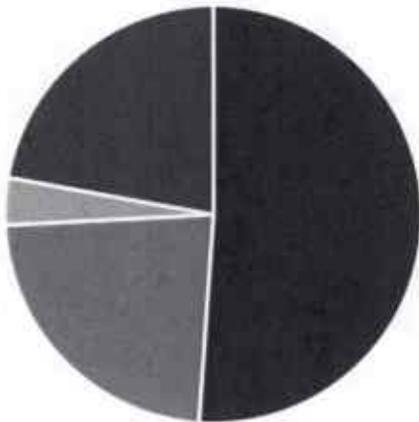
- Recreation/enjoy outdoors
- Family/friends/tradition
- Food/sustenance
- Employment/income

Hunting



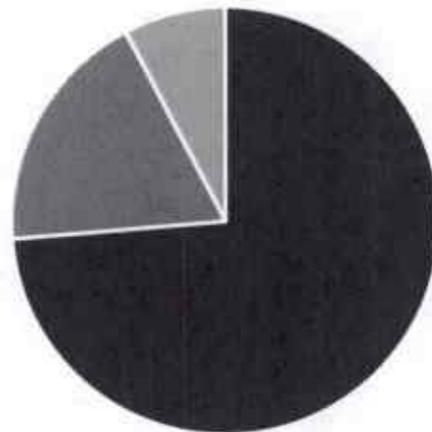
- Recreation/enjoy outdoors
- Family/friends/tradition
- Food/sustenance
- Employment/income

Trapping



- Recreation/enjoy outdoors
- Family/friends/tradition
- Food/sustenance
- Employment/income

Sport shooting



- Recreation
- Family/friends/tradition
- Competition

Source: The Conference Board of Canada.

Table 3 shows the spending by activity in each of the provinces and territories based on our survey results as well as the total spending across the country. In total, \$18.9 billion was spent in 2018 on fishing, hunting, trapping, and sport-shooting activities. More than half of the total spending was on fishing-related activities. Not surprisingly, the greatest share of spending was in the two largest provinces, Ontario and Quebec.

Table 3
Total spending on fishing, hunting, trapping, and sport shooting, 2018
(\$ millions)

Province/territory	Fishing	Hunting	Trapping	Sport shooting	TOTAL
Newfoundland and Labrador	264	191	4	93	553
P.E.I.	17	5	0.3	9	31
New Brunswick	113	253	4	92	462
Nova Scotia	162	222	6	124	515
Quebec	2,215	1,368	13	497	4,092
Ontario	3,835	1,961	39	705	6,539
Manitoba	523	238	12	91	865
Saskatchewan	618	262	12	60	952
Alberta	1,313	593	17	429	2,352
B.C.	1,159	593	15	455	2,222
Yukon	45	28	3	4	79
N.W.T.	37	113	3	10	163
Nunavut	3	62	2	3	70
TOTAL	10,304	5,889	131	2,573	18,896

Source: The Conference Board of Canada.

The survey included questions about the amount of spending on gas and other fuels, travel and travel services, and other expenditures related to each of the four activities in order to arrive at a breakdown of spending on different items. This breakdown for each province and territory is shown in Table 4. Fuel expenses include any spending on fuel used while doing the activity or to travel to a destination for the activity. Travel expenses include vehicle rentals, accommodation, food, and airfare. Major purchases include any significant asset that it is not purchased every year or on a regular basis, such as boats or trailers. Firearm and ammunition expenses are specific to hunting and sport-shooting activities. "Other" includes any additional spending on goods or services directly related to the activity. Numerous expense items fall under this category, including licences, leases, gear, memberships, and training courses.

Table 4
Spending on fishing, hunting, trapping, and sport shooting, by expense item, 2018
(\$ millions)

Province/territory	Fuel	Travel	Major purchases	Firearms and ammunition	Other	TOTAL
Newfoundland and Labrador	66	77	248	81	82	553
P.E.I.	3	5	12	7	5	31
New Brunswick	49	66	182	91	73	462
Nova Scotia	48	63	207	111	87	515
Quebec	468	789	1,719	487	629	4,092
Ontario	755	1,084	3,079	666	956	6,539
Manitoba	129	150	372	87	127	865
Saskatchewan	138	164	466	65	119	952
Alberta	329	280	1,037	314	391	2,352
B.C.	279	352	883	342	365	2,222
Yukon	13	10	41	5	10	79
N.W.T.	20	27	71	21	24	163
Nunavut	15	8	20	14	13	70
TOTAL	2,313	3,075	8,337	2,290	2,881	18,896

Source: The Conference Board of Canada.

Economic footprint results

Direct impact

Fishing, hunting, trapping, and sport-shooting activities directly contributed \$5 billion in economic activity to the Canadian economy in 2018. (See Table 5.) This direct contribution measures the wages and salaries and profits of firms providing goods and services in fishing, hunting, trapping, and sport-shooting activities.

These firms had employment of over 66,000 full-time equivalent jobs nationwide. This employment figure includes everyone who works in retail services related to the four activities. It also includes those who work in the hospitality industry (which includes lodging and food services) that supports tourist-related spending associated with the activities. The fishing, hunting, trapping, and sport-shooting economy directly generates about \$3.5 billion in labour income among Canadians.

Table 5
Direct economic impact of Canada's angling, hunting, trapping, and sport-shooting economy, 2018

Key economic indicators	
GDP at basic prices (\$ billions)	5
Labour income (\$ billions)	3.5
Employment, full-time equivalent	66,271

Sources: The Conference Board of Canada; Statistics Canada.

Supply-chain impact

While the direct impact captures the economic benefits directly attributed to the fishing, hunting, trapping, and sport-shooting economy, this represents a fraction of the full economic impact of these activities. The supply-chain, or indirect, impacts measure the benefits associated with intermediate inputs from other industries. Mining, oil and gas extraction, and metal manufacturing are just some of the industries that feed into the fishing, hunting, trapping, and sport-shooting economy. Adding the supply-chain impacts to the direct impacts shows that the industry contributed \$10.6 billion to Canadian GDP in 2018 (measured at market prices, which measures all the spending in an economy) and supported close to 90,000 jobs. (See Table 6.)

Table 6
Direct and indirect economic impacts of Canada's fishing, hunting, trapping, and sport-shooting economy, 2018

Key economic indicators	
GDP at market prices (\$ billions)	10.6
Labour income (\$ billions)	5.3
Employment, full-time equivalent	89,821

Sources: The Conference Board of Canada; Statistics Canada.

Total economic impact

In addition to the direct and supply-chain impacts, there are induced impacts that reflect the spillover effects when employees serving the fishing, hunting, trapping, and sport-shooting economy, as well as those working in supply chain-related industries, spend their earnings. For example, angler expenditures include fishing equipment, transportation, fuel, food, and lodging. The companies that serve these needs stock up on inventory, pay bills, and pay wages, and all of these activities, in turn, pay employees who then spend their paychecks on a wide range of goods and services. The industry's total economic footprint, or total impact, is the sum of the direct, indirect, and induced effects.

The total contribution of the fishing, hunting, trapping, and sport-shooting economy to Canada's GDP was \$13.2 billion in 2018 or 0.6 per cent of total GDP (measured at market prices). Spending on these activities supports jobs throughout the country. The increase in economic activity resulting from this economy supported just under 107,000 jobs and generated \$6.4 billion in labour income. (See Table 7.)

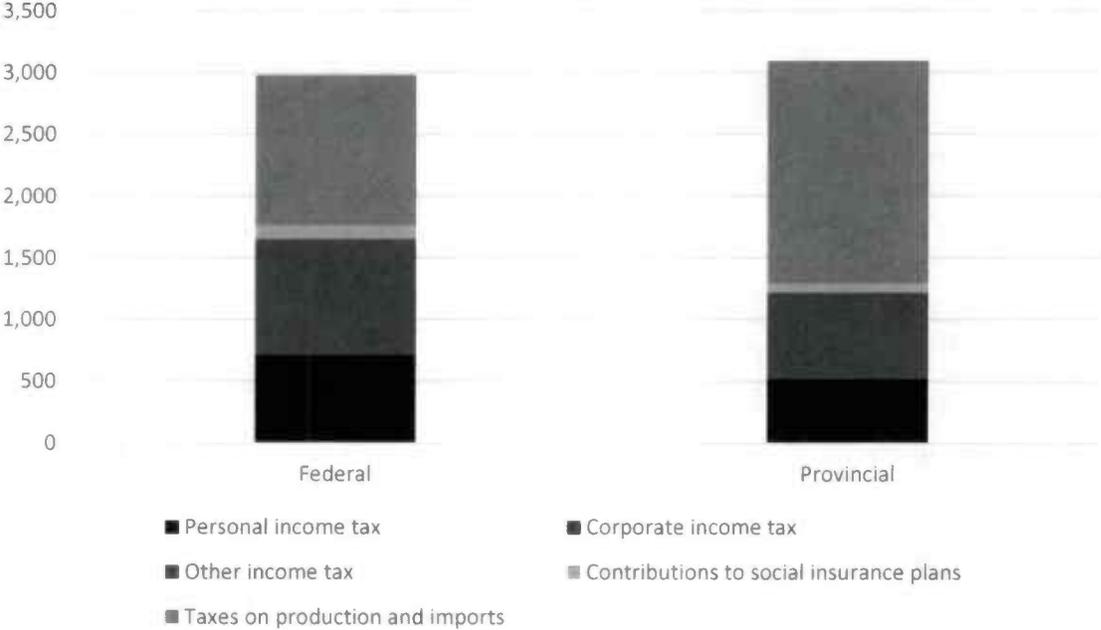
Table 7
Direct, indirect, and induced economic impacts of Canada's fishing, hunting, trapping, and sport-shooting economy, 2018

Key economic indicators	
GDP at market prices (\$ billions)	13.2
Labour income (\$ billions)	6.4
Employment, full-time equivalent	106,895
Government revenues (\$ billions)	6.1
Federal government revenues	3.0
Provincial government revenues	3.1

Sources: The Conference Board of Canada; Statistics Canada.

The direct, supply chain, and induced effects associated with these activities also have significant fiscal impacts. Fishing, hunting, trapping, and sport-shooting activities generated a total of \$6.1 billion in additional revenues for the federal and provincial governments in 2018. Chart 2 shows the federal and provincial tax revenue breakdown. The largest share of tax revenues come from taxes on production and imports.

Chart 2
Federal and provincial tax revenues from fishing, hunting, trapping, and sport-shooting activities, 2018
 (\$ millions)



Source: The Conference Board of Canada.

Fishing, hunting, trapping, and sport-shooting activities boost GDP in a number of industries through their direct, supply chain, and induced impacts. Table 8 shows the total economic footprint of these activities on the broad range of industries affected by them. Retail trade accounts for almost one-quarter of the GDP contribution. However, a variety of other industries also see notable boosts because of the economic footprint of these activities. Manufacturing accounts for \$1.6 billion of the total GDP impact, with most of that in transportation equipment manufacturing, hand tools and other metal product manufacturing, and petroleum and coal product manufacturing. Accommodation and food services accounts for \$1 billion, while finance, insurance, and other services accounts for \$1.1 billion.

Table 8
Fishing, hunting, trapping, and sport-shooting economic footprint by industry
(total direct, indirect, and induced impacts in 2018, \$ millions)

Sector	GDP at basic prices
Total GDP (basic prices)	10,434
Total goods sector	2,269
Agriculture and forestry	114
Fishing, hunting, and trapping	5
Mining	250
Utilities	180
Construction	138
Manufacturing	1,582
Petroleum and coal product	233
Cutlery, hand tools, and other fabricated metal product	267
Transportation equipment	495
Food	136
Other manufacturing	451
Business services	7,909
Wholesale and retail trade	3,425
Wholesale trade	924
Retail trade	2,501
Transportation and warehousing	441
Information and cultural	254
Finance, insurance, and real estate	1,126
Owner occupied dwellings	492
Professional, scientific, and technical services	459
Accommodation and food	1,021
Other services	691
Public Sector	256

Sources: The Conference Board of Canada; Statistics Canada.

Total impact by activity

Table 9 breaks down the total economic footprint by each of the four activities. Not surprisingly, fishing and hunting have the biggest economic footprint given that Canadians spent the most participating in these activities. In 2018, spending on fishing activities and supplies alone contributed \$7 billion to total GDP, supported an estimated 58,000 jobs across the country, and

generated \$3.5 billion in labour income. Hunting had a total impact on GDP of \$4.1 billion and supported 33,000 jobs. The impact of trapping on GDP was \$91 million, supporting 738 jobs. Sport-shooting expenditures contributed \$1.8 billion to GDP and supported 14,000 jobs.

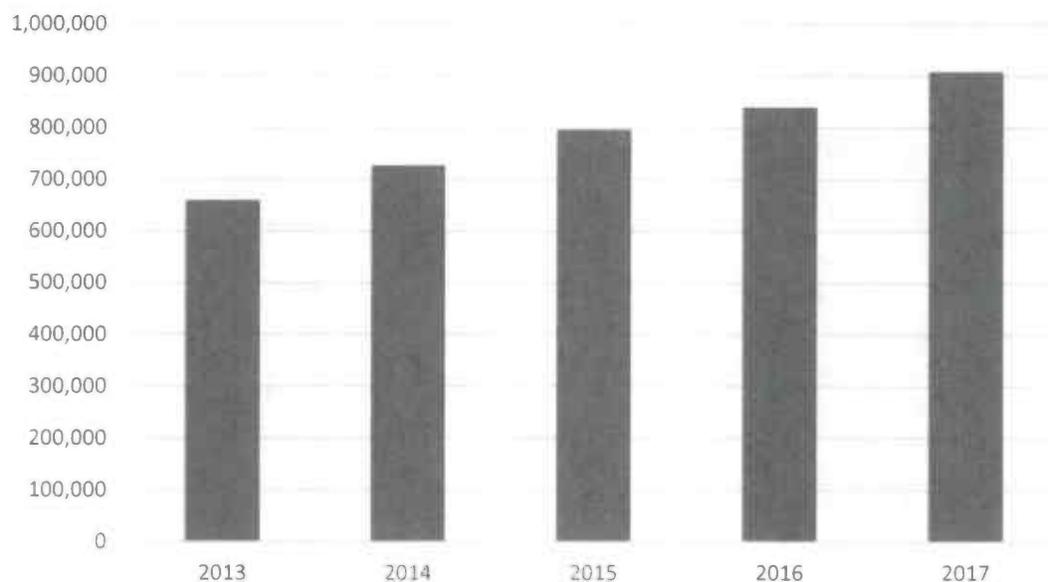
Table 9
Direct, indirect, and induced economic impacts by activity, 2018

Key economic indicators	Fishing	Hunting	Trapping	Sport shooting
GDP at market prices (C\$ millions)	7,222	4,128	91	1,803
Labour income (C\$ millions)	3,478	1,988	44	868
Employment, full-time equivalent	58,288	33,313	738	14,555

Sources: The Conference Board of Canada; Statistics Canada.

The increase in the number of registered firearms over the past few years may be a sign of the growing popularity of sport shooting.⁴ Between 2013 and 2017, the number of individuals or businesses with restricted registered firearms grew by almost 40 per cent.⁵

Chart 3
Number of restricted firearms registered to individuals or businesses



Source: Royal Canadian Mounted Police.

⁴ Elizabeth Thompson, "More than a million restricted, prohibited guns in Canada."

⁵ Royal Canadian Mounted Police, *Commissioner of Firearms 2017 Report*.

Provincial and territorial snapshots

Each of the provinces and territories total spending on fishing, hunting, trapping, and sport shooting along with the resulting economic footprint of these activities are summarized in Table 10. Predictably, Ontario and Quebec, the two largest provinces, spend the most and, consequently, experience the largest boost to GDP, jobs, and labour income among all the provinces and territories.

Table 10
Total spending on and economic impact of fishing, hunting, trapping, and sport shooting, 2018
(\$ millions)

Province/territory	Total spending (\$ millions)	GDP (\$ millions)	Employment, full-time equivalent	Labour income (\$ millions)	Provincial tax revenues* (\$ millions)
Newfoundland and Labrador	553	263	1,755	108	78
P.E.I.	31	28	285	12	7
New Brunswick	462	246	2,357	110	72
Nova Scotia	515	267	2,464	109	75
Quebec	4,092	3,182	29,076	1,550	846
Ontario	6,539	4,709	36,872	2,295	1,115
Manitoba	865	504	4,237	220	128
Saskatchewan	952	566	4,445	245	124
Alberta	2,352	1,758	11,655	875	263
B.C.	2,222	1,603	13,091	796	362
Yukon	79	29	209	15	4
N.W.T.	163	69	375	33	10
Nunavut	70	22	75	9	4
TOTAL	18,896	13,245	106,895	6,378	3,088

* Provincial tax revenues include the taxes collected by each province—they do not include federally collected taxes.
 Sources: The Conference Board of Canada; Statistics Canada.

The spending per activity in each of the provinces along with the economic footprint is discussed below.

Newfoundland and Labrador

Given that just over 20 per cent of the population in Newfoundland and Labrador partakes in recreational fishing, it is not surprising that fishing expenses make up almost half of the total spending on the four activities in the province. The GDP of the province is boosted by \$262.5 million, or 0.8 per cent of its total GDP, thanks to the fishing, hunting, trapping, and sport-shooting economy, which supports over 1,700 jobs in the province.

Table 11
Spending and total economic impact by activity in Newfoundland and Labrador, 2018

	Fishing	Hunting	Trapping	Sport shooting	Total
Spending (\$ millions)	264.2	191.3	4.5	93.1	553.2
GDP at market prices (\$ millions)	125.4	90.8	2.1	44.2	262.5
Employment, full-time equivalent	838	607	14	296	1,755
Labour income (\$ millions)	51.6	37.3	0.9	18.2	108.0
Provincial tax revenues* (\$ millions)	37.2	26.9	0.6	13.1	77.9

* Provincial tax revenues include the taxes collected by each province—they do not include federally collected taxes.
Sources: The Conference Board of Canada; Statistics Canada.

Prince Edward Island

A little over half of the total spending on the four activities in P.E.I. is on fishing, while sport shooting accounts for 30 per cent of spending. Sport shooting supports 85 jobs in the province, and fishing accounts for 150 of the total 285 jobs supported by the fishing, hunting, trapping, and sport-shooting economy. In total, the four activities contribute \$28 million to P.E.I.'s GDP (or 0.4 per cent).

Table 12
Spending and total economic impact by activity in P.E.I., 2018

	Fishing	Hunting	Trapping	Sport shooting	Total
Spending (\$ millions)	16.5	5.2	0.3	9.4	31.4
GDP at market prices (\$ millions)	15.0	4.7	0.3	8.5	28.4
Employment, full-time equivalent	150	47	3	85	285
Labour income (\$ millions)	6.5	2.0	0.1	3.7	12.4
Provincial tax revenues* (\$ millions)	3.8	1.2	0.1	2.2	7.3

* Provincial tax revenues include the taxes collected by each province—they do not include federally collected taxes.
Sources: The Conference Board of Canada; Statistics Canada.

New Brunswick

Among the four activities, hunting accounts for over 50 per cent of spending in New Brunswick and boosts GDP by \$134 million, supporting over 1,200 jobs. Over 68,000 residents in New Brunswick have firearms licences, which represents 10 per cent of the population in the province. Overall, spending on the four activities totalled \$462 million in 2018, supporting over 2,300 jobs and contributing \$245 million to GDP (or 0.7 per cent of the province's total GDP).

Table 13
Spending and total economic impact by activity in New Brunswick, 2018

	Fishing	Hunting	Trapping	Sport shooting	Total
Spending (\$ millions)	113.5	252.7	4.1	91.6	461.9
GDP at market prices (\$ millions)	60.3	134.3	2.2	48.7	245.5
Employment, full-time equivalent	579	1,289	21	468	2,357
Labour income (\$ millions)	27.1	60.3	1.0	21.9	110.2
Provincial tax revenues* (\$ millions)	17.8	39.5	0.6	14.3	72.3

* Provincial tax revenues include the taxes collected by each province—they do not include federally collected taxes.
Sources: The Conference Board of Canada; Statistics Canada.

Nova Scotia

As is the case in neighboring New Brunswick, hunting accounts most of the spending on the four activities in Nova Scotia, followed by fishing. The two activities together support over 1,800 jobs. Overall, spending on the four activities totalled \$515 million in 2018, boosting GDP by \$267 million (which is 0.6 per cent of the province's GDP) and supporting over 2,400 jobs.

Table 14
Spending and total economic impact by activity in Nova Scotia, 2018

	Fishing	Hunting	Trapping	Sport shooting	Total
Spending (\$ millions)	162.2	222.3	6.3	124.4	515.3
GDP at market prices (\$ millions)	84.1	115.2	3.3	64.5	267.0
Employment, full-time equivalent	776	1,063	30	595	2,464
Labour income (\$ millions)	34.3	47.0	1.3	26.3	109.0
Provincial tax revenues* (\$ millions)	23.7	32.5	0.9	18.2	75.3

* Provincial tax revenues include the taxes collected by each province—they do not include federally collected taxes.
Sources: The Conference Board of Canada; Statistics Canada.

Quebec

Spending in Quebec on fishing, hunting, trapping, and sport shooting totalled \$4.1 billion in 2018. This supported 29,000 jobs, contributed \$3.2 billion to GDP, or 0.7 per cent, and generated \$1.55 billion in labour income in the province. Fishing and hunting expenditures account for almost 90 per cent of total spending on the four activities. Anglers and hunters in Quebec make up just over 20 per cent of the national total.

Table 15
Spending and total economic impact by activity in Quebec, 2018

	Fishing	Hunting	Trapping	Sport shooting	Total
Spending (\$ millions)	2,215	1,368	13	497	4,092
GDP at market prices (\$ millions)	1,722	1,064	10	386	3,182
Employment, full-time equivalent	15,735	9,718	91	3,531	29,076
Labour income (\$ millions)	839	518	5	188	1,550
Provincial tax revenues* (\$ millions)	457.6	282.6	2.7	102.7	845.5

* Provincial tax revenues include the taxes collected by each province—they do not include federally collected taxes.
Sources: The Conference Board of Canada; Statistics Canada.

Ontario

With \$6.5 billion in spending in 2018, Ontario's fishing, hunting, trapping, and sport-shooting economy contributed \$4.7 billion to the province's GDP, or 0.6 per cent, and supported 36,900 jobs. As is the case in Quebec, fishing and hunting expenditures account for almost 90 per cent of total spending on the four activities. Ontario has 37 per cent of all anglers in the country, while the province's hunters make up 33 per cent of the national total. Ontario also has the highest share of trappers, at 21 per cent, as well as the highest share of recreational sport shooters, at 26 per cent of the national total.

Table 16
Spending and total economic impact by activity in Ontario, 2018

	Fishing	Hunting	Trapping	Sport shooting	Total
Spending (\$ millions)	3,835	1,961	39	705	6,539
GDP at market prices (\$ millions)	2,761	1,412	28	508	4,709
Employment, full-time equivalent	21,622	11,056	219	3,975	36,872
Labour income, (\$ millions)	1,346	688	14	247	2,295
Provincial tax revenues* (\$ millions)	654.0	334.4	6.6	120.2	1,115.3

* Provincial tax revenues include the taxes collected by each province—they do not include federally collected taxes.
Sources: The Conference Board of Canada; Statistics Canada.

Manitoba

A total of \$865 million was spent on fishing, hunting, trapping, and sport-shooting activities in Manitoba in 2018, with close to two-thirds of the spending going toward fishing expenses and almost one-third of the spending on hunting. This total spending left an economic footprint of over \$500 million, which is 0.7 per cent of the province's GDP, and supported over 4,200 jobs. Twelve per cent of Manitoba residents have fishing licences, so it is not surprising that fishing left the biggest economic footprint among the four activities.

Table 17
Spending and total economic impact by activity in Manitoba, 2018

	Fishing	Hunting	Trapping	Sport shooting	Total
Spending (\$ millions)	523.2	238.1	12.2	91.0	864.6
GDP at market prices (\$ millions)	305.0	138.8	7.1	53.1	504.0
Employment, full-time equivalent	2,564	1,167	60	446	4,237
Labour income, (\$ millions)	133.1	60.6	3.1	23.2	219.9
Provincial tax revenues* (\$ millions)	77.4	35.2	1.8	13.5	127.9

* Provincial tax revenues include the taxes collected by each province—they do not include federally collected taxes.
Sources: The Conference Board of Canada; Statistics Canada.

Saskatchewan

As is the case in neighbouring Manitoba, in 2018, two-thirds of spending in Saskatchewan on the four activities went toward fishing, while almost 30 per cent of the spending was on hunting. A total of \$952 million was spent on fishing, hunting, trapping, and sport-shooting activities that year, contributing \$566 million to the province's GDP, or 0.7 per cent, and supporting over 4,400 jobs. Fishing had the biggest economic impact, supporting almost 2,900 jobs and generating \$159 million in labour income. In Saskatchewan, over 167,000 residents, or 14 per cent of the province's population, have fishing licences.

Table 18
Spending and total economic impact by activity in Saskatchewan, 2018

	Fishing	Hunting	Trapping	Sport shooting	Total
Spending (\$ millions)	618	262	12	60	952
GDP at market prices (\$ millions)	367	156	7	36	566
Employment, full-time equivalent	2,885	1,224	54	282	4,445
Labour income, (\$ millions)	159	68	3	16	245
Provincial tax revenues* (\$ millions)	80.2	34.0	1.5	7.8	123.6

* Provincial tax revenues include the taxes collected by each province—they do not include federally collected taxes.
Sources: The Conference Board of Canada; Statistics Canada.

Alberta

A total of \$2.35 billion was spent on fishing, hunting, trapping, and sport-shooting activities in 2018, contributing \$1.8 billion to Alberta's GDP (0.5 per cent), supporting 11,700 jobs, and generating \$875 million in labour income. As in most of the provinces, fishing accounts for the largest share of expenditures in Alberta. Spending on hunting and sport shooting in the province is also relatively high, accounting for 25 per cent and 18 per cent of total spending, respectively, in 2018. Both hunting and sport shooting are popular activities in Alberta. Over 300,000 people living in the province have firearms licences, which is 14 per cent of the national total.

Table 19
Spending and total economic impact by activity in Alberta, 2018

	Fishing	Hunting	Trapping	Sport shooting	Total
Spending (\$ millions)	1,313	593	17	429	2,352
GDP at market prices (\$ millions)	982	443	13	321	1,758
Employment, full-time equivalent	6,506	2,937	85	2,127	11,655
Labour income, (\$ millions)	488	220	6	160	875
Provincial tax revenues* (\$ millions)	146.9	66.3	1.9	48.0	263.1

* Provincial tax revenues include the taxes collected by each province—they do not include federally collected taxes.
Sources: The Conference Board of Canada; Statistics Canada.

British Columbia

Like Alberta, fishing makes up most of the spending in B.C. on the four activities combined, though spending on both hunting and sport shooting is also high. In total, \$2.2 billion was spent on fishing, hunting, trapping, and sport-shooting activities in the province in 2018. This spending boosted B.C.'s GDP by \$1.6 billion (0.5 per cent), supported over 13,000 jobs, and generated almost \$800 million in labour income. Just under 290,000 people living in B.C. have firearms licences, and 16 per cent of the nation's sport-shooting recreationalists come from the province.

Table 20
Spending and total economic impact by activity in B.C., 2018

	Fishing	Hunting	Trapping	Sport shooting	Total
Spending (\$ millions)	1,159	593	15	455	2,222
GDP at market prices (\$ millions)	836	428	11	328	1,603
Employment, full-time equivalent	6,830	3,493	88	2,680	13,091
Labour income, (\$ millions)	415	212	5	163	796
Provincial tax revenues* (\$ millions)	188.8	96.6	2.4	74.1	361.8

* Provincial tax revenues include the taxes collected by each province—they do not include federally collected taxes.
Sources: The Conference Board of Canada; Statistics Canada.

The territories

Hunting is a large part of Indigenous culture and tradition and plays an important role in subsistence. In Nunavut, 86 per cent of the population is Indigenous, and in Northwest Territories, the share of the Indigenous population is 51 per cent. Comparatively, Yukon's Indigenous peoples make up a lower share of the territory's population, at 23 per cent.⁶ Spending on hunting is relatively high in all three territories, particularly in Nunavut and N.W.T., making up 69 and 89 per cent, respectively, of total spending on all four activities in the two territories. In Yukon, fishing is more popular and accounts for over half of the spending, while hunting makes up 35 per cent of the total. Among the territories, in 2018, N.W.T. had the highest spending on fishing, hunting, trapping, and sport shooting combined, at \$163 million, followed by Yukon with \$79 million and Nunavut with \$70 million in total spending. This spending supported 659 jobs in the territories and left an economic footprint of \$120 million, or 1.1 per cent of the total territorial GDP.

⁶ Statistics Canada, *Census Program Viewer, 2016 Census*.

Table 21

Spending and total economic impact by activity in the territories, 2018

Yukon					
	Fishing	Hunting	Trapping	Sport shooting	Total
Spending (\$ millions)	45.0	27.6	2.8	3.9	79.2
GDP at market prices (\$ millions)	16.4	10.0	1.0	1.4	28.9
Employment, full-time equivalent	119	73	7	10	209
Labour income, (\$ millions)	8.5	5.2	0.5	0.7	14.9
Provincial tax revenues* (\$ millions)	2.3	1.4	0.1	0.2	4.1

Northwest Territories					
	Fishing	Hunting	Trapping	Sport shooting	Total
Spending (\$ millions)	37.2	113.0	3.4	9.6	163.3
GDP at market prices (\$ millions)	15.7	47.8	1.4	4.1	69.0
Employment, full-time equivalent	85	260	8	22	375
Labour income, (\$ millions)	7.6	23.1	0.7	2.0	33.3
Provincial tax revenues* (\$ millions)	2.3	7.0	0.2	0.6	10.1

Nunavut					
	Fishing	Hunting	Trapping	Sport shooting	Total
Spending (\$ millions)	2.6	62.3	1.7	3.3	70.0
GDP at market prices (\$ millions)	0.8	19.3	0.5	1.0	21.7
Employment, full-time equivalent	3	67	2	4	75
Labour income, (\$ millions)	0.3	7.9	0.2	0.4	8.8
Provincial tax revenues* (\$ millions)	0.1	3.2	0.1	0.2	3.6

* Provincial tax revenues include the taxes collected by each province—they do not include federally collected taxes.
Sources: The Conference Board of Canada; Statistics Canada.

Summary

Fishing, hunting, trapping, and sport shooting are recreational activities that are an important part of Canadian culture and tradition and leave a notable economic footprint. Directly affected firms include retailers that serve those taking part in these activities, such as fishing, hunting, and trapping stores and other outdoor activity retailers, as well as lodging and food service providers, like restaurants. In addition to the value added that is directly attributable to these activities, there are economic effects that directly affected firms generate within the economy through their demand for intermediate inputs and support services. Finally, there are spillover effects when employees and business owners of directly and indirectly affected firms spend their earnings and profits elsewhere in the economy.

The Conference Board estimates that the four activities combined directly contributed \$5 billion to the Canadian economy in 2018. When including the supply-chain and induced impacts, the total economic footprint of the fishing, hunting, trapping, and sport-shooting economy was valued at \$13.2 billion in 2018. This increase in economic activity supported almost 107,000 jobs and generated \$6.4 billion in labour income. The direct, indirect, and induced effects associated with these activities also had notable fiscal implications, generating a combined \$6.1 billion in federal and provincial tax revenues in 2018.

Many industries are affected by the fishing, hunting, trapping, and sport-shooting economy through its direct, supply-chain, and induced impacts. Retail trade accounts for almost one-quarter of the total GDP contribution. However, a variety of other industries also profit thanks to the economic footprint of these activities. Manufacturing sees notable benefits, with most gains in transportation equipment manufacturing, in hand tools and other metal product manufacturing, and in petroleum and coal product manufacturing. Services industries that also experience a large economic impact include accommodation and food services as well as finance, insurance, and other related services.

Appendix A: Survey questions

The Conference Board of Canada administered a confidential survey to collect information on spending habits related to fishing, hunting, trapping, and sport shooting. The survey questions are listed below.

Descriptive Stats

Q1

What is your province or territory of residence?

- Newfoundland and Labrador
- Prince Edward Island
- New Brunswick
- Nova Scotia
- Quebec
- Ontario
- Manitoba
- Saskatchewan
- Alberta
- British Columbia
- Yukon
- Northwest Territories
- Nunavut

Q2

Which category below includes your age?

- 17 or younger
- 18–24
- 25–34
- 35–44
- 45–54
- 55–64
- 65 or older

Fishing

Q3

Have you spent time fishing over the past 12 months?

- No
- Yes

Q3A

What is your primary motivation for fishing?

- Recreation/Enjoy outdoors
- Family/Friends/Tradition
- Employment/Income

- Food/Sustenance

Q3B

How many days did you go fishing during the past year? Please answer with a number such as 2 or 40.

The following questions ask about the type of fishing expenditures you made over the past year.

Q3C

How much did you spend on gasoline and other fuels to go fishing over the past year? Include in this estimate spending on gasoline, diesel, propane, naphtha, etc., used while fishing and spending on fuel to travel to a destination for fishing.

Please enter a number value rounded to the nearest dollar; if you spent \$150, enter 150. If you did not spend anything, enter 0.

Q3D

How much did you spend on travel and travel services for the purpose of fishing over the past year? Included in this category are expenditures specific to a fishing trip such as vehicle rentals, accommodation, food, airfare, fishing charters and fishing guide services. Exclude amounts spent on fuel for travel to a destination.

Please enter a number value rounded to the nearest dollar; if you spent \$150, enter 150. If you did not spend anything, enter 0.

Q3E

What percentage of this travel spending was outside your province of residence?

- 0%
- 1–20%
- 21–40%
- 41–60%
- 61–80%
- 81–100%

Q3F

Which province/territory did you spend the majority of your out-of-province travel expenditures?

- Newfoundland and Labrador
- Prince Edward Island
- New Brunswick
- Nova Scotia
- Quebec
- Ontario
- Manitoba
- Saskatchewan
- Alberta
- British Columbia
- Yukon
- Northwest Territories

- Nunavut
- Outside of Canada

Q3G

During the past year, have you purchased a boat, canoe, kayak, motor, trailer or something similar (a significant asset not purchased every year/on a regular basis) primarily for fishing?

- No
- Yes

Q3H

How much did you spend to purchase a boat, canoe, kayak, motor, trailer or something similar for fishing?

Please enter the value rounded to the nearest dollar. If you spent \$5,000, enter 5000.

Q3I

How much did you spend on other products/services directly related to fishing over the past year? Included in this category are licences, gear (such as rods, reels, tackle, bait, electronics, safety equipment) and any other expenditures not covered in the previous questions.

Please enter a number value rounded to the nearest dollar; if you spent \$150, enter 150. If you did not spend anything, enter 0.

Hunting

Q4

Have you spent time hunting (not including trapping) over the past 12 months?

- No
- Yes

Q4A

What is your primary motivation for hunting?

- Recreation/Enjoy outdoors
- Family/Friends/Tradition
- Employment/Income
- Food/Sustenance

Q4B

How many days did you spend hunting during the past year? Please answer with a number such as 2 or 40.

The following questions ask about the type of hunting expenditures you made over the past year.

Q4C

How much did you spend on gasoline and other fuels to go hunting over the past year? Include in this estimate spending on gasoline, diesel, propane, naphtha, etc., used while hunting and spending on fuel to travel to a destination for hunting.

Please enter a number value rounded to the nearest dollar; if you spent \$150, enter 150. If you did not spend anything, enter 0.

Q4D

How much did you spend on travel and travel services for the purpose of hunting over the past year? Included in this category are expenditures specific to a hunting trip such as vehicle rentals, accommodation, food, airfare or hunting guide services. Exclude amounts spent on fuel for travel to a destination.

Please enter a number value rounded to the nearest dollar; if you spent \$150, enter 150. If you did not spend anything, enter 0.

Q4E

What percentage of this spending on travel was outside your province of residence?

- 0%
- 1–20%
- 21–40%
- 41–60%
- 61–80%
- 81–100%

Q4F

Which province/territory did you spend the majority of your out-of-province travel expenditures?

- Newfoundland and Labrador
- Prince Edward Island
- New Brunswick
- Nova Scotia
- Quebec
- Ontario
- Manitoba
- Saskatchewan
- Alberta
- British Columbia
- Yukon
- Northwest Territories
- Nunavut
- Outside of Canada

Q4G

During the past year, have you purchased a boat, canoe, ATV/UTV, trailer, property or something similar (a significant asset not purchased every year/on a regular basis) primarily for hunting?

- No
- Yes

Q4H

How much did you spend during the last year purchasing a boat, canoe, ATV/UTV, trailer, property or something similar?

Please enter the value rounded to the nearest dollar. If you spent \$5,000, enter 5000.

Q4I

How much did you spend on ammunition, firearms/bows and optics directly related to hunting over the past year?

Please enter a number value rounded to the closest dollar; if you spent \$150, enter 150. If you did not spend anything, enter 0.

Q4J

How much did you spend on other products/services directly related to hunting over the past year? Included in this category are licences, leases, gear (such as hunting-specific clothing, knives, game calls, treestands/blinds, attractants, bait/mineral/foodplots, decoys, cameras, meat processing, etc.) and any other expenditures not covered in the previous questions.

Please enter a number value rounded to the closest dollar; if you spent \$150, enter 150. If you did not spend anything, enter 0.

Trapping

Q5

Have you spent time trapping over the past 12 months?

- No
- Yes

Q5A

What is your primary motivation for trapping?

- Recreation/Enjoy outdoors
- Family/Friends/Tradition
- Employment/Income
- Food/Sustenance

Q5B

How many days did you trap during the past year? Please answer with a number such as 2 or 40.

The following questions ask about the type of trapping expenditures you made over the past year.

Q5C

How much did you spend on gasoline and other fuels for the purpose of trapping over the past year? Include in this estimate spending on gasoline, diesel, propane, naphtha, etc., used while trapping and spending on fuel to travel to a destination for trapping.

Please enter a number value rounded to the nearest dollar; if you spent \$150, enter 150. If you did not spend anything, enter 0.

Q5D

How much did you spend on travel and travel services for the purpose of trapping over the past year? Included in this category are trapping specific expenditures on vehicle rentals, accommodation, food, airfare, or other travel expenditures. Exclude amounts spent on fuel for travel to a destination.

Please enter a number value rounded to the nearest dollar; if you spent \$150, enter 150. If you did not spend anything, enter 0.

Q5E

What percentage of this spending in the last year was outside your province of residence?

- 0%
- 1–20%
- 21–40%
- 41–60%
- 61–80%
- 81–100%

Q5F

Which province/territory did you spend the majority of your out-of-province travel expenditures?

- Newfoundland and Labrador
- Prince Edward Island
- New Brunswick
- Nova Scotia
- Quebec
- Ontario
- Manitoba
- Saskatchewan
- Alberta
- British Columbia
- Yukon
- Northwest Territories
- Nunavut
- Outside of Canada

Q5G

During the past year, have you purchased a canoe, boat, motor, snowmobile, ATV, sleigh or something similar (a significant asset not purchased every year/on a regular basis) primarily for trapping?

- No
- Yes

Q5H

How much did you spend during the last year purchasing a canoe, boat, motor, snowmobile, ATV, sleigh or similar item?

Please enter the value rounded to the nearest dollar. If you spent \$5,000, enter 5000.

Q5I

How much money did you spend on other products/services for trapping over the past year? Include the following type of expenditures: licences, gear (such as traps, snares, stretching/skinning boards, chainsaw, firearms, ammunition, bait, building materials, tanning, tools/knives, etc.) and trapline improvements.

Please enter a number value rounded to the closest dollar; if you spent \$150, enter 150. If you did not spend anything, enter 0.

Sport Shooting

Q6

Have you spent time sport shooting over the past 12 months?

- No
- Yes

Q6A

What is your primary motivation for sport shooting?

- Recreation
- Family/Friends/Tradition
- Competition

Q6B

How many times have you gone sport shooting over the past year?

Please answer with a number such as 2 or 40.

The following questions ask about the type of sport-shooting expenditures you made over the past year.

Q6C

How much did you spend on travel and travel services for the purpose of sport shooting over the past year? Included in this category are expenditures on vehicle rentals, accommodation, food, airfare, or other travel expenditures specifically to partake in sport shooting.

Please enter a number value rounded to the nearest dollar; if you spent \$150, enter 150. If you did not spend anything, enter 0.

Q6D

What percentage of this spending in the last year was outside your province of residence?

- 0%
- 1–20%
- 21–40%
- 41–60%
- 61–80%
- 81–100%

Q6E

Which province/territory did you spend the majority of your out-of-province travel expenditures?

- Newfoundland and Labrador
- Prince Edward Island
- New Brunswick
- Nova Scotia
- Quebec
- Ontario
- Manitoba
- Saskatchewan
- Alberta
- British Columbia
- Yukon
- Northwest Territories
- Nunavut
- Outside of Canada

Q6F

How much money did you spend on firearms and ammunition for the purpose of sport shooting over the past year?

Please enter a number value rounded to the closest dollar; if you spent \$150, enter 150. If you did not spend anything, enter 0.

Q6G

How much money did you spend on other sport-shooting products/services over the past year (excluding travel and firearms and ammunition)? Include in this answer spending on memberships, training courses, safety equipment, targets/clays or any other supplies directly related to sport shooting.

Please enter a number value rounded to the closest dollar; if you spent \$150, enter 150. If you did not spend anything, enter 0.

Appendix B: Bibliography

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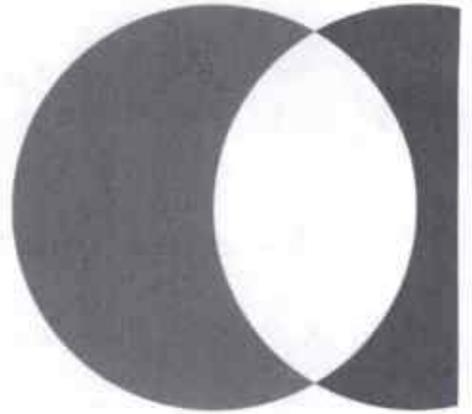
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Where insights meet impact





City of
Prince Albert

CORR 22-68

TITLE: Letters of Concern regarding Public Transportation Services

DATE: July 12, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

That the Correspondences be received and referred to the Public Works Department.

PRESENTATION: NONE

ATTACHMENTS:

1. Prince Albert Early Childhood Council Letter dated June 6, 2022
2. Janine Van Nes Letter dated June 24, 2022
3. Lydia McRury Letters received June 24, 2022
4. Sandra Greenwood Letter received June 24, 2022

Written by: Various Residents

Savannah Price

From: admin@princealbertchildcare.ca
Sent: Tuesday, June 28, 2022 4:23 PM
To: terra@terralennoxzepp.ca; City Clerk
Subject: Letter to City Council Re: Bussing System
Attachments: ECC letter to the City PA busses.doc

RECEIVED
JUN 28 2022
CITY CLERK
Executive Committee

You don't often get email from admin@princealbertchildcare.ca. [Learn why this is important](#)

Hello,

I am Jodene Demorest, and I am a part of an organization called Early Childhood Council. We are a group of individuals from larger organizations that have an invested interest in children 0 to 5 years old. We all provided services to families with young children.

I have attached a letter from our organization on how the current bus system is hindering the growth and development of Prince Albert young families. We would like this presented to all the city councillors and the mayor, please.

Thank you for your time in this matter.

kindest regards,



Jodene Demorest
Executive Director
Phone: 306-922-5352
Email: admin@princealbertchildcare.ca
199 6th Street East
Prince Albert, Sk S6V 0M9
www.princealbertchildcare.ca

Recommended Disposition:

Refer to
Public Works

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

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

June 6, 2022

To Whom It May Concern:

Greetings on behalf of the Early Childhood Council of Prince Albert, we hope this finds you well. We are reaching out to you to express the Council's concern regarding challenges with public transportation services within the city.

The members of the Early Childhood Council support vulnerable families with young children within the city, who rely on public transportation to access medical, educational and other necessities. Many of the families the Council serves experience multiple challenges that impede the betterment of their circumstances and full participation in the community.

The Council would like to draw attention to the current level of public transportation service that is not being provided in our city and how this has created an additional and unnecessary barrier for families in accessing employment, supports, services, schools, groceries, kids' sports, and various other activities of daily living. Like the vessels that support our lives, the infrastructure of a city's transportation is critical to not only support its residents and businesses, but the wellbeing of a city as a whole. Vulnerable families in particular can not afford other modes of transportation to maintain aspects of daily living, and thus rely on a robust, affordable and predictable public transportation system.

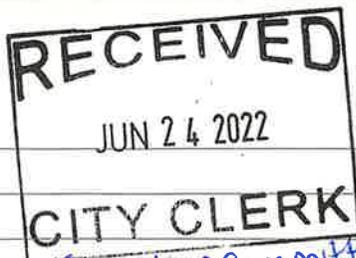
We would respectfully request that the City of Prince Albert address the needs of its vulnerable citizens and seek to provide a public transportation service that is adequate and affordable that families can confidently utilize to maintain and expand their circumstances.

Sincerely,

Julie Stocki – Committee co-chair
(On Behalf of the Prince Albert Early Childhood Council)

List of Early Childhood Council Organizations:

- Prince Albert Childcare Co-operative Association
- Ronald McDonald House Charities Saskatchewan, Ronald McDonald Family Room-Victoria Hospital
- YWCA Prince Albert
- Prince Albert Literacy Network (PALN)
- Family Futures Inc.
- Prince Albert Aboriginal Head Start
- Prince Albert Early Years Family Resource Centre (PAEYFRC)
- Prince Albert Early Childhood Intervention Program (ECIP)
- Prince Albert KidsFirst
- Intrinsic Mental Health Services



Executive Committee

June 24/22

We need proper bus service, at least four routes at all times, even if it's a school bus or something similar. People need to get to work, to appointments, run errands, etc. & not everyone can afford a taxi all the time, or at all.

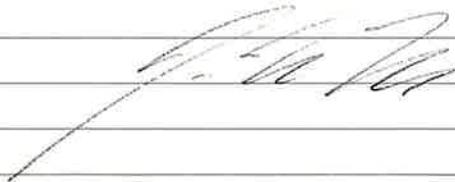
The prices should be reduced for the fare with constant disruptions & missing buses. We should be encouraging people to take public transport, but when there literally isn't a bus on several routes, that's not possible.

Prince Albert's reputation is being diminished by having such a poor transit system.

Worst case scenario, bus routes could be alternated so there is, at least a bus every hour. That is certainly better than no bus.

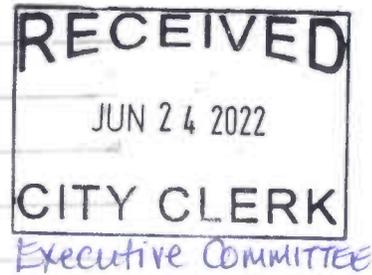
Thank you for your attention.

Jarvine Van Nes
1006-795-15th Ave E
Northcote Manor



Recommended
Disposition:

Refer to
Public Works



City council → Greg Dion

please could you supplement
us if we need to use the city
cabs to get us to where we need
to go. as there is no west flat, East
hill and all day busses are not
running.

Recommended
Disposition:

Refer to
Public Works

Thankx

Lydia McRury
411- 1st Ave. East
P.A. SK 560682

Lydia McRury

We need buses that are for handicap people with a lower ~~to~~ cost of the Senior's Bus Pass like 20-dollars/month. Do not use School buses because seniors with problems in walking or lifting their legs to high and winter use there is no way to hold onto anything when boarding the bus. And do not use city buses for school students as they can use the school buses that are available.

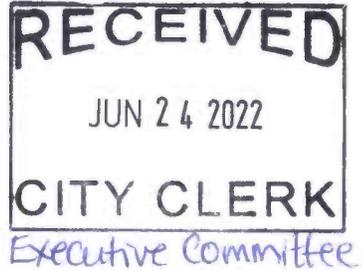
how about paying for a cab driver as they are just about asking for the supplement to pay?
~~Thank~~ Lydia M=RURY

Lydia M=Rury

411- ~~4th floor~~ 1st Ave E

Sherman Towers.

SGV 692



**Recommended
 Disposition:**

Refer to
Public Works

RECEIVED

JUN 24 2022

CITY CLERK

Executive Committee

Recommended
Disposition:

Refer to
Public Works

To City Council

Ride the buses almost daily. The current price of \$30 is ridiculous. The service really is inefficient and poor. Something should be done promptly to remedy the serious situation.

Sandra Greenwood

#810-888-1st Ave E

P.O. Box

56V662



City of
Prince Albert

CORR 22-69

TITLE: Request to Implement Downtown Municipal Business Tax Incentives

DATE: July 12, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

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

PRESENTATION: NONE

ATTACHMENTS:

1. Letter received June 8, 2022

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

Savannah Price

From: ptrusty@sasktel.net
Sent: Wednesday, June 8, 2022 9:33 AM
To: City Clerk
Subject: Downtown Incentive Program
Attachments: Incentive Program Board Approved.docx

RECEIVED
JUN 08 2022
CITY CLERK
EXECUTIVE COMMITTEE

You don't often get email from ptrusty@sasktel.net. [Learn why this is important](#)

Please see the attached Report that was approved by PADBID Board at a recent Meeting. Please have this forwarded to City Council for consideration.

Thank you.
Have a good day!

Perry Trusty
Executive Director
Prince Albert Downtown BID
306-763-1802

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

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**Recommended
Disposition:**
*Refer to Planning
& Development*



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 22-72

TITLE: Request to Implement Bylaw to Prohibit Stunting

DATE: July 12, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

That the Correspondence be received and referred to the Public Works and Community Services Departments.

PRESENTATION: NONE

ATTACHMENTS:

1. Letter dated June 29, 2022

Written by: Rena Noble, Acting Board Secretary, Prince Albert Board of Police Commissioners

**Prince Albert Board of Police
Commissioners**

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



June 29, 2022

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



Dear Mayor and Council,

RE: Bylaw to Prohibit Stunting in the City of Prince Albert

At the June 22, 2022 Board of Police Commissioners meeting, the Board discussed concerns with respect to stunting within city-owned parking lots, namely the Art Hauser Centre. The noise created by stunting causes a disturbance to nearby properties and damages valuable property and landscaping. More importantly, stunting has the potential to cause serious injury to the driver, passenger and/or innocent bystanders.

Accordingly, the Board respectfully requests that City Council consider implementing a bylaw to prohibit stunting in the City of Prince Albert. In addition, the Board recommends that cameras be installed in the parking lot at the Art Hauser Centre to ensure that any instances of stunting are captured on video and the owner of the vehicle be penalized as per the fines and penalties approved within the bylaw.

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

Regards,

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

Rena Noble
Acting Board Secretary
Prince Albert Board of Police Commissioners

**Recommended
Disposition:**
Refer to Public
Works & Community
Services Dept.

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



City of
Prince Albert

CORR 22-73

TITLE: Request to Restrict Speed Limits within School Zones

DATE: July 12, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

That the Correspondence be received and referred to the Public Works Department.

PRESENTATION: NONE

ATTACHMENTS:

1. Letter dated June 29, 2022

Written by: Rena Noble, Acting Board Secretary, Prince Albert Board of Police Commissioners

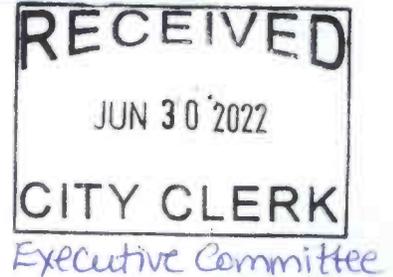
**Prince Albert Board of Police
Commissioners**

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



June 29, 2022

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



Dear Mayor and Council,

RE: Amendment to Traffic Bylaw No. 35 of 2020

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

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

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

Regards,

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

Rena Noble
Acting Board Secretary
Prince Albert Board of Police Commissioners

**Recommended
Disposition:**

Refer to
Public Works

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



City of
Prince Albert

CORR 22-74

TITLE: Request to Improve the Planning & Budgeting of City Beautification

DATE: July 12, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

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

PRESENTATION: NONE

ATTACHMENTS:

1. Letter received July 6, 2022

Written by: Lorelle Meyer

RECEIVED
JUL 06 2022
CITY CLERK

Executive Committee

Terri Mercier

From: Mayor
Sent: Wednesday, July 6, 2022 8:22 AM
To: Terri Mercier
Subject: FW: City Beautification
Attachments: City Beautification18710cfe-d90b-4b22-9f58-47b1dea50ab8.docx

Good morning Terri,

The attached letter is addressed to Mayor and Council so it is being forwarded to you for your review.

Thank you,

Renee Horn

Recommended Disposition:

Refer to Community Services

-----Original Message-----

From: noreply@citypa.com <noreply@citypa.com> On Behalf Of Lorelle Meyer
Sent: Tuesday, July 5, 2022 7:42 AM
To: Mayor <mayor@citypa.com>
Subject: City Beautification

[You don't often get email from lormey2@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Please see attached letter regarding the care of our city at present. As a tax payer, I am very disappointed driving through our city and know that more can be done to make this city beautiful once more.

Origin: <https://www.citypa.ca/Modules/contact/search.aspx?s=I82X5exjK422E8HPIUsqZdAJgeQuAleQuAl>

This email was sent to you by Lorelle Meyer<lormey2@gmail.com> through <https://www.citypa.ca/>.

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Lorelle Meyer
1400 Riverside Drive
RR5 Site 21 Comp 1 Stn MPP
Prince Albert, SK.
S6V 5R3

Attention: Mayor Greg Dionne and City Council Members,

The arrival of summertime sunshine has thousands of Prince Albert citizens outside in their yards, cleaning, purchasing plants, digging and planting, mowing, repairing fences and exteriors, and spending money locally, all with the common goal of beautification, not only for themselves but for their community. I am thankful for the work of service clubs for their work and gift of incredible bike and walking paths and playground additions. I feel it is time that the 'City of Prince Albert' participate and work towards a similar goal. I would be very happy to see my tax money spent towards this.

As a resident of Prince Albert since childhood, I remember the pride once taken in making our city beautiful as thousands of tourists drove through, on their way to northern lake and park destinations. Ivy on fences, barrels of flowers, cared for paths, hanging baskets, manicured grass and cleaned paths and roadways. In the past few years I have been disappointed and saddened in the lack of care taken and money allocated towards making our city attractive during the summer months. I can say I have actually been embarrassed, not proud of our city. A visually appealing community, either neighborhood or downtown area, or even one roadway through the city (2nd Avenue) improves our city image, making our city a welcoming place for our citizens and visitors.

I am interested to know how much of our budget is allocated to summer work. I think that it is time to improve the planning and budgeting of city beautification as it has deteriorated.

Our neighboring city of Saskatoon is a joy to visit in the summer, driving down streets that have obviously been 'perked up' for the summer months with the addition of flowers and flags. In visiting small towns, I have seen greater care to beautification than that given to my own community of Prince Albert.

Ideas are endless! A recent search on the internet of 'city beautification' ideas provided ideas for banner programs such as public art banners, town centre and other community banners. Banners on light posts add colour and interest and enhance community aesthetics. An idea would be engaging local artists to create artwork for banners as part of a competition with a theme (for example: Gateway to the North – a series of banners for our bridge). Below is an example of a City of Nanaimo contest and banners located in North Vancouver. I love the idea of the attractive lake and forest banners that could line our otherwise sad concrete bridge.

STREET BANNER DESIGN CONTEST

Submit design no later than Friday, February 28, 2020



The addition of flower barrels along boulevards is an attractive feature that enhances public spaces with instant colour and beauty. In reading the 'City of Saskatoon Seasonal Planter Program' I read that they have over 700 pots in inventory. I have personally loved to see these planters line their city streets....such beauty! The City of Regina maintains 400 pots and 48 flower beds, planting 40,000 plants annually I am curious as to the number of pots in the City of Prince Albert current inventory. Having these pots distributed in areas throughout our city would certainly add to the beautification of it and would surely be noticed and appreciated by citizens and visitors alike.



The addition of hanging baskets in our downtown area as well as along 2nd avenue and other busy streets not only adds to the beauty of our city, but would also certainly contribute positively to the mental well-being of residents and visitors. Perhaps an 'Adopt a Basket' program can be planned as in other municipalities. I have been to small towns that have the two hanging baskets with a small sign plate above of the business or citizen who donated to pay for the basket. This provides additional advertising for donating businesses as well.

These are only a few ideas that I hope to see happen in our community. I want to feel proud of my city, knowing that when our tourists and visitors drive through our city, they take note of how well maintained and pretty it is rather than what they have been seeing in past years. A simple example of this is the sign that sat on the 'flower bed' of the Rawlinson Centre of the Arts with a message about new flower beds soon. It remained a mess at the end of the bridge for the summer. A year later I see straw and a few plants placed.

Other areas that I feel greater attention needs to be given this season:

*Maintain the pathways and grass along the upper part of 2nd avenue. Businesses need to clean the garbage in front. Overflowing garbage cans such as that in front of KFC are unsightly.

*Replant vines along the fence dividing the 2nd Avenue hill. They were once beautiful, but yes, required maintenance. The recent cleaning of the metal fence has left the fence looking dirty, not a nice clean black.

*Add something natural and beautiful below the HUGE sign on the corner of 15th St. and 2nd Avenue. The paving of this section was so disappointing to see, just as the cement obstructing the river view on our only bridge.

*The mall owner/manager must add to his outdoor public spaces with colour, planters, flowers, shrubs. It is an eyesore.

It has been a long winter and previous years with the pandemic. Now is a time to lift spirits in our city. In addition to feeling greater pride in our home city, the incorporation of natural beauty such as flower pots and planters, or eye-catching beauty through colourful banners will certainly increase feelings of positivity and well-being. When residents feel greater pride in the beauty of where they live, perhaps less will happen to detract from it (such as vandalism or graffiti). How nice it will also be to have our visiting friends positively comment on our city, and perhaps more will stop and support local businesses on their way to their cabins and camping spots.

I look forward to seeing our city work towards beautification as much as I personally have in my many years as a citizen of Prince Albert.

Thank you for taking the time to read and reflect on my letter, suggestions and message.

Sincerely,
Lorelle Meyer
1400 Riverside Drive
Prince Albert, SK.



City of
Prince Albert

CORR 22-75

TITLE: Concerns regarding Poplar Tree Seed on Woodman Crescent

DATE: July 14, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

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

PRESENTATION: NONE

ATTACHMENTS:

1. Letter dated July 4, 2022

Written by: George Meyer

JUL 05 2022

RECEIVED
Executive Committee
JUL 07 2022
CITY CLERK

1028 Woodman Cres
Prince Albert, SK
July 4, 2022

P.A. City Council
City of Prince Albert

Recommended
Disposition:
Refer to Comm
Services

Members of City Council;

I am writing this letter of concern again. It is poplar tree seed time at Woodman Cres. We are being flooded with the light feathery seed. It is a real problem. Our lawns get white as if covered with snow. Every year this problem gets worse. It makes a lot of extra work for house owners - the air conditioner must be vacuumed or it clogs up. The eavestroughs must be cleaned or it gets in the house. It can not be too good for our health especially for people with respiratory problems.

If you don't clean the light feathery stuff with a vacuum, rain will stick it to the surface and you have to scrape it off. The trees near our place are extremely loaded with this seed.

Something must be done by the city. These poplar trees are all on city property. If you can not afford to take down all of these trees, start by taking down a few every year. If possible, all of these poplar trees should be removed.

Please reply to my concern. Come over and see the trees for yourself.

Yours truly
George Meyer



City of
Prince Albert

CORR 22-76

TITLE: Concerns regarding Environmental Impacts of Land & Construction

DATE: July 14, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

That the Correspondence be received as information and filed.

PRESENTATION: NONE

ATTACHMENTS:

1. Letter received July 7, 2022

Written by: Tatiana Schatten

Receive
as Info
File

Dear P.A. City Council

I read that you are building a sprawling arena, and have made it "eco-friendly" by reducing its "carbon footprint." But consider: what matters a carbon footprint if nature is destroyed? Reducing the carbon is not alone going to help the environment. If you really want to be eco-friendly, reduce unneeded destruction of nature, and when I say unneeded, I mean that which does not be placed under the category of a life necessity. Even there, you should only build houses when there is an actual shortage of houses for sale. Building small and upwards will help the environment more, if you are worried about that. Also, you must consider that you are destroying the homes of many wild creatures and plants. I am sure none of you would appreciate having your homes knocked

down without compensation for a sports arena, then why do it to other living beings. Also, talking about nature, there is very little for nature enthusiasts for those living in Prince Albert, the same for Artists (there is only one store) and people who are not interested in sports. You should not be taxing people who will never use the arena to build this sports building. It is dishonest. I am not a tax payer, but I am speaking for someone I know who is. Finally, please build something enjoyable for more diverse people than playgrounds. We already have plenty of playgrounds and they are useless to everyone but children. Again, it is unfair to tax people who don't even use them, for these edifices. Something like the flower garden which used to grace the centre of Kinsmen Park could be enjoyed by everyone. Why was that taken away? Sorry about the sprawling quality of this letter, but I wanted to write my concerns before I lose energy.

Sincerely, Tahara Schatten 230, 19th St. W. S6V 4C6

RETRIEVED FROM
DROP BOX

JUL 07 2022

FINANCE DEPT.

P.A. City Council



City of
Prince Albert

CORR 22-77

TITLE: Request to Install Fire Hydrant at 215 - 12th Street West

DATE: July 14, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

That the Correspondence be received and referred to the Public Works Department.

PRESENTATION: NONE

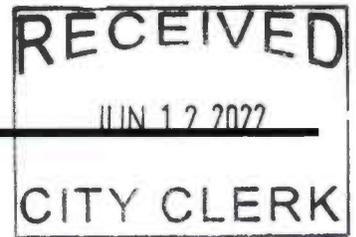
ATTACHMENTS:

1. Letter dated July 11, 2022
2. Letter dated July 15, 2022 (PRESENTED AT MEETING)

Written by: Jhaycilou Mesionna

Terri Mercier

From: Jhaycilou Mesionna <jhaycilou_mesiona@yahoo.com>
Sent: Tuesday, July 12, 2022 12:31 PM
To: City Clerk
Subject: city council agenda
Attachments: council agenda.docx



Executive Committee

**Recommended
Disposition:**

Refer to
Public Works

You don't often get email from jhaycilou_mesiona@yahoo.com. [Learn why this is important](#)
Letter to the Mayor and the city attached. Thank you very much.

JHAYCILOU MESIONNA

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

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

July 11, 2022

Honorable Greg Dionne

Prince Albert Mayor's Office
1084 Central Avenue, Prince Albert, SK
S6V 7P3 Canada

Subject: Fire Hydrant at 215 – 12th Street West

Dear Mayor Dionne:

It's my fervent prayer and hope that you and your great Council are happy and healthy.

My name is Jhaycilou Mesiona. I and my husband are currently complying the City's requirements for a Childcare Center located at 215 – 12th Street West. One of the requirements is a sprinkler system. For this to be done, a fire hydrant near and within the vicinity of the said location is necessary.

This requirement is quite costly. The City's Public Work Department estimates the cost of fire hydrant alone to be \$25,000.00 or more. Hence, for this reason, I write to you and to your Council in order to bid for a favor and a leg up. I am wondering if you can approve and order the construction of a fire hydrant free of charge on our part, so that we can complete the installation of the sprinkler system.

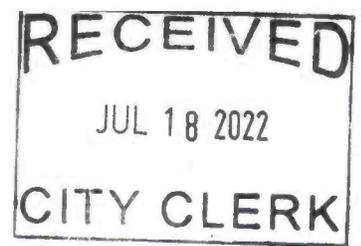
But, if a free fire hydrant is not possible, I am wondering if you would be kind to give us a term option, so that we can pay the City back on an installment basis.

Our deadline for complying the sprinkler system requirement is August 12, 2022.

Be that as it may, I am praying and hoping for your understanding and generosity. I trust that you and your Council can spare me kindness, and so agree to approve my request.

Respectfully yours,

Jhaycilou Mesiona



July 15, 2022

Honorable Greg Dionne
Prince Albert Mayor's Office
1084 Central Avenue, Prince Albert, SK
S6V 7P3 Canada

Subject: A Follow-up on Fire Hydrant Request at 215 – 12th Street West

Dear Mayor Dionne:

This morning, I spoke to Preston of the City's Public Work Department. He advised that the cost for constructing a fire hydrant at 215 – 12th Street West is between \$35,000.00 and \$40,000.00. He also emphasized that the construction will not commence without me paying the said amount.

Honestly, I do not have this kind of money at hand. But I am committed to see this project gets completed. Hence, I respectfully ask you and your Council to make an exemption on my favor by approving and ordering the construction of this said fire hydrant with kind considerations of my financial circumstance and sincere commitment to enter into a term option so that I can repay the City's investment.

I have already hired a Company to install the sprinkler system. Please help me get this done by ordering the construction of the fire hydrant not later than August 1, 2022.

I hope to open our Childcare Center on September 1, 2022. It is very crucial for me to complete and comply all Ministry's and City's requirements on or before August 12, 2022. Otherwise, I won't meet the deadline. I cannot open on time, and so lose my pre-registered enrollees as well as potential income.

I pray for your empathy and support. With your help, I can realize my passion and dream. I can open and operate a Childcare Center with twenty (20) children affording me with opportunity to practice my teaching profession while at the same time earning for my family and community.

Thank you very much for your attention, understanding, and consideration.

Respectfully yours,

Jhaycilou Mesiona



RPT 22-272

TITLE: PAFD 2021 Year in Review

DATE: June 29, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That this report be received as information and filed.

TOPIC & PURPOSE:

To provide information to members of Council and the community with an overview of the high level actions and activities of the Prince Albert Fire Department over the course of the Year 2021.

PROPOSED APPROACH AND RATIONALE:

Fire Department Administration feels that keeping members of Council informed on the high level actions and activities of the Prince Albert Fire Department is important as we strive to provide a high level of service to our citizens and visitors as well as collaborate with internal and external partners.

Attached for information is the 2021 Prince Albert Fire Department Year in Review Report. This provides our community information on the Prince Albert Fire Department.

The Prince Albert Fire Department is proud of its ongoing commitment to fire and life safety education to the community and to all ages. The Prince Albert Fire Department provides annual education sessions and safety presentations to various classes along with providing Fire Station Tours for groups and elementary classes.

Prince Albert Firefighters are trained and equipped to provide the following:

- Fire Rescue and Suppression
- Fire Prevention and Inspections
- Fire Investigations
- Airport Fire and Emergency Response
- Surface Water Search and Rescue
- Ice Rescue
- Technical Rope Rescue
- Vehicle Extrication
- Confined Space Rescue
- Trench Rescue Operations
- Dangerous Goods Response – Operations Level
- Pre-Hospital Emergency Medical Support Services.

The Year in Review Report highlights the following sections:

1. Staffing Highlights
2. Fleet and Equipment Changes
3. Training / Safety
4. Response Statistics (Suppression Division)
5. Response Statistics (RM of Prince Albert)
6. Prevention / Inspections Division
7. Financial
8. Other Notables

PUBLIC NOTICE:

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

ATTACHMENTS:

1. PAFD 2021 Year in Review

Written by: Kris Olsen, Fire Chief

Approved by: City Manager



PRINCE ALBERT FIRE DEPARTMENT YEAR IN REVIEW

2021

Contents

Staffing Highlights:.....2
Fleet and Equipment Changes..... 2
Training / Safety 3/4
Response Statistics (Suppression Division) 4/5
Response Statistics (RM of Prince Albert)5
Prevention / Inspections Division6/7/8
Financial9
Other Notables: 9

2021 PAFD Year in Review

Staffing Highlights:

- The Prince Albert Fire Department consists of:
 - Forty-nine (49) uniformed members plus one (1) Administrative Professional
 - Seven (7) out of scope personnel
 - (1) Fire Chief
 - (1) Deputy Chief
 - (4) Battalion Chiefs
 - (1) Administrative Manager
 - Forty-three (43) in scope personnel (IAFF 510)
- Full time, career department operating from one (1) location
- Two (2) Probationary Firefighters were hired from the 2020 Recruit selection process.

Fleet/Equipment Change:

- The Fire Department added eight (8) Scott X3 Pro Self Contained Breathing Apparatus to our firefighting inventory at a cost of approximately \$82,000. These SCBA are part of an on-going SCBA replacement program to replace our stock of discontinued Scott AP50s. Currently the Fire Department has 8 AP50- SCBA built between 1992 and 2002. Prince Albert Fire will continue to budget to replace all remaining AP 50's.
- Prince Albert Fire Department in conjunction with Fleet Service tendered and received a 2021 Dodge Durango (C22). C22 replaces a 2001 Ford Escape. C22 was delivered and placed into service in July 2021.

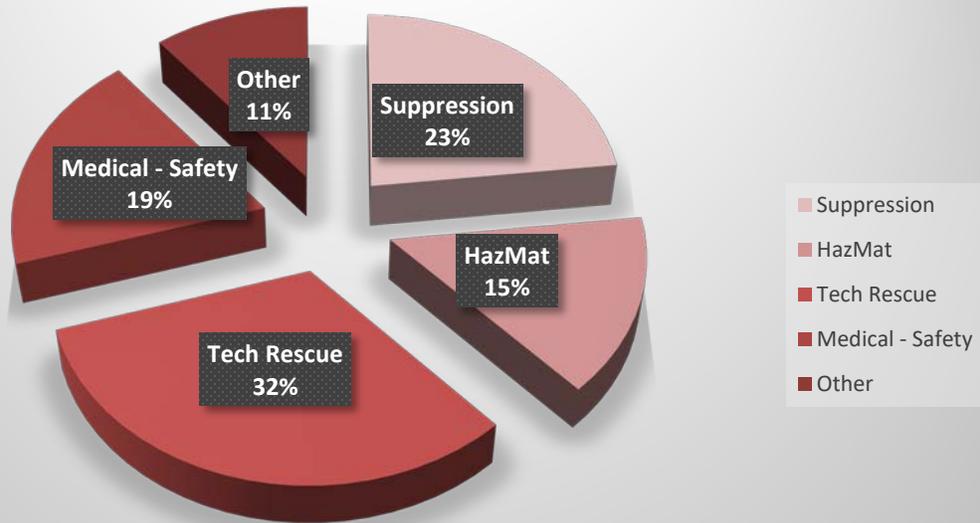
Training / Safety

- All members attended and participated in “Road to Mental Readiness” (R2MR) training.
- All Operations Staff attended and received 40 hours of Medical First Responder training.
- Operations Staff attended an online PSP (Public Service Personnel) Wellbeing Course from the University of Regina.
- 6 Members participated in 48 hours of Critical Incident Stress Management training, and became certified CISM Peer Support Members.
- 4 members attended 24 hours of instruction and achieved their Incident Command Systems – ICS Level 300.
- All Platoons participated in various workshops and training relating to hazardous material response and mitigation.
- Staff participated in a mock exercise involving hazardous materials, along with representatives from Cameco, Northern Resource Trucking and Transport Canada.
- Regular platoon training exceeded **5261.5** total person training hours
 - Fire / Suppression Training accounted for 23% of the total hours
 - HazMat Training accounted for 15% of the total hours
 - Technical Rescue Training accounted for 32% of the total hours
 - EMS / Safety training accounted for 19% of the total hours
 - Other training accounted for 11% of the total hours



~ 3 ~

Annual Training Hours by Discipline 2021



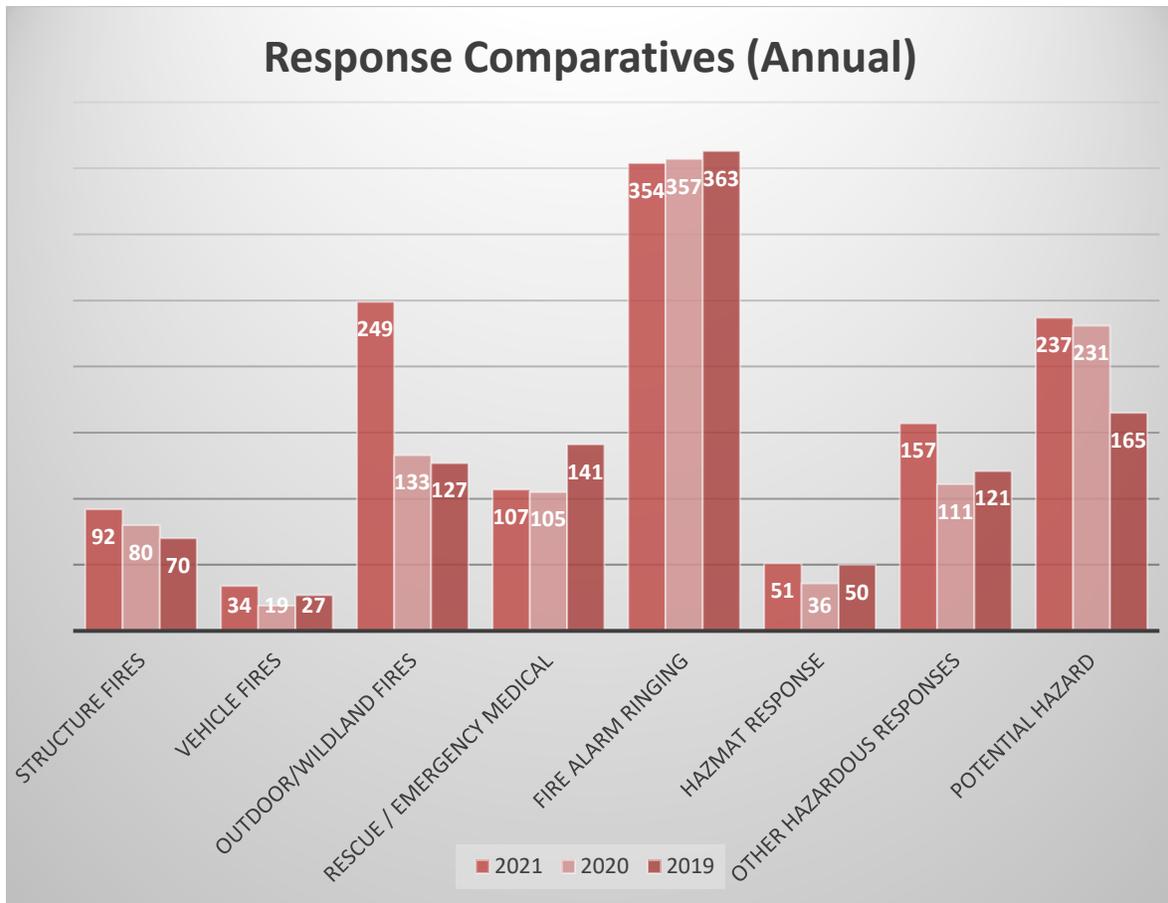
Response Statistics (Suppression Division)

- In 2021, the PAFD responded to 1283 calls for assistance, inclusive of responses to the RM of Prince Albert.

Type	2021	2020	2019	% Change Over Previous Year
Structure Fires	92	80	70	15%
Vehicle Fires	34	19	27	79 %
Outdoor / Wildland Fires	249	133	127	87 %
Rescue / Emergency Medical	107	105	141	2 %
Fire Alarms Ringing (no fire)	354	357	363	-1%
Haz-Mat Response	51	36	50	42 %
Other Hazardous Responses	157	111	121	41 %
Potential Hazard Responses	237	231	165	3 %
Total Responses	1283	1072	1064	19%

*** "Other Hazardous Responses" includes motor vehicle collisions with no entrapment, carbon monoxide calls, and possible smell of natural gas calls.

*** "Potential Hazards" are incidents that the department was called to, but did not have a threat to public safety. For example; a response to someone in the River, but they were able to exit on their own.



Response Statistics (RM of Prince Albert)

- The Prince Albert Fire Department responded to Thirty-Nine (39) calls for service in the RM of Prince Albert in 2021 (an increase of 64% over 2020). A breakdown on the calls for service are as follows:

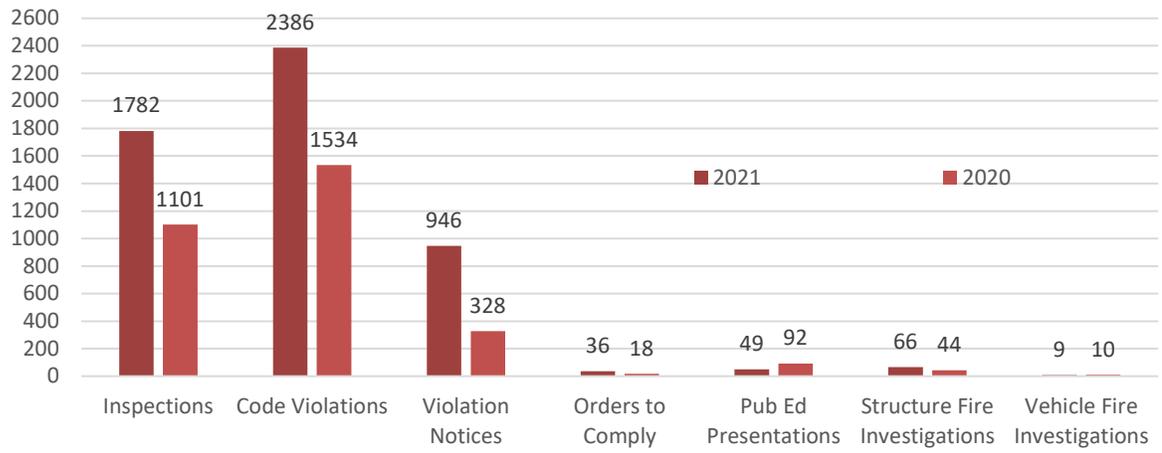
Structure fire	3
Brush or brush-and-grass mixture fire	8
Extrication, rescue, Other	8
Grass fire	8
Outside rubbish, trash or waste fire	3
Passenger vehicle fire	8
Wellness Check	1
Total	39

Prevention / Inspections Division

2021 Inspection Division Annual Report				
Activity Type	% Change from Previous Year			
	2021	2020	2019	2021 - 2020
Inspections	1782	1101	837	62%
Code Violations	2386	1534	1773	56%
Violation Notices	946	328	600	188%
Orders to Comply	36	18	17	100%
Pub Ed Presentations	49	92	131	-47%
Structure Fire Investigations	66	44	36	50%
Vehicle Fire Investigations	9	10	14	-10%
Total Inspection / Prevention Activities	5274	3127	3408	69%

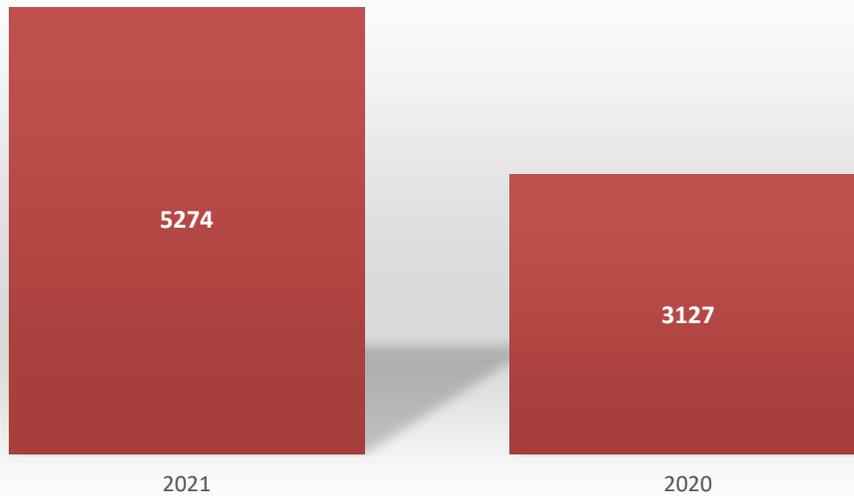
- *Orders to Comply* are typically resolved prior to taking further action.
- Most common violation noted from inspecting multi-residential and businesses occupancies are primarily *Portable Fire Extinguisher 'Due for Service'* (Section 6.2.1.1 (1)) , Fire Separation Deficiencies (Section 2.2) and Emergency Lighting/Exit Signs (section 2.7.3 of the National Fire Code of Canada).
- Public Safety Compliance Inspections took place monthly and inspectors have been working with licensed establishment owners to ensure their occupancies are in compliance with code.

Inspection Division Annual Comparison



~ 7 ~

Total Inspection / Prevention Activities



- The Prevention and Suppression Divisions conducted 49 Public Fire Safety presentations to various groups in the City.

Public Fire Safety initiatives include:

- Fire Safety Plan Creation Assistance.
 - Approved Home Operators Fire Safety Presentation.
 - Fire Safety Talk for New Immigrants and Seniors.
 - School Presentations.
 - Babysitting Course.
 - Ice Safety.
 - Fire Hall Tours.
 - Daycare Fire Safety Presentations.
-
- Three Emergency Demolition Orders were issued in 2021.

Financial

Details of the financial position of the Fire Department are captured in the 2021 Consolidated Financial Statement for the City of Prince Albert.

Other Notables:

- Continued with an enhanced prescriptive burn program to strategically burn targeted grasslands areas to reduce the available fuels available for malicious ignitions.
- In coordination with Community Services selected drainage ditches were burnt to help control the spread of the Himalayan Balsam.
- Fire Crews performed Thirty-Four (34) outdoor truck tours and drive bys as an alternative to our open house and other pre-COVID activities.





RPT 22-275

TITLE: June 2022 Updated Status on Capital Projects

DATE: **June 30, 2022**

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That this report be received as information and filed.

TOPIC & PURPOSE:

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

BACKGROUND:

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

REPORT:

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

This report includes the spending to date for all capital projects to the date of June 30, 2022. Please note that some projects may say "Project Completed", but invoices are to be processed for payment.

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

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

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

- Marquis Road West Extension – Landscaping ~ **Project will be completed in the 2022 Construction Season.** Approved Budget of \$330,000 to be funded by Debt Financing with Interest and Principle Payments to be funded by Development Levies Reserve.
- Marquis Road West Extension - Roadway Construction ~ **Project is substantially completed. Awaiting invoicing.** Spending Year to Date is \$9,739.06. Approved Budget of \$370,000 to be funded by Debt Financing with Interest and Principle Payments to be funded by Development Levies Reserve.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT:

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

COMMUNICATION PLAN:

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

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

STRATEGIC PLAN:

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

FINANCIAL IMPLICATIONS:

Each Fund is categorized by:

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

OTHER CONSIDERATIONS/IMPLICATIONS:

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

PUBLIC NOTICE:

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

PRESENTATION: NONE

ATTACHMENT:

1. June 2022 Update on Capital Projects

Written by: Melodie Boulet, Special Projects Manager

Approved By: City Manager

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
2022 GENERAL FUND CAPITAL PROJECTS					
Capital Funding					
Community Services					
Art Hauser Centre - Air Handling Unit	\$200,000.00	\$89,119.43	(\$110,880.57)	Capital Funding	This project is on track for completion by the end of September.
Playground Replacement Program	\$130,000.00	\$7,129.56	(\$122,870.44)	Capital Funding	Carlton Community Club – This project has been delayed due to set-backs with weather and access to paving crews. We are not anticipating this project to start until closer to the end of June.
Reconstruction of Park Pathways	\$50,000.00	\$0.00	(\$50,000.00)	Capital Funding	We will be utilizing some of this money to help in reconstruction of the pathway at James Isbister and will work with PW on identifying any other locations that are deemed a priority.
Roofing Replacements	\$100,000.00	\$0.00	(\$100,000.00)	Capital Funding	A report will be forwarded to City Council regarding approval for allocation of funding to fund future roofing projects.
Landscaping-Multiple Locations	\$50,000.00	\$0.00	(\$50,000.00)	Capital Funding	\$14,000 of this money has been used to work with a contractor to refresh the landscaping at the Rawlinson Center as it is a high visibility location and requires attention. We will continue to monitor throughout the remainder of the year areas that may require attention or assistance where City Staff may not be available to provide services.
MSC Parking Pedestals	\$60,000.00		(\$60,000.00)	Capital Funding	This project has been awarded. The work will be completed throughout the summer.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
Public Works					
Roadways Recapping Program	\$4,100,000.00	\$66,820.63	(\$4,033,179.37)	Capital Funding	The 2022 Roadways Paving Program is underway.
Concrete Sidewalk & Rehabilitation Program	\$300,000.00	\$0.00	(\$300,000.00)	Capital Funding	Concrete Program is underway. To be completed by end of season.
Concrete Sidewalk Replacement Program - Senior Residence	\$46,500.00	\$0.00	(\$46,500.00)	Capital Funding	Concrete Program is underway. To be completed by end of season.
Fence Replacement Old Yards	\$29,500.00	\$0.00	(\$29,500.00)	Capital Funding	This project will be completed throughout the summer.
Survey - Total Station	\$60,000.00	\$5,999.96	(\$54,000.04)	Capital Funding	Work has commenced for this project. Anticipate completion by end of season.
MSC compresses Air Distribution Replacement	\$80,000.00	\$0.00	(\$80,000.00)	Capital Funding	To be completed by end of season.
Financial Services					
Replacement of Mailroom Equipment	\$20,500.00	\$12,603.26	(\$7,896.74)	Capital Funding	Project completed. In Service.
TOTAL CAPITAL FUNDING	\$5,226,500.00	\$181,672.84	(\$5,044,827.16)		
			<i>(\$5,044,827.16)</i>		
Reserve Funding					
Information Technology					
Networking	\$204,000.00	\$0.00	(\$204,000.00)	Information Technology Reserve	In procuring review status in relation to Wi-Fi and switch renewals.
End User Computing and Printing	\$101,500.00	\$0.00	(\$101,500.00)	Information Technology Reserve	Laptops, Computer Renewal and Monitors - RFQ Process is completed and order placed. Hardware procurement on review.
Communications	\$160,000.00	\$0.00	(\$160,000.00)	Information Technology Reserve	Tender issue scheduled for June 27 with closing date of July 18.
Business Continuity	\$20,000.00	\$0.00	(\$20,000.00)	Information Technology Reserve	RFQ draft to be prepared to be issued to potential vendors by end of July.
Work and Asset Management Systems	\$38,900.00	\$0.00	(\$38,900.00)	Information Technology Reserve	Requirements scoping in progress to be completed by end of July.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
Web and Portal Systems	\$22,800.00	\$0.00	(\$22,800.00)	Information Technology Reserve	Selection process completed. Contract in negotiation.
Finance and Admin Systems	\$34,300.00	\$0.00	(\$34,300.00)	Information Technology Reserve	Work to be scheduled pending availability of resources for vendor and City.
Community Services					
Crescent Heights Spray Park	\$120,000.00	\$120,000.00	\$0.00	\$120,000 - Future Infrastructure Reserve \$200,000 - Malcolm Jenkins Foundation	Prep work, electrical, water lines, base gravel, inspections have now all been completed and crews will be proceeding with installing the rebar and if the weather cooperates they will look at pouring the pad next week. The pad will require 28 of cure time so this project will be delayed now due to set-backs with the weather and some unexpected setbacks with infrastructure to sometime in July.
James Isbister Park Improvements	\$100,000.00	\$7,240.86	(\$92,759.14)	\$100,000 - Future Infrastructure Reserve \$200,000 - Malcolm Jenkins Foundation	Weather delays have set back the James Isbister Skate park and Basketball courts. The excavation for this site started June 20 and once the asphalt work has been completed we will move into the installation of the Musco Mini-pitch and Basketball poles, backboards, hoops and lighting.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
EA Rawlinson Centre Improvements	\$44,000.00	\$0.00	(\$44,000.00)	EA Rawlinson Centre Facility Fee Reserve	<p>We are planning for installation in September or early October for Countertops throughout the building.</p> <p>Risers and pipe and drape are being arranged for order, now that we are able to budget for the cost of the countertops.</p> <p>In 2022 the following improvements are approved:</p> <ul style="list-style-type: none"> - Replacement of Washroom Counter-tops. - Replacement of Server countertops and other minor upgrades. - Replacement of old wooden event risers. - Purchase of new Pipe & Draping for events
Golf Course - Reconstruction and Repair of Pathways	\$50,000.00		(\$50,000.00)	Golf Course Improvement Reserve	Paving and reconstruction of pathways will commence this summer.
Little Red River Park - Stages of Development	\$146,800.00	\$0.00	(\$146,800.00)	Pehonan Parkway Reserve	Work has begun on the parking lot/lighting improvements at LRRP. Council was updated at Executive Monday June 20th, indicating that we are working with Public Works on recommendations to add millings to the surfacing with feedback from Council that we should also take under advisement that slowing traffic through the core area of the park will need to be a focus.
Kinsmen Water Park Landing Pool	\$25,000.00	\$10,467.50	(\$14,532.50)	Kinsmen Water Park Surcharge Reserve	Project completed. Invoices to be processed.
Public Works					
Pedestrian Bridge Replacement Program	\$35,000.00	\$0.00	(\$35,000.00)	Future Infrastructure Reserve	Pedestrian Bridges are substantially completed with only some minor deficiencies to be completed on removal of piles from the old bridges.
Continuation of Resurfacing Municipal Service Centre Bay Concrete Floor	\$50,000.00	\$0.00	(\$50,000.00)	Safety Reserve	Work to be completed by end of season.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
Two Poste Vehicle Lift	\$50,000.00	\$34,144.28	(\$15,855.72)	Equipment and Fleet Reserve	Project completed.
Long-Term Debts Payments					
Long-Term Debt Repayment - Aquatic and Arenas Recreation Centre	\$269,800.00	\$0.00	(\$269,800.00)	Civic Facilities Reserve	Long-term Payment from the Reserve. Yearend entry.
Long Term Debt Repayment - Golf Course Irrigation Replacement	\$65,000.00	\$0.00	(\$65,000.00)	Golf Course Improvement Reserve	Long-term Payment from the Reserve. Yearend entry.
Long-Term Debts Payments					
New Amkus ION Combination Rescue Tool (Jaws of Life)	\$16,500.00	\$14,314.23	(\$2,185.77)	Fire Equipment Reserve	The Rescue tool has arrived and is in service. Project completed.
TOTAL RESERVE FUNDING	\$1,553,600.00	\$186,166.87	(\$1,367,433.13)		
			<i>(\$1,367,433.13)</i>		
EXTERNAL FUNDING					
Crescent Heights Spray Park	\$200,000.00	\$31,594.07	(\$168,405.93)	\$120,000 - Future Infrastructure Reserve \$200,000 - Malcolm Jenkins Foundation	See update above.
James Isbister Park Improvements	\$200,000.00	\$0.00	(\$200,000.00)	\$100,000 - Future Infrastructure Reserve \$200,000 - Malcolm Jenkins Foundation	See update above.
Municipal Service Centre New Building and Upgrades	\$10,491,000.00	\$0.00	(\$10,491,000.00)	External Funding	This project requires securing external funding. At this time, no external funding has been secured.
TOTAL EXTERNAL FUNDING	\$10,891,000.00	\$31,594.07	(\$10,859,405.93)		
			<i>(\$10,859,405.93)</i>		

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
Long-Term Debts Payments					
Long Term Debt Repayment - West Hill Infrastructure Improvements	\$22,300.00	\$0.00	(\$22,300.00)	Capital Funding	Long-Term Payment. Yearend entry.
Long-Term Debt Repayment - City Transit Buses	\$252,000.00	\$0.00	(\$252,000.00)	Capital Funding	Long-Term Payment. Yearend entry.
TOTAL LONG-TERM DEBT PAYMENTS	\$274,300.00	\$0.00	(\$274,300.00)		
			(\$274,300.00)		
TOTAL 2022 CAPITAL BUDGET	\$17,945,400.00	\$399,433.78	(\$17,545,966.22)		
			(\$17,545,966.22)		
2022 FLEET EQUIPMENT PURCHASES					
EQUIPMENT FLEET RESERVE					
COMMUNITY SERVICES					
Replacement of Three (3) Zero Turn Mowers	\$105,000.00	\$73,405.00	(\$31,595.00)	Equipment and Fleet Reserve	Two are in service. Last one should be arriving Mid July.
Replacement of Single Axle Trailers	\$35,000.00	\$24,910.00	(\$10,090.00)	Equipment and Fleet Reserve	One Trailer in service. Other trailer is on back order.
Replacement of Unit 4714 - John Deere Gator	\$25,000.00	\$22,280.00	(\$2,720.00)	Equipment and Fleet Reserve	Project completed and in service.
TOTAL COMMUNITY SERVICES	\$165,000.00	\$120,595.00	(\$44,405.00)		
SANITATION			(\$44,405.00)		
Replacement of Unit 67 - Automated Waste Collection Truck	\$420,000.00	\$0.00	(\$420,000.00)	Equipment and Fleet Reserve	Unit ordered. To be delivered in Year 2023. City Council, at its meeting of April 25, 2022, approved: "That Tender No. 15 of 2022 for the purchase of a new Sanitation Truck be awarded to Superior Truck, at a total cost of \$443,119.77, which includes Provincial Sales Tax and Goods and Services Tax, funded from the Equipment Replacement Reserve."
TOTAL FINANCIAL SERVICES	\$420,000.00	\$0.00	(\$420,000.00)		

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
PUBLIC WORKS					
Replacement of Unit 39 - Snow Blower	\$260,000.00	\$0.00	(\$260,000.00)	Equipment and Fleet Reserve	Snow Blower has been ordered. Delivery anticipated end of November. City Council, at its meeting of May 16, 2022 approved: "That the Tender for the purchase of a new Snow Blower be awarded to Falcon Equipment, at a cost \$207,292.50, which includes Provincial Sales Tax and Goods and Services Tax, funded from the Equipment Replacement Reserve."
Replacement of Forklift	\$105,000.00	\$0.00	(\$105,000.00)	Equipment and Fleet Reserve	Ordered. Anticipate delivery in December.
Replacement of Light Duty Trucks	\$100,000.00	\$0.00	(\$100,000.00)	Equipment and Fleet Reserve	Ordered. Build Date is Year 2023.
Replacement of Unit 122 - Sign Truck	\$160,000.00	\$0.00	(\$160,000.00)	Equipment and Fleet Reserve	Ordered. To be delivered in Year 2023.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
Replacement of Unit 29 - Skid Steer	\$125,000.00	\$0.00	(\$125,000.00)	Equipment and Fleet Reserve	Ordered. Delivery anticipated end of November. City Council, at its meeting of May 16, 2022 approved: "That Tender No. 23 of 2022 for the purchase of a new Skid Steer Loader be awarded to Finning Equipment, at a cost of \$129,868.89, which includes Provincial Sales Tax and Goods and Services Tax, funded from the Equipment Replacement Reserve."
Replacement of Unit 198 - Walk Behind Line Painter	\$15,000.00	\$12,310.40	(\$2,689.60)	Equipment and Fleet Reserve	Unit has arrived. Projected completed.
Replacement of Unit 440 - Paratransit Bus	\$75,000.00	\$0.00	(\$75,000.00)	Equipment and Fleet Reserve	City is awaiting for approval for Grant Funding. City Council, at its meeting of May 16, 2022, approved: "That Tender No. 26 of 2022 for the purchase of a new Para Transit Bus be awarded to Warner Bus Industries, at a cost of \$160,839, including all applicable taxes, funded from the Fleet Equipment Reserve and the Transit Assistance for People with Disabilities Grant."
TOTAL PUBLIC WORKS	\$840,000.00	\$12,310.40	(\$827,689.60)		
TOTAL EQUIPMENT AND FLEET RESERVE	\$1,425,000.00	\$132,905.40	(\$1,292,094.60)		
			<i>(\$1,292,094.60)</i>		

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
GOLF COURSE EQUIPMENT AND CART					
Replacement Program - Golf Carts	\$70,000.00	\$0.00	(\$70,000.00)	Golf Course Carts Reserve	Golf Carts have been ordered. To be delivered in Year 2023.
Replacement of Unit 6132 - Fringe Cut Mower	\$82,000.00	\$0.00	(\$82,000.00)	Golf Courses Equipment Reserve	Fringe Cut Mower has been ordered. Anticipate delivery by end of October.
TOTAL GOLF COURSE RESERVES	\$152,000.00	\$0.00	(\$152,000.00)		
			<i>(\$152,000.00)</i>		
FIRE EQUIPMENT RESERVE					
FIRE SERVICES					
Self-Contained Breathing Apparatus Replacement Program	\$84,000.00	\$0.00	(\$84,000.00)	Fire Equipment Reserve	The SCBA has yet to arrive. The delivery date has been extended multiple time due to availability.
TOTAL FIRE EQUIPMENT RESERVE	\$84,000.00	\$0.00	(\$84,000.00)		
TOTAL 2021 FLEET PURCHASES	\$1,661,000.00	\$132,905.40	(\$1,528,094.60)		

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
			(\$1,528,094.60)		
2021 FLEET - EXTERNAL FUNDING					
Replacement of Unit 440 - Paratransit Bus	\$55,000.00	\$0.00	(\$55,000.00)	External Funding - Transit Assistance for Persons with Disabilities Program	See update above.
TOTAL 2021 FLEET - EXTERNAL FUNDING	\$55,000.00	\$0.00	(\$55,000.00)		
TOTAL FLEET PURCHASES = ALL	\$1,716,000.00	\$132,905.40	(\$1,583,094.60)		

(\$1,583,094.60)

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
2021 CARRY FORWARD PROJECTS					
Capital Works Committed Reserve					
Community Services					
Roofing Replacements	\$255,234.75	\$0.00	(\$255,234.75)	Capital Works Committed Reserve	See update above in Capital Funding 2022.
Reconstruction of Park Pathways	\$3,404.65	\$0.00	(\$3,404.65)	Capital Works Committed Reserve	See update above in Capital Funding 2022.
Public Works					
Roadways Recapping Program	\$227,743.63	\$0.00	(\$227,743.63)	Capital Works Committed Reserve	See update above in Capital Funding 2022.
City Hall and MSC Building Repairs (savings from 2021 Projects)	\$11,094.82	\$0.00	(\$11,094.82)	Capital Works Committed Reserve	A report will be provided for City Council approval regarding the re-allocation of the funds.
Total Capital Works Committed Reserve	\$497,477.85	\$0.00	(\$497,477.85)		
Reserve Funding					
Community Services					
Cooke Municipal Golf Course - Reconstruction and Repair of Stonewall and Tee Signs	\$65,000.00	\$28,090.00	(\$36,910.00)	Golf Course Improvements Reserve	Project completed. Invoices to be processed.
EA Rawlinson Centre Improvements	\$11,082.16	\$2,411.50	(\$8,670.66)	EA Rawlinson Centre Facility Fee Reserve	See update above.
Rotary Adventure Park - Phase I	\$66,466.10	\$66,466.10	\$0.00	Reserve Funding: Pehonan Parkway Reserve External Funding: Rotary Club Fundraising and \$400,000 Malcolm Jenkins Donation	2021 Carry Forward funds completed.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
Public Works					
Pedestrian Bridge Replacement	\$1,438,099.98	\$1,255,645.50	(\$182,454.48)	Future Infrastructure Reserve	Pedestrian Bridges are substantially completed with only some minor deficiencies to be completed on removal of piles from the old bridges.
Public Works Grader	\$365,000.00	\$0.00	(\$365,000.00)	Equipment and Fleet Reserve	In Service. Project completed. Invoices to be processed.
Small Wheel Loader	\$200,000.00	\$0.00	(\$200,000.00)	Equipment and Fleet Reserve	In Service. Project completed. Invoices to be processed.
Replacement of Unit 94 - Tandem Axle Gravel Truck	\$265,000.00	\$0.00	(\$265,000.00)	Equipment and Fleet Reserve	Ordered. Anticipate July delivery.
Fire Service					
Replace Unit #2105 (FD Ref E-12)	\$507,934.42	\$468,940.01	(\$38,994.41)	Fire Equipment Reserve	In Service. Project completed. Invoices to be processed.
Information Technology					
Balance of the SD-Wan Project	\$110,460.20	\$0.00	(\$110,460.20)	IT Reserve	Work is underway by IT.
Recreation Project					
Event Centre - Architectural Fees	\$2,316,161.19	\$879,991.11	(\$1,436,170.08)	Civic Facilities Reserve	Event Centre 50% Detailed Design & Finishes was presented to Council June 9th.
Total Reserve Funding	\$5,345,204.05	\$2,701,544.22	(\$2,643,659.83)		
Other Funding - External					
Alfred Jenkins Field House Site Development	\$25,594.46	\$0.00	(\$25,594.46)	Deferred Revenue 1-4-46913-000	Administration reviewing in line with 2022 projects approved.
Rotary Adventure Park - Phase I	\$560,190.50	\$96,688.39	(\$463,502.11)	Reserve Funding: Pehonan Parkway Reserve External Funding: Rotary Club Fundraising and \$400,000 Malcolm Jenkins Donation	As of June 27, the contractor is back on site and furthering construction efforts.

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
Fiscal Stabilization					
Asset Management / Work Order Software	\$45,000.00	\$24,837.41	(\$20,162.59)	Fiscal Stabilization Fund	Project to be completed by end of Year.
Audio Visual Project	\$28,616.80	\$27,971.39	(\$645.41)	Fiscal Stabilization Fund	Project completed.
Charts of Account Restructure	\$59,516.37	\$19,012.50	(\$40,503.87)	Fiscal Stabilization Fund	Finance Administration working with the Consultant on finalizing the restructured accounts and categorization.
Deferred Revenue					
UNSPENT - TO BE REALLOCATED	\$18,795.39	\$0.00	(\$18,795.39)	Deferred Revenue 1-4-46913-000	A report will be provided for City Council approval regarding the re-allocation of the funds.
Asset Management / Work Order Software	\$31,497.35	\$31,497.35	\$0.00	Deferred Revenue 1-4-46913-000	Funds fully spent for MEEP.
Aquatic and Arenas Recreation Centre					
Aquatic and Arenas Recreation Centre	\$57,523,443.02	\$460,582.26	(\$57,062,860.76)	\$23,009,376.95 Federal Funding \$19,172,565.05 Provincial Funding \$15,341,501.02 City's Funding (Borrowing)	On June 13, Council approved that the Contract of Construction for the Aquatic and Arenas Recreation Centre be awarded to Graham Construction LP in the amount of \$105,268,000, plus applicable Goods and Services Tax and Provincial Sales Tax.
Total Other Funding	\$58,292,653.89	\$660,589.30	(\$57,632,064.59)		
TOTAL 2021 C/F PROJECTS	\$64,135,335.79	\$3,362,133.52	(\$60,773,202.27)		

(\$60,773,202.27)

YEAR 2022 - GENERAL FUND CAPITAL BUDGET - CAPITAL SPENDING

	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
OTHER PROJECTS APPROVED BY COUNCIL MOTION	BUDGET	2022 Spending	Variance	FUNDING	Timelines
Commission of Artwork	\$123,000.00	\$95,000.00	(\$28,000.00)	Public Art Reserve	City Council, at its meeting of March 28, 2022 approved: "That the commission of the artwork titled "Passage Home" to be created by Artist Mary Longman be approved; That \$123,000 in support of the commission, including installation and unveiling in Scarrow Plaza, be allocated from the Public Art Reserve, as approved in the Public Art Long Term Plan."
Installation of Steel Tables in Concession Area at Lakeland Ford Park	\$5,898.64	\$0.00	(\$5,898.64)	Prince Albert Slo-Pitch League Reserve	The manufacturing process on the tables has been completed, they are now at the Powder Coaters. Anticipate possession will be the middle of July. City Council at its meeting of April 25, 2022 approved: "That the Installation of Steel Tables in the Concession Area at Lakeland Ford Park in the amount of \$5,898.64 funded from the Prince Albert Slo-Pitch League Reserve, be approved."
SGI Grant for Crosswalks				SGI Grant Funding - Traffic Safety Grant	SGI granted the city \$55,137 for crosswalk improvements. The money will go toward four crosswalks in particular, which the city chose based on traffic levels and other factors. The crosswalks in question are at 6th Avenue East and 9th Street, 3rd Avenue East and 28th Street near Vincent Massey, a crossing near the hospital, and 15th Avenue East near Helme Crescent. The crosswalks will get new rectangular rapid flashing beacons.
OTHER PROJECTS APPROVED BY COUNCIL MOTION	\$128,898.64	\$95,000.00	(\$33,898.64)		

(\$33,898.64)

2022 ROADWAYS PAVING PROGRAM

30-Jun-22

STREET	FROM	TO	STATUS
6 Ave E	22 St E Intersection		Ongoing
18 St W	Central	1 Ave W	Done
Steuart Ave	Branion Dr	Eastwood St	Not Started
Cuelenaere St	Steuart Ave	Branion Dr	Not Started
Eastwood Dr	Steuart Ave	McDonald Ave	Not Started
16 St W	2 Ave W	4 Ave W	Ongoing
3 Ave W	16 St W	15 St W	Ongoing
27 St E	5 Ave E	6 Ave E	Not Started
Central Ave	22 St E	24 St E	Not Started
24 St E	Central Ave	1 Ave E	Ongoing
1 Ave E	24 St E	25 St E	Not Started
Bain St	MacArthur Dr	McLellan Crescent	Done
McLellan Crescent	Donaldson St	MacArthur Dr	Done
Stull Pl	Donaldson St	End	Done
Knowles Pl	MacArthur Dr	Donaldson St	Done
7 St E	11 Ave E	13 Ave E	Not Started
26 St W	3 Ave W	6 Ave W	Not Started
27 St W	5 Ave W	6 Ave W	Not Started
1 St E	9 Ave E	11 Ave E	Not Started
Daisley Rd	17 Ave E	Fonyo Rd	Not Started
17 Ave E	Allbright Cres	Blackwood Dr	Not Started
Fonyo Rd	Allbright Cres	Blackwood Dr	Not Started
Marquis Rd W	2 Ave W	4 Ave W	Not Started
Marquis Rd W Extension	7 Ave W	28 St W	Ongoing
15 St NW	Hwy 2	Central N	Done

2022 Roadways Paving Program			
Account #	Treatment	Street	2022 Spending YTD (June 30)
8-2-30715	Pavement Management System		\$14,875.52
8-2-30920	LIMP: 7th Street East	(5 - 6 Ave)	\$35.91
8-2-31135	Reconstruction & Concrete	6 AE (22SE Intersection)	
8-2-31152	15th Street East	(1 - 6AE)	\$8,114.47
8-2-31160	Mill/Pave	Crescent Heights Grouping	\$6,148.92
8-2-31174	Reconstruction & Concrete	16 SW (2-4 AW)	
8-2-31175	Reconstruction	5 AE (24-28 SE)	\$11,123.79
8-2-31176	Mill/Pave	27 SE (5-6 AE)	
8-2-31177	Reconstruction & Concrete	Central A (22-24 S)	
8-2-31178	Reconstruction & Concrete	24 SE (Cent-1 AE)	
8-2-31179	Mill/Pave	1 AE (24-25 SE)	
8-2-31180	Mill/Pave	Westview Grouping	\$13,476.50
8-2-31181	Reconstruction & Concrete	7 SE (10-13 AE)	
8-2-31182	Reconstruction & Concrete	18 SW (Cent-1 AW)	\$4,012.90
8-2-31183	Mill/Pave	17 SW (9-12 AW)	
8-2-31184	Mill/Pave	26 SW (3-6 AW) / 27 SW (5-6 AW)	\$4,021.45
8-2-31185	Mill/Pave & Concrete	Riverview Grouping	\$2,142.50
8-2-31186	Reconstruction & Concrete	Marquis Rd Widening (2-4 AW)	\$679.77
8-2-31187	Reconstruction	15 SNW (Hwy2-Cent)	\$2,188.90
TOTAL 2022 SPENDING - ROADWAYS PAVING PROGRAM			\$66,820.63
2022 ROADWAYS PAVING FUNDING			\$4,327,743.63
UNSPENT			(\$4,260,923.00)

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

YEAR 2022 - AIRPORT FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	TIMELINES
2022 Airport Fund Capital Projects					
AIRPORT IMPROVEMENT FUND					
Automated Opener Gate #2 for Ambulance	\$9,000.00	\$0.00	(\$9,000.00)	50% Airport Improvement Fund 50% Community Airport Partnership	There is no Community Airport Partnership Funding for Year 2022, as such, the projects will not be proceeding.
Taxi B Overlay	\$15,000.00	\$0.00	(\$15,000.00)	50% Airport Improvement Fund 50% Community Airport Partnership	
TOTAL AIRPORT IMPROVEMENT FUND	\$24,000.00	\$0.00	(\$24,000.00)		
PASSENGER FACILITY FEE FUNDING					
New Terminal - Detailed Design	\$600,000	\$0.00	(\$600,000.00)	Passenger Facility Fee Reserve	Consultant has been selected. Design process initiated.
Runway 08 Threshold Concrete Repairs	\$16,000	\$0.00	(\$16,000.00)	Passenger Facility Fee Reserve	This project is planned for July.
Terminal Sidewalk Expansion	\$65,000	\$0.00	(\$65,000.00)	Passenger Facility Fee Reserve	Project will be commencing July.
TOTAL PFF FUNDING	\$681,000.00	\$0.00	(\$681,000.00)		
COMMUNITY AIRPORT PARTNERSHIP					
Automated Opener Gate #2 for Ambulance	\$9,000.00	\$0.00	(\$9,000.00)	50% Airport Improvement Fund 50% Community Airport Partnership	There is no Community Airport Partnership Funding for Year 2022, as such, the projects will not be proceeding.
Taxi B Overlay	\$15,000.00	\$0.00	(\$15,000.00)	50% Airport Improvement Fund 50% Community Airport Partnership	
TOTAL COMMUNITY AIRPORT PARTNERSHIP	\$24,000.00	\$0.00	(\$24,000.00)		

YEAR 2022 - AIRPORT FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	TIMELINES
EXTERNAL FUNDING					
Apron II Rehabilitation and Expansion - Construction	\$3,500,000.00	\$0.00	(\$3,500,000.00)	External Funding to be identified	There is no external funding for these projects. Projects reviewed by the Airport Advisory Committee. Projects will not be proceeding.
Apron II Utilities - Construction	\$950,000.00	\$0.00	(\$950,000.00)	External Funding to be identified	
TOTAL EXTERNAL FUNDING	\$4,450,000.00	\$0.00	(\$4,450,000.00)		
TOTAL 2022 AIRPORT CAPITAL	\$5,179,000.00	\$0.00	(\$5,179,000.00)		

(\$5,179,000.00)

2021 C/F Airport Fund Capital Projects					
AIRPORT IMPROVEMENT FUND					
Airport - Emergency Generator	\$13,879.00	\$11,778.98	(\$2,100.02)	Airport Improvement Fund	Project is completed. Invoices to be processed.
Airport Maintenance Garage Renovation	\$109,174.86	\$139,412.34	\$30,237.48	Airport Improvement Fund	Project completed. Processing the last few claims.
Airport - Street Signs	\$17,542.05	\$0.00	(\$17,542.05)	Airport Improvement Fund	This project will be completed by the Sign Shop. Signs will be ordered in June.
Apron II Rehabilitation and Expansion Design	\$129,894.91	\$0.00	(\$129,894.91)	Airport Improvement Fund	No construction funding approved.
Apron II Utilities - Design	\$50,000.00	\$0.00	(\$50,000.00)	Airport Improvement Fund	No construction funding approved.
Airport Utilities Map	\$20,000.00	\$0.00	(\$20,000.00)	Airport Improvement Fund	This project will be completed after the Airfield Electrical Rehabilitation project is complete to incorporate all the new cable locations.
Subdivision Survey	\$20,190.00	\$8,150.00	(\$12,040.00)	Airport Improvement Fund	Underway.
TOTAL AIRPORT IMPROVEMENT FUND	\$360,680.82	\$159,341.32	(\$201,339.50)		

YEAR 2022 - AIRPORT FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	TIMELINES
PASSENGER FACILITY FEE FUNDING					
Safety / Customer Service Requirements	\$12,931.34	\$0.00	(\$12,931.34)	Passenger Facility Fee Reserve	Projects will be identified as it relates to Safety / Customer Service Requirements.
TOTAL PFF FUNDING	\$12,931.34	\$0.00	(\$12,931.34)		
ACAP FUNDING - EXTERNAL					
Replacement Runway Plow Truck, Plow and Sander	\$525,000.00	\$0.00	(\$525,000.00)	ACAP Funding	Ordered. Anticipate delivery end of December.
ACAP - Airfield Electrical Rehabilitation (Runway Lighting / Informational Signage)	\$3,143,114.00	\$172,866.15	(\$2,970,247.85)	ACAP Funding	ACAP Funding Approved. Anticipate project to be completed by end of year.
TOTAL ACAP FUNDING - EXTERNAL	\$3,668,114.00	\$172,866.15	(\$3,495,247.85)		
TOTAL 2021 C/F AIRPORT CAPITAL	\$4,041,726.16	\$332,207.47	(\$3,709,518.69)		
			<i>(\$3,709,518.69)</i>		
TOTAL AIRPORT CAPITAL SPENDING	\$9,220,726.16	\$332,207.47	(\$8,888,518.69)		
			<i>(\$8,888,518.69)</i>		

YEAR 2022 - SANITATION FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	Timelines
2022 SANITATION CAPITAL					
SANITATION IMPROVEMENT FUND					
Long Term Debt Repayment - Landfill Expansion (Waste Cell Construction)	\$566,500.00	\$0.00	(\$566,500.00)	Sanitation Improvement Fund	Yearend entry for loan payment.
TOTAL SANITATION IMPROVEMENT FUND	\$566,500.00	\$0.00	(\$566,500.00)		
TOTAL 2022 SANITATION CAPITAL	\$566,500.00	\$0.00	(\$566,500.00)		
			<i>(\$566,500.00)</i>		
2021 Carry Forward Capital Projects					
SANITATION IMPROVEMENT RESERVE					
Landfill Expansion - Cell 2B Design and Project Services	\$163,866.39	\$120,632.55	(\$43,233.84)	Sanitation Improvement Reserve	The project has reached substantial completion and final deficiency items are being completed.
TOTAL SANITATION IMPROVEMENT RES	\$163,866.39	\$120,632.55	(\$43,233.84)		
TOTAL 2021 C/F CAPITAL PROJECTS	\$163,866.39	\$120,632.55	(\$43,233.84)		
			<i>(\$43,233.84)</i>		
TOTAL 2022 CAPITAL SPENDING	\$730,366.39	\$120,632.55	(\$609,733.84)		
			<i>(\$609,733.84)</i>		

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

	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	<u>FUNDING</u>	<u>TIMELINES</u>
2022 Water and Sewer Utility Capital Approved					
WATERWORKS IMPROVEMENT FUND					
Watermain Replacement Program	\$1,400,000.00	\$185,609.40	(\$1,214,390.60)	Waterworks Improvement Fund	Projects underway. To be completed by end of October. See project listing for status.
Sanitary and Storm Sewer Replacement Program	\$750,000.00	\$44,124.83	(\$705,875.17)	Waterworks Improvement Fund	Projects underway. To be completed by end of October for excavation projects and December for realigning. See project listing for status.
Lead Service Replacement Program	\$150,000.00	\$23,372.76	(\$126,627.24)	Waterworks Improvement Fund	To be completed by end of October.
Fire Hydrant Replacement Program	\$100,000.00	\$51,595.90	(\$48,404.10)	Waterworks Improvement Fund	To be completed by end of October.
Fire Hydrant - Fire Protection	\$50,000.00	\$0.00	(\$50,000.00)	Waterworks Improvement Fund	To be completed by end of October
Former Raw Water Pump House Decommission	\$170,000.00	\$0.00	(\$170,000.00)	Waterworks Improvement Fund	To be completed by December.
River Street Reservoir Refurbish and Repairs	\$400,000.00	\$0.00	(\$400,000.00)	Waterworks Improvement Fund	Project Cancelled – Tender results were over budget. To be rebudgeted in 2023
WTP PLC and SCADA System Upgrades	\$395,000.00	\$77,708.55	(\$317,291.45)	Waterworks Improvement Fund	Project underway, scheduled to be completed in December 2022.
TOTAL WATER UTILITY RESERVE	\$3,415,000.00	\$382,411.44	(\$3,032,588.56)		
			<i>(\$3,032,588.56)</i>		

YEAR 2022 - WATER & SEWER UTILITY FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	TIMELINES
DEBT FINANCING					
Detailed Design of Waste Water Treatment Plant - Year 2	\$1,300,000.00	\$21,196.58	(\$1,278,803.42)	Debt Financing	Nereda Pilot Study is finished. Design is at 58% complete.
TOTAL DEBT FINANCING	\$1,300,000.00	\$21,196.58	(\$1,278,803.42)		
TOTAL 2021 UTILITY CAPITAL					
	\$4,715,000.00	\$403,608.02	(\$4,311,391.98)		
			<i>(\$4,311,391.98)</i>		
TOTAL 2022 UTILITY CAPITAL BUDGET					
	\$6,437,600.00	\$403,608.02	(\$6,033,991.98)		
			<i>(\$6,033,991.98)</i>		
2021 CARRY FORWARD CAPITAL PROJECTS					
WATERWORKS IMPROVEMENT FUND					
Watermain Replacement Program	\$35,954.62	\$35,954.62	\$0.00	Waterworks Improvement Fund	See update above. Work underway.
Sanitary and Storm Sewer Replacement Program	\$84,701.45	\$0.00	(\$84,701.45)	Waterworks Improvement Fund	See update above. Work underway.
Lead Service Replacement Program	\$51,750.80	\$0.00	(\$51,750.80)	Waterworks Improvement Fund	To be completed by end of October.
Filter to Waste Isolation	\$23,708.74	\$0.00	(\$23,708.74)	Waterworks Improvement Fund	Old Raw Water pump house must be de-commissioned prior to work being conducted. City crews may not have time to compete until 2023.
TOTAL WATER UTILITY RESERVE	\$196,115.61	\$35,954.62	(\$160,160.99)		

YEAR 2022 - WATER & SEWER UTILITY FUND CAPITAL BUDGET - CAPITAL SPENDING					
	2022 BUDGET	2022 Spending YTD (June 30)	Variance YTD Spending to Budget (June 30)	FUNDING	TIMELINES
NEW RAW WATER PUMP HOUSE					
New Raw Water Pump House	\$2,808,927.00	\$1,347,826.20	(\$1,461,100.80)	City's Borrowing of Funds	Construction commenced November 2020. Estimated facility turnover to the City is August 2022.
NEW WATER PUMP HOUSE	\$2,808,927.00	\$1,347,826.20	(\$1,461,100.80)		
			<i>(\$1,461,100.80)</i>		
DEBT FINANCING					
Waste Water Treatment Plant - Detailed Design Year 1	\$394,797.28	\$394,797.28	\$0.00	Debt Financing	Carry Forward funds fully spent.
TOTAL DEBT FINANCING	\$394,797.28	\$394,797.28	\$0.00		
TOTAL 2021 C/F CAPITAL PROJECTS	\$3,399,839.89	\$1,778,578.10	(\$1,621,261.79)		
			<i>(\$1,621,261.79)</i>		
SEWER RELINING - OPERATING BUDGET					
Sewer Relining - Operating Budget		\$464,731.35	\$464,731.35	Waterworks Improvement Fund	Projects underway.
TOTAL SEWER RELINING	\$0.00	\$464,731.35	\$464,731.35		
TOTAL 2022 WATER & SEWER UTILITY CAPITAL	\$9,837,439.89	\$2,646,917.47	(\$7,190,522.42)		
			<i>(\$7,190,522.42)</i>		

2022 Utility Replacement Locations			
STREET	FROM	TO	STATUS
6 Ave E	21 St E	23 St E	Ongoing
16 St W	2 Ave W	4 AW	Completed
Central Ave	22 St E	24 St E	Not Started
24 St E	Central Ave E	1 Ave E	Completed
7 St E	11 Ave E	13 Ave E	Not Started
5 Ave E	24 St E	28 St E	Not Started

2022 Watermain Replacement Projects			
Account #	Treatment	GP Description	2022 YTD SPENDING
8-2-40285	Watermain Replacement	6 AE Water (22-23 SE) - Water	
8-2-40293	Watermain Replacement	16 SW (2-4 AW) - Water	\$165,564.71
8-2-40294	Watermain Replacement	17 SW (10 AW) - Water	
8-2-40295	Watermain Replacement	Central A (22-24 S) - Water	\$3,654.88
8-2-40296	Watermain Replacement	24 SE (Cent-1 AE) - Water	\$41,698.81
8-2-40297	Watermain Replacement	7 SE (11-13 AE) - Water	
8-2-40298	Watermain Replacement	Little Red Extension - Water	\$9,877.76
8-2-40242		10TH ST E (CENTRAL - 1 AVE E)	\$80.89
8-2-40283		12 SE WATER (4-6 AE)	\$172.29
8-2-40286		20 SW WATER (8-9 AW)	\$514.68
		TOTAL SPENDING	\$221,564.02
		TOTAL BUDGET	\$1,435,954.62
		UNSPENT	(\$1,214,390.60)
2022 Sewermain Replacement Projects			
8-2-40284	Sanitarymain Replacement	6 AE Sewer (22-23 SE) - Sanitary	
8-2-40299	Stormmain New	Central A (22-24 S) - Storm	\$20,807.80
8-2-40300	Sanitarymain New	5 AE (24-28 SE) - Sanitary	
8-2-40301	Stormmain Replacement	18 AW (13 SE - Outfall) - Storm	
8-2-40302	Stormmain New	3 ANW - Outfall Construction - Storm	
8-2-40303	Storm/Sanitary Repair	16 AW (2-4) - Storm/San	\$22,028.68
8-2-40282		1AW Sewer (17-18 SE)	\$1,288.35
		TOTAL SPENDING	\$44,124.83
		TOTAL BUDGET	\$834,701.45
		UNSPENT	(\$790,576.62)

BUDGET

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

BUDGET

2022	Sewermain Replacement Budget	\$750,000.00
2021	C/F from Year 2021	\$84,701.45
	TOTAL SEWERMAIN BUDGET	\$834,701.45



City of
Prince Albert

MIN 22-57

TITLE: June 28, 2022 Planning Advisory Committee Meeting Minutes

DATE: **June 30, 2022**

TO: Executive Committee

PUBLIC: **X**

INCAMERA:

RECOMMENDATION:

Be received as information and filed.

ATTACHMENTS:

1. Unofficial Minutes

Written by: Planning Advisory Committee



CITY OF PRINCE ALBERT

PLANNING ADVISORY COMMITTEE REGULAR MEETING

MINUTES

**TUESDAY, JUNE 28, 2022, 4:00 P.M.
MAIN BOARDROOM, 2ND FLOOR, CITY HALL**

PRESENT: Councillor Terra Lennox-Zepp
Councillor Dawn Kilmer
Hannah Buckie
Clayton Clark
Carmen Plaunt
Kim Scruby
Kyle Smith-Windsor

Savannah Price, Acting City Clerk
Craig Guidinger, Director of Planning and Development Services

1. CALL TO ORDER

Councillor Lennox-Zepp, Chairperson, called the meeting to order.

2. APPROVAL OF AGENDA

0012. **Moved by:** Scruby

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: Victor Hernandez and Matthew Roberts

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

0013. **Moved by:** Smith-Windsor

That the Minutes for the Planning Advisory Committee Regular Meeting held April 26, 2022, be taken as read and adopted.

Absent: Victor Hernandez and Matthew Roberts

CARRIED

5. CORRESPONDENCE & DELEGATIONS

6. REPORTS OF ADMINISTRATION & COMMITTEES

6.1 Renovations to the Court of Queen's Bench (RPT 22-241)

0014. **Moved by:** Plaunt

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

That RPT 22-241 be received as information and filed.

Absent: Victor Hernandez and Matthew Roberts

CARRIED

6.2 PAC – Land Development Policy and Public Engagement (RPT 22-228)

Verbal Presentation was provided by Craig Guidinger, Director of Planning and Development Services and Kristina Karpluk, Planning Manager.

0015. **Moved by:** Scruby

1. That the comments and feedback given by the Planning Advisory Committee at the June 28, 2022 meeting regarding Public Engagement on the Land Development Policy be used to help establish a Public Engagement Strategy; and,

2. That the Public Engagement Strategy regarding the Land Development Policy be forwarded to an upcoming Executive Committee meeting for consideration.

Absent: Victor Hernandez and Matthew Roberts

CARRIED

7. UNFINISHED BUSINESS

8. ADJOURNMENT – 4:45 P.M.

0016. **Moved by:** Clark

That this Committee do now adjourn.

Absent: Victor Hernandez and Matthew Roberts

CARRIED

COUNCILLOR TERRA LENNOX-ZEPP
CHAIRPERSON

SAVANNAH PRICE
SECRETARY

MINUTES ADOPTED THIS 27TH DAY OF SEPTEMBER, A.D. 2022.



RPT 22-279

TITLE: Crosswalk Policy

DATE: July 7, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the Crosswalk Policy be forwarded to Council for approval.

TOPIC & PURPOSE:

The purpose of this report is to introduce a Crosswalk Policy to for approval.

BACKGROUND:

The Department of Public Works currently does not have a formal policy in place to process requests or outline criteria for custom crosswalk painting. Every year the Department receives 10 - 15 requests to paint various crosswalks throughout the City. Often City traffic accommodation has been provided in-kind for these requests which has taken employees away from their normal duties with no compensation. In addition, lack of a formal policy has created confusion for applicants and extra administrative time is required to work out details for the requests. This has led to inefficiency and inconsistency in what requests are approved or denied. A Crosswalk Policy is required to improve this process and formalize criteria and responsibilities of the applicants and the City.

The Department of Public Works also does not have a formal policy detailing standard procedure for adding, removing or selecting crosswalk treatments throughout the City. This Policy is required to ensure that best practices are followed in a consistent manner for all marked crosswalk locations throughout the City.

PROPOSED APPROACH AND RATIONALE:

Crosswalk Installation, Removal and Treatment Selection

The Department of Public Works aims to provide safe, consistent and accessible crosswalks for the public to use. This Policy is intended to maintain consistent design standards,

methodology and procedure for adding, removing, relocating or selecting treatments for crosswalks in the City. The standardization of pedestrian crossing control increases local knowledge of the treatments used and the effectiveness of designs. The Transportation Association of Canada: Pedestrian Crossing Control Guide (2018) is used with engineering judgement to select crosswalk treatments, and criteria to install or remove marked pedestrian crossings.

Within this Policy a standard process has been developed using the Pedestrian Crossing Control Guide to ensure best practices are followed. This process considers information such roadway geometry, pedestrian sightlines, pedestrian count, vehicle count, lane widths and active transportation connectivity within the City.

Crosswalk Painting Requests

The Transportation Association of Canada: Manual of Uniform Traffic Devices for Canada is used to standardize all traffic paint and traffic signage throughout Canada. In this manual, it states that crosswalk lines are to be painted white only. At current, requests are made to paint crosswalks in many different colors. This creates multiple problems such as motorists looking at the crosswalk painting rather than the roadway and confusion when colors such as orange (construction), yellow (warning), green (go) and red (stop) are used. The function of painted crosswalks is for pedestrian safety and it should be deployed for this purpose.

For this reason it is recommended in this Policy that all approved crosswalk art be white in color. It should also be noted that the Transportation Association of Canada began official decorative crosswalk studies in June 2021. This study includes 14 of the most recognized organizations/municipalities throughout Canada and looks to address driver perception and recognition, driver and pedestrian distraction, skid resistance and more. Depending on the findings of this study this Policy may be re-visited to follow the most up to date crosswalk safety practices.

Other important information and criteria for the Crosswalk Painting Process includes.

- No custom crosswalk painting over arterial roadways will be considered. (Arterial and Collector Map Shown in Attachment 3).
- Applicants must submit the crosswalk applications 30 days in advance of anticipated install date to be considered. This is to ensure that City traffic accommodation can be scheduled and to allow administration adequate time to process the request in a fair manner.
- City performed traffic accommodation is required to ensure the applicants safety while painting. All equipment, material and labor to perform this request will be invoiced to the applicant at a reduced flat rate of \$200.

- All traffic paint, stencils and labor to perform the painting must be provided by the applicant.
- Custom Painting Requests will only be considered at existing marked pedestrian crossings or crossing locations that require traffic to stop because of a stop sign or traffic signal.

Arterial Roadways

Cities such as Saskatoon, Regina, Hamilton, Halifax and many more do not allow decorative crosswalk painting over arterial roadways. The primary reason for this is safety. The Policies are in place to ensure minimal driver distraction and to maintain focus on traffic control devices, pedestrians and other vehicles. It should also be considered that traffic accommodation over arterial roadways is much more expensive to the City as it requires 4 separate lane closures and creates traffic congestion in the process. Painting on lower traffic volume streets also extends the life of the artwork.

Traffic Accommodation

Traffic accommodation is required to be performed by certified City of Prince Albert staff to ensure the safety of the applicant and the general public. The current average cost to perform traffic accommodation for decorative painting requests is \$463.37 (on low traffic streets). However, since these crosswalks are largely painted by non-profit organizations it is recommended that a flat rate of \$200 be invoiced to the applicant for any approved custom painted crosswalks. It should be noted that Saskatoon and Regina currently charge the applicants full cost for all traffic accommodation.

CONSULTATIONS:

The Mayor and the Community Services Department were consulted in this process.

The City of Saskatoon Transportation Department was consulted to review the process and application of their decorative crosswalk Policy.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

If the Crosswalk Policy is accepted, it will be published on the City's website. Interest groups who request painted crosswalks in support of their motion will be notified of the policy at that time.

POLICY IMPLICATIONS:

The addition of a Crosswalk Policy.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no privacy implications or official community plan.

FINANCIAL IMPLICATIONS:

City Traffic Accommodation on average costs \$463.37 for custom crosswalk painting applications. However, it is recommended that a flat rate of \$200 be invoiced to the applicant for any approved custom painted crosswalks.

STRATEGIC PLAN:

The proposed policy supports the long-term strategy to standardize pedestrian crosswalk infrastructure throughout the City of Prince Albert. Standardizing crosswalk treatments enhances public knowledge and improves pedestrian safety. This policy also supports the long-term strategy to enhance active transportation and move toward sustainable energy infrastructure.

OPTIONS TO RECOMMENDATION:

That with all else the same the Policy allow for colored traffic paint to be used for decorative crosswalks. If this option is considered a clause will be included that states;

"Artwork must not contain any shapes, colors or illustrations that motorists may confuse with traffic control devices."

This clause is required to ensure that the crosswalk does not conflict with any traffic control devices. For example, to ensure that a green crosswalk (go) isn't placed at a stop sign.

PUBLIC NOTICE:

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

PRESENTATION: PowerPoint by Evan Hastings, Transportation and Traffic Manager**ATTACHMENTS:**

1. Crosswalk Policy 2022
2. Custom Crosswalk Request Process and Application
3. Attachment 3 - PA Arterial + Collector Map
4. Crosswalk Policy PowerPoint

Written by: Evan Hastings, Transportation and Traffic Manager

Approved by: Director of Public Works & City Manager

City of Prince Albert Statement of POLICY and PROCEDURE			
Department:	Public Works Department	Policy No.	
Section:	Traffic & Transportation	Issued:	
Subject:	Crosswalk Policy	Effective:	
Council Resolution # and Date:		Page:	1 of 8
		Replaces:	
Issued by:	Evan Hastings, Transportation Manager	Dated:	June, 2022
Approved by:			

1 POLICY

- 1.01 The City shall follow all specifications in the Manual of Uniform Traffic Control Devices for Canada, prepared by the Transportation Association of Canada, and engineering judgement when processing the painting of crosswalks.
- 1.02 The City shall follow all specifications in the Pedestrian Crossing Control Guide, prepared by The Transportation Association of Canada, and engineering judgement when processing the installation or removal of crosswalk locations, as well as, the crossing treatments and components used.

2 PURPOSE

- 2.01 To define the specifications and procedure used for the installation or removal of controlled pedestrian crosswalks in the City.
- 2.02 To minimize crash rates that include or are influenced by pedestrians at controlled pedestrian crosswalks in the City.
- 2.03 To reduce traffic congestion at high traffic pedestrian crossing locations.
- 2.04 To reduce the delay experienced by pedestrians attempting to cross streets within the City.
- 2.05 To standardize the crossing treatments utilized at pedestrian crosswalks.
- 2.06 To enhance connectivity of active transportation within the City.
- 2.07 To provide a process and specifications needed to maintain public safety

City of Prince Albert Statement of POLICY and PROCEDURE			
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and provide consistency in facilitating unique, painted crosswalks for eligible applicants.

3 SCOPE

3.01 This Statement of Policy and Procedure herein applies to:

- a. The installation, removal or alteration of all marked pedestrian crossings within the City of Prince Albert.
- b. Treatment selection for all marked pedestrian crossings.
- c. All requests for unique painted crosswalks by interest groups.

4 RESPONSIBILITY

- 4.01 The Department of Public Works is responsible for ensuring that any installation or removal of crosswalks and crosswalk treatments conform to this Policy.
- 4.02 Motorists approaching a marked pedestrian crossing must yield the right of way to any pedestrians crossing the street.
- 4.03 City Council shall be responsible for approving any changes to this Policy as recommended by the Department of Public Works.
- 4.04 The applicant shall be responsible to submit a complete Crosswalk Painting Request.

5 DEFINITIONS

- 5.01 Applicant – refers to a person, group, or organization with an interest to promote or a specific message to support.

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- 5.02 Component – refers to optional/beneficial crossing tools that can aid in the effectiveness of a selected treatment.
- 5.03 Crosswalk/Crossing – that part of a roadway at an intersection included within the connection of the lateral lines of the sidewalks on the opposite sides of the roadway measures from the curbs or, in the absence of curbs, from the edges of the roadway or that part of the roadway that is clearly marked as a crossing for the sole use of pedestrians whether at an intersection or not. By definition, crosswalks exist at every intersection whether marked or not.
- 5.04 Equivalent Adult Units – refers to the Transportation Association of Canada’s method for counting pedestrian crossing volumes. Seniors, children, and disabled pedestrians have increased weighting when determining if a crosswalk is required.
- 5.05 The Guide – refers to the Transportation Association of Canada’s Pedestrian Crossing Control Guide of 2018 or its equivalent successor.
- 5.06 Induced Crossing Volume – refers to the Department of Public Works anticipated volume of pedestrians that will use a crosswalk once implemented or upgraded.
- 5.07 Pedestrian Generator/Producer – refers to specific locations that attract a large number of pedestrians.
- 5.08 Regular Pedestrian Activity – refers to the day that a crossing study is done. The study cannot be completed on an irregular day for pedestrian activity such as Holidays, Sundays, on abnormally cold or hot days, or in

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areas on days that a special event is occurring such as the Exhibition or City Parade.

5.09 Treatment – refers to the traffic control device or devices used in coordination with one another at a crosswalk location.

6 REFERENCES AND RELATED STATEMENTS of POLICY and PROCEDURE

6.01 Traffic Bylaw No. 35 of 2020, or any successor to that Bylaw.

7 CRITERIA

7.01 Crosswalk Painting Requests

- a. Crosswalk painting requests will only be considered at existing marked pedestrian crosswalks or crossing locations that require traffic to stop for a stop sign or traffic signal.
- b. Only simple designs will be considered for approval by the Department of Public Works.
- c. All requested painted crosswalks are to be a consistent 2.5 meters in width and painted with white traffic paint. The line width of the crosswalk bars are to be a standard 100 mm.
- d. The applicant is responsible for all material, labour and equipment required for painting the approved special crosswalk.
- e. City traffic accommodation is required for all approved crosswalk painting requests. This is done to ensure the safety of the painter and the general

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public. Traffic accommodation will be provided to the applicant at a reduced flat rate of \$200.

- f. Crosswalk Painting Requests will not be considered on arterial roadways.

7.02 Crosswalk Painting Request Eligibility

Eligibility will not be considered for crosswalk painting requests that:

- a. Are political in nature;
- b. Are commercial in nature;
- c. Are discriminatory or incite hatred towards any group;
- d. Contain any inflammatory, libelous or obscene content;
- e. Are unlawful;
- f. Are contrary to the policies of the City of Prince Albert;
- g. Are deemed unsuitable for any other reason by the Director of Public Works;

8 PUBLIC WORKS CROSSWALK DESIGN PROCEDURES

8.01 Warrant for a New Marked Crosswalk Location

- a. A new crosswalk location must be at a minimum 100 m away from any other controlled intersection or pedestrian crosswalk. This minimum distance may be increased based on engineering judgement.
- b. The new crosswalk location must be reviewed to determine adequate sightlines are possible for safe pedestrian use.
- c. A new crossing will only be warranted if at least one of the following conditions is met.
 - i) Administration determines the location requires a crosswalk for

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effective pedestrian connectivity.

- ii) Administration determines the locations induced crossing volume will exceed 100 Equivalent Adult Units in a 7 hour period as per the Transportation Association of Canada: Pedestrian Crossing Control Guide (2018) or its equivalent successor. Any pedestrian crossing volume data used must be recorded on days that reflects regular pedestrian activity.
- d. If the location is found to warrant a marked pedestrian crosswalk and a traffic signal is not warranted, the crossing treatment will be determined using procedure 8.02 in this Policy.

8.02 Procedure for Crosswalk Treatment Selection and Design

- a. The crosswalk treatment and design will be determined using the Transportation Association of Canada: Pedestrian Crossing Control Guide (2018) or its equivalent successor and Engineering Judgement.
- b. The Department of Public Works is to use the most recent traffic volume data in treatment selection. This data is required to have been counted within the last 2 years. Administration is to ensure that the traffic data will not largely deviate in the foreseeable future due to planned City projects.
- c. If Administration determines additional safety measures are required, “desirable” or “optional” components as per the Guide can be added to the crossing treatment. Administration must exhaust all components within reason before selecting a treatment that deviates from the Guide standard.

8.03 Existing Crosswalk Removal Procedure

- a. A marked crosswalk may be removed if one or more of the following

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conditions is met.

- i) The crosswalks function is heavily reduced due to the removal, closing or alteration of a pedestrian generator or producer.
- ii) Administration completes a crosswalk study that determines the crosswalk is not needed for connectivity and has less than 100 Equivalent Adult Units crossing over 7 peak hours a day. This study must be completed on a day that reflects regular pedestrian activity.
- iii) Administration determines the crossing location or treatment is unsafe for pedestrian use.

8.04 Crosswalk Painting Requests

- a. Applicants are required to submit a complete Crosswalk Painting Request to the Department of Public Works a minimum of 30 days prior to anticipated installation date to be considered. Crosswalk Painting Request forms can be obtained from the Department of Public Works or through the City's website.
- b. Requests can be made via phone at (306) 953-4900, by email at pwinquiries@citypa.com or in person at the Public Works Department located at the 3rd Floor of City Hall.
- c. The Department of Public Works is to review the proposed crosswalk design, approximate location, and message/motion and reply to the applicant within 10 business days of the application submission date. The Department of Public Works will approve, deny or suggest editing of the proposal at this stage.
- d. Following acceptance of the crosswalk design and message/motion it supports, the Department of Public Works will work with the applicant to

City of Prince Albert Statement of POLICY and PROCEDURE			
Department:	Public Works Department	Policy No.	
Section:	Traffic & Transportation	Issued:	
Subject:	Crosswalk Policy	Effective:	
Council Resolution # and Date:		Page:	8 of 8
		Replaces:	
Issued by:	Evan Hastings, Transportation Manager	Dated:	June, 2022
Approved by:			

provide a/some crosswalk location(s) that are safe to be painted near the location in the applicant's request.

- e. The Transportation and Traffic Manager will work with the applicant to coordinate a date that traffic accommodation can be provided by the City of Prince Albert.
- f. The Department of Public Works will provide the applicant with final written approval for the crosswalk painting request.
- g. All traffic accommodation deployed by the City of Prince Albert to facilitate safe painting of the approved crosswalk will be invoiced to the applicant as reduced flat rate of \$200. The applicant must pay this fee before traffic accommodation and painting takes place.
- h. Crosswalk paint will remain until snow fall. However, the Department of Public Works at any time reserves the right to remove the paint due to safety concerns, failure to pay, or alteration of the intended message/motion. Costs of the crosswalk paint removal may be charged to the applicant depending on the reasoning for the removal.
- i. If the applicant is not in agreement with the decision of the Transportation and Traffic Manager, the applicant may appeal the decision by written letter to the Director of Public Works.

Process for Requests for Crosswalk Painting

1. Complete the application and submit to the City of Prince Albert Department of Public Works. This form can be filled at the Department of Public Works (3rd floor of City Hall), completed online and emailed to pwinquiries@citypa.com, or completed over the phone at (306) 953-4900. All applications are to be submitted a minimum of 30 days prior to the anticipated installation date to be considered for approval.
2. The Transportation and Traffic Manager will review the request within 10 business days of submission and contact the applicant about any changes that are required.
3. Once the message/motion and stencil is approved the Transportation and Traffic Manager will work with the applicant to determine a crosswalk location that is safe to paint.
4. The Transportation and Traffic Manager will coordinate with the applicant and with the City of Prince Albert sign shop in order to select a day that traffic accommodation can be provided to ensure a safe painting process.
5. All applications for crosswalks will be processed according to the City's Crosswalk Policy.

Criteria

1. Only white paint will be considered for approval.
2. Only simple designs will be considered. This is so that the crosswalk is not distracting or confusing to road users.
3. All stencils must fit between standard 2.5 m wide crosswalk lines. The line width of the crosswalk bars are to be a standard 100 mm.
4. City of Prince Albert Traffic Accommodation is required to ensure the safety of the painter and the general public. Traffic accommodation will be provided to the applicant at a reduced flat rate of \$200. Payment of this fee is to be made before Traffic Accommodation or painting takes place.
5. The applicant is responsible for supplying the paint, stencil and painters required to complete the work.
6. Crosswalk Painting Requests will not be considered on Arterial roadways.
7. Crosswalk Painting Requests will only be considered at locations that have an existing marked pedestrian crossing or locations that require traffic to stop at a stop sign or traffic signal.

Application:

Information on Organization

Organization Name

Applicant Name

Which of the following best describes your organization?

- For-profit Organization
 Registered Non-profit Organization
 Other (please explain)

Registration #

Contact Information

Name

Telephone (day)

Telephone (evening)

Address

Email Address

Crosswalk Painting Request - Application

Details of the Request to paint a Crosswalk(s)

Describe who wants to do the painting, of what, and why. A simple stencil that is repeated across the crosswalk is best. Please attach a picture of the stencil if available.

Example 1:

A fork and spoon to emphasize eating establishments in the area. We want to promote the downtown as a great place to eat and shop, and to provide some fun temporary art.

What is the size of the crosswalks art or stencil?

What type of paint are you planning to use?

When does the painting need to be completed by – date and time? (Please remember that City Traffic Accommodation will have to be scheduled for this request.)

Where do you want to paint the crosswalk(s)? Please include approximate area. The Department of Public Works will assign a location as close as possible that is safe to be painted. Please note that arterial roadways will not be considered for approval.

Example: Central Avenue at 12th Street. Crosswalk going East-West.

Who will perform the painting?

What days are they available to complete the painting?

Send Completed Applications to:

**City of Prince Albert, Attention: Transportation and Traffic Manager, Department of Public Works
1084 Central Avenue, Prince Albert, SK S6V 7P3
Or email to: pwinquiries@citypa.com**

Date of Application _____ Signature of Applicant _____

Note:

Applications are required for all requests for crosswalk painting. Applications will be reviewed by the Department of Public Works. The City will be in contact if any questions regarding the application arise. The applicant will be advised of City's decision in writing once a final decision on the application has been made.

Crosswalk Painting Request - Application

Application Checklist:

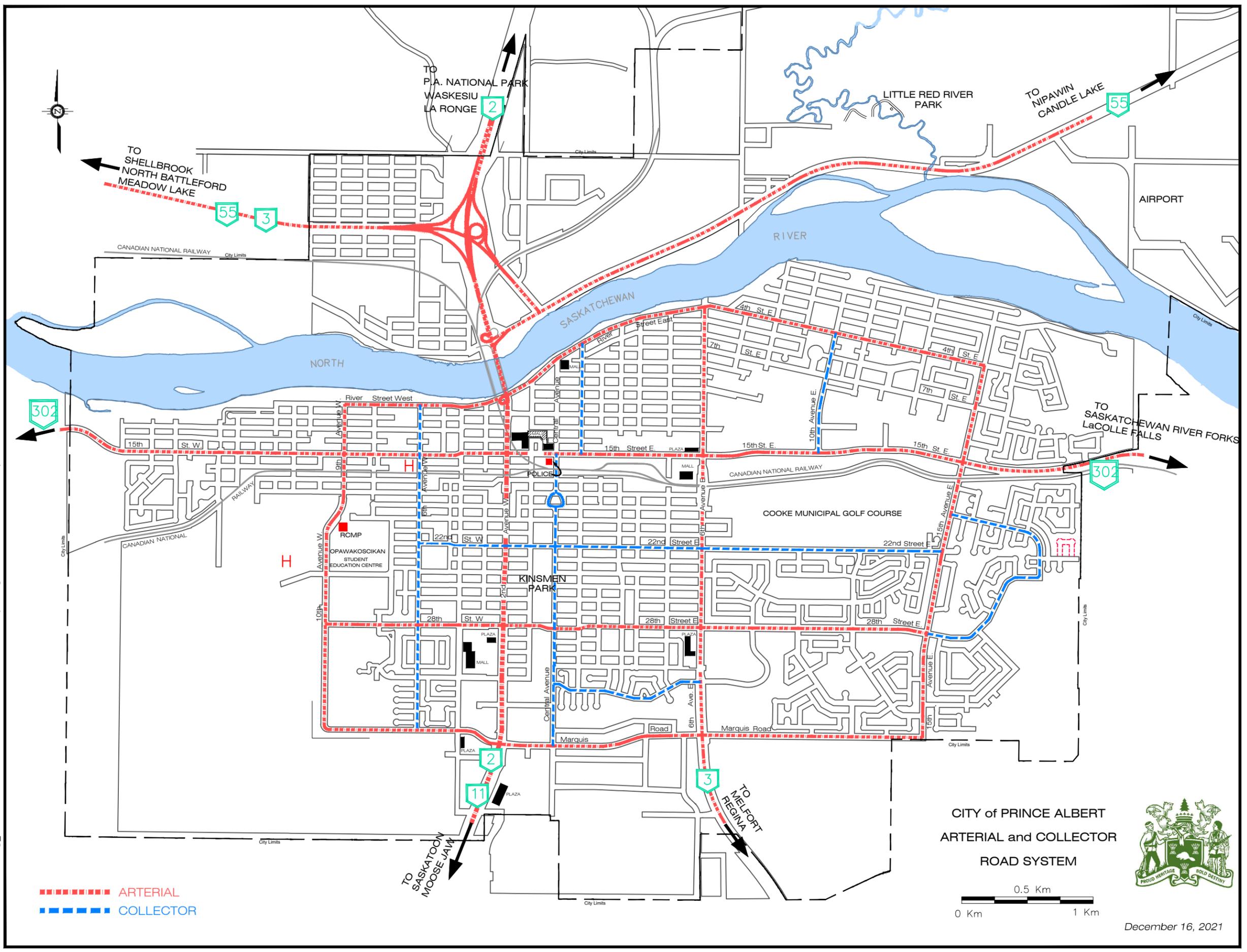
- The request for Crosswalk Painting process has been reviewed.
- The application has been completed in full at least one month in advance of requested date of painting.
- I agree to be responsible for all information and costs outlined in this application.

Office Use OnlyApproved Denied

Transportation and Traffic Manager _____ Date _____

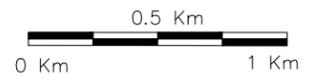
Notes:

G:\Public Worksleng_common\TRAFFIC\Arterial & Collector Map.dwg Dec 17, 2021 - 1:20pm vsawchuk



- - - - - ARTERIAL
- - - - - COLLECTOR

CITY of PRINCE ALBERT
 ARTERIAL and COLLECTOR
 ROAD SYSTEM



December 16, 2021

CITY OF PRINCE ALBERT

Crosswalk Policy

TRANSPORTATION AND TRAFFIC MANAGER

July 2022

Crosswalk Policy

BENEFITS OF IMPLEMENTING A CROSSWALK POLICY

1. Consistent crosswalk design and treatment selection.
2. Defined responsibility between the City and applicants for all Crosswalk Painting Requests.
3. Consistent decision on what locations decorative crosswalks are allowed within the City.
4. Efficient and fair Crosswalk Painting Request process.
5. Reduced administrative time processing requests.

Crosswalk Painting Requests

PROCESS

1. Applicant fills out Crosswalk Painting Application at least 30 days before the anticipated painting date.
2. Transportation Manager to review within 10 business days. Alterations to design or paint material can be made at this time.
3. A safe location to be painted is agreed upon between the Transportation Manager and the Applicant.
4. Traffic Accommodation is scheduled.
5. Crosswalk Painting is completed and the Applicant is invoiced accordingly.

Crosswalk Painting Requests

CROSSWALK PAINTING APPLICATION – KEY RULES

1. All traffic accommodation for Crosswalk Painting Requests will be provided at a standard reduced rate.
2. Custom Painted Crosswalks will not be considered over Arterial streets.
3. Crosswalk Painting Applications must be submitted 30 days before the anticipated installation date.
4. All designs must fit in the bounds of standard white crosswalk bars painted by the City.

Crosswalk Painting Requests

TRAFFIC ACCOMMODATION

Traffic accommodation will be provided by the City of Prince Albert to applicants at a standard rate of \$200.

Traffic Accommodation is required to be performed by qualified City employees to ensure the safety of the painter and the general public.

In past years the average traffic accommodation for custom painting requests have cost the City of Prince Albert \$463. Without a policy this service has been provided In-kind in the past.

Regina and Saskatoon Policy's have applicants pay 100% of the traffic accommodation costs.

Crosswalk Painting Requests

ARTERIAL ROADWAYS

Custom Crosswalk Painting is not to be considered over Arterial roadways. This is consistent with Saskatoon, Halifax, Hamilton, Regina and many more Cities Policy's and Practices.

- To limit driver distractions and maintain focus on pedestrians, motorists and traffic control devices.
- Traffic Accommodation on these roadways is much more expensive and causes traffic congestion.
- To extend the service life of the custom crosswalk painting.

Local Street Crosswalk Painting

1ST STREET EAST AND MATTES AVENUE



Crosswalk Painting Requests

TRAFFIC PAINT COLOR RECOMMENDATION

Recommendation – White Crosswalk Paint Only

- Transportation Association of Canada (TAC) current best practices only allow for white traffic paint only as of the most recent 2021 Manual.
- White traffic paint reduces possible motorist conflict between crosswalk paint color and nearby traffic control devices. (Example: Orange (Construction), Red (Stop), Green (Go), Yellow (Warning)).
- TAC began a colored crosswalk paint study in June 2021. This includes 14 of the most recognized organizations and municipalities in Canada.

Option to Recommendation – Allow Colored Crosswalk Paint

“Artwork must not contain any shapes, colors or illustrations that motorists may confuse with traffic control devices.”

John Diefenbaker Public School Painting

PAINTING OPTIONS





TITLE: 15th Street Parking Removal

DATE: July 11, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the recommendation for the removal of all on-street parking, including 14 metered parking stalls and an unloading zone on 15th Street between 1st Avenue West and 1st Avenue East be approved.

TOPIC & PURPOSE:

The purpose of this report is to bring forward a plan to improve traffic flow and safety along 15th Street between 2nd Avenue West and 1st Avenue East in coordination with the Transportation Master Plan.

BACKGROUND:

In 2015, the Sears location on the southeast corner of the Gateway Mall was a large pedestrian generating department store that saw thousands of people on a yearly basis. In 2015, the 12 metered parking stalls in front of the store entrance on 15th Street West earned \$11,295.25 in revenue which is in excess of 9000 hours of parking. In 2017, Sears closed its doors which significantly reduced the need for nearby parking stalls. From January 2021 – June 2022 (18 months) the parking meters earned just \$57.75 or 46 hours of parking (0.5% of the 2015 total). Maintenance, upkeep and retrieval of money from the parking meters at these locations are no longer justified from an operations stand point.

As the average daily traffic counts rose to nearly 29,000 in some sections along the 15th Street corridor the decision was made to add a 3rd lane heading eastbound and west bound between 1st Avenue East and 6th Avenue East in 2021. This was done in accordance to the Transportation Master Plan (2017). The added lanes have worked to reduce traffic congestion and travel times throughout the corridor. However, this left the roadway section of 15th Street between 2nd Avenue West and 1st Avenue East with 2 lanes which creates a traffic bottleneck.

15th Street is the busiest east-west travelling arterial roadway in Prince Albert. Its primary function is to transport motorists throughout the City efficiently. Removal of the existing on-street parking will allow for the possibility to add a 3rd traffic lane to increase capacity of the roadway and reduce congestion during periods of heavy traffic flow. It is particularly important to reduce congestion in this section of roadway as the Prince Albert Police Service and Prince Albert Fire Department are located there. Consultation with the Prince Albert Fire Department confirmed that the change is welcome and they believe it could improve emergency response times during peak traffic flow.

PROPOSED APPROACH AND RATIONALE:

To further improve lane continuity and roadway capacity heading westbound along 15th Street between 2nd Avenue West and 1st Avenue East, a 3rd lane can potentially be added. This would require the removal of 12 metered parking stalls in front of the Gateway Mall, as well as 3 parking spots in front of the YWCA – Hope’s Home Branch. *(Proposed changes shown in Attachment 1 - 15th Street Proposed Lane + Parking Changes).*

The recommendation would also require the removal of 2 metered parking stalls in front of the Gem Denture Clinic. These parking meters were used for 525 hours between January 1, 2021 and June 30, 2022. This equates to \$656.10 of revenue over that period. It should be noted that the business has a metered parking lot directly adjacent to them which clients already use. *(Shown in Attachment 2 - Gem Denture Clinic Parking).*

Lastly, the approach would seek to remove the various parking and unloading zones heading eastbound on 15th Street between 1st Avenue West and 1st Avenue East. This would allow for the addition of a 3rd driving lane to enhance traffic flow and roadway capacity in the corridor. These parking and unloading zones were confirmed to be under utilized through consultation with the Prince Albert Police Service.

Existing on-street parking will remain on the eastbound section of 15th Street between 2nd Avenue West and 1st Avenue East as it is a frequently used parking zone for many nearby businesses.

CONSULTATIONS:

The YWCA Hope’s Home Branch was consulted and determined that the 15th Street parking is used on occasion. However, the organization generally parks in the back parking lot and sees no problems in removing the on-street parking.

The Prince Albert Fire Department was consulted and specified that the changes are welcome and may even improve emergency service response due to reduced traffic backups at nearby traffic signals.

Gem Denture Clinic was consulted and said that the two stalls in front of the building are the closest to their entrance and are generally the first two parking spots in use. After these stalls are filled the metered parking lot directly west of the business is used. They were not in full support of removing the 2 on-street parking stalls. However, administration believes that the removal of these metered parking stalls will assist in improving 15th Street traffic flow and increase the usage of the existing metered parking lot. (*Shown in Attachment 2 - Gem Denture Clinic Parking*).

The Prince Albert Police Service was consulted and they determined that they can continue to operate with no problems if the on-street parking on 15th Street was removed. The addition of the 10th Street East Police Precinct has reduced the need for on-street parking on 15th Street West.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

If the recommendation to remove the on-street parking stalls on 15th Street is approved the Department of Public Works will work with the Communications Department to draft a media release to alert residents of the changes.

FINANCIAL IMPLICATIONS:

Removing the 7 parking meters (12 parking stalls) in front of the old Sears would lose \$38.50 in revenue a year (based off of January 2021 – June 2022 Meter earnings).

Removing the parking meter 2 parking stalls in front of Gem Denture Clinic will see no reduction in revenue as clients will park in the metered parking lot directly west of the business.

The City will see cost savings in reduced maintenance, upkeep and coin collection operations along 15th Street.

OTHER CONSIDERATIONS/IMPLICATIONS:

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

STRATEGIC PLAN:

This report supports the long-term strategy to reduce emergency services response time. This report also supports the long-term strategy to improve traffic flow within the City.

OFFICIAL COMMUNITY PLAN:

This report supports the long-term Transportation Master Plan (2017) recommendation to modify 15th Street to 6-lanes between 2nd Avenue West and 10th Avenue East.

PUBLIC NOTICE:

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

ATTACHMENTS:

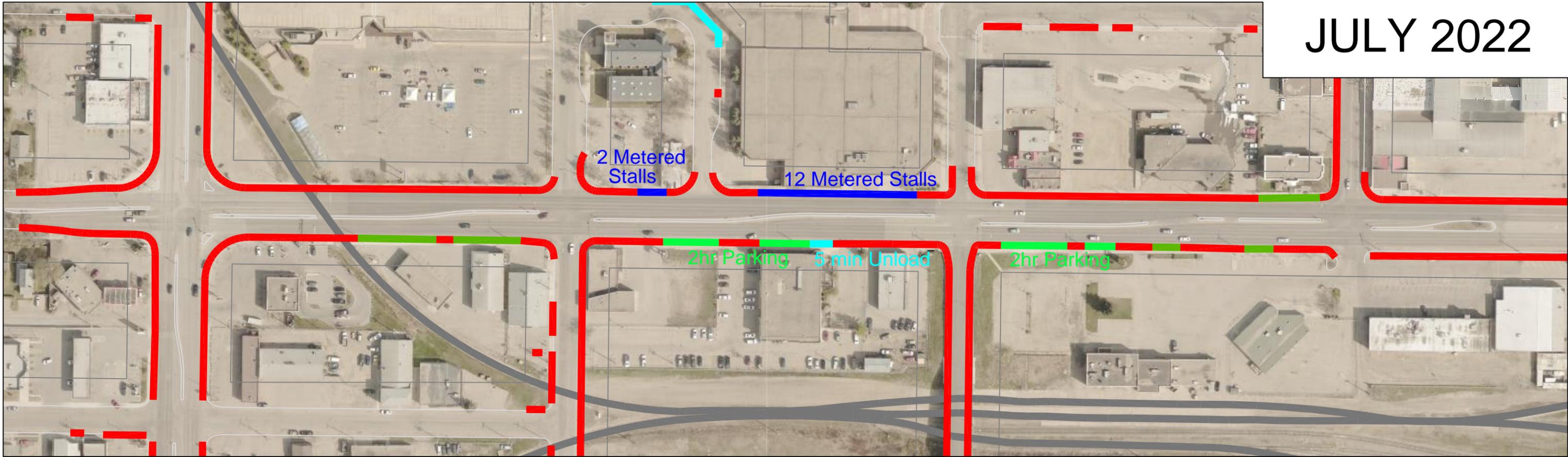
1. Attachment 1 - 15th Street Proposed Lane + Parking Changes
2. Attachment 2 - Gem Denture Clinic Parking

Written by: Evan Hastings, Transportation and Traffic Manager

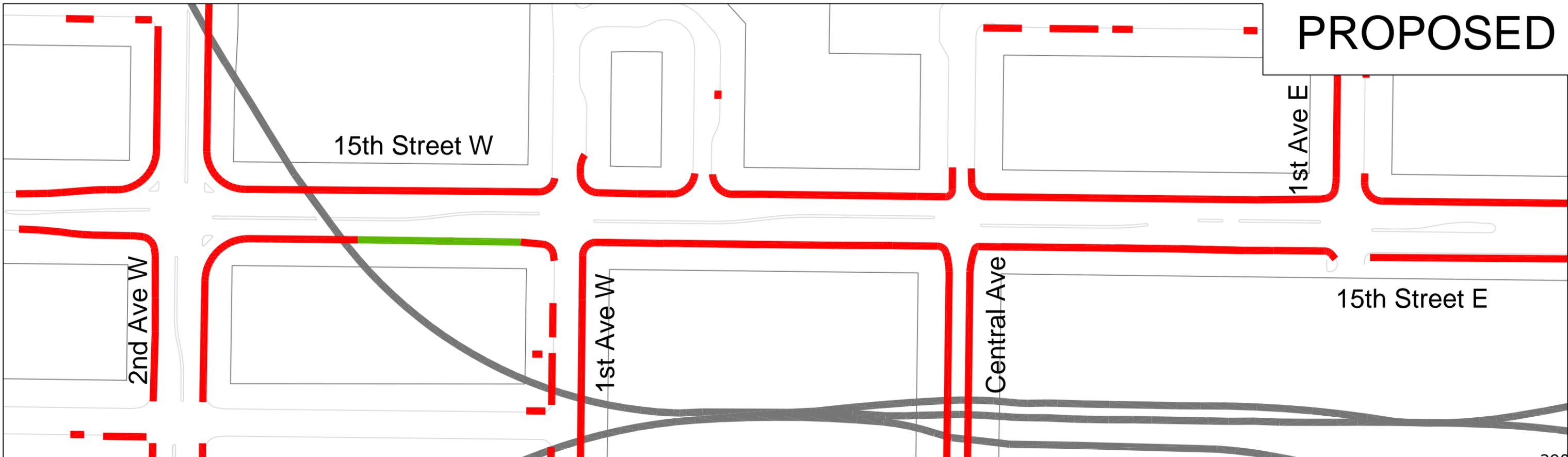
Approved by: Director of Public Works & City Manager

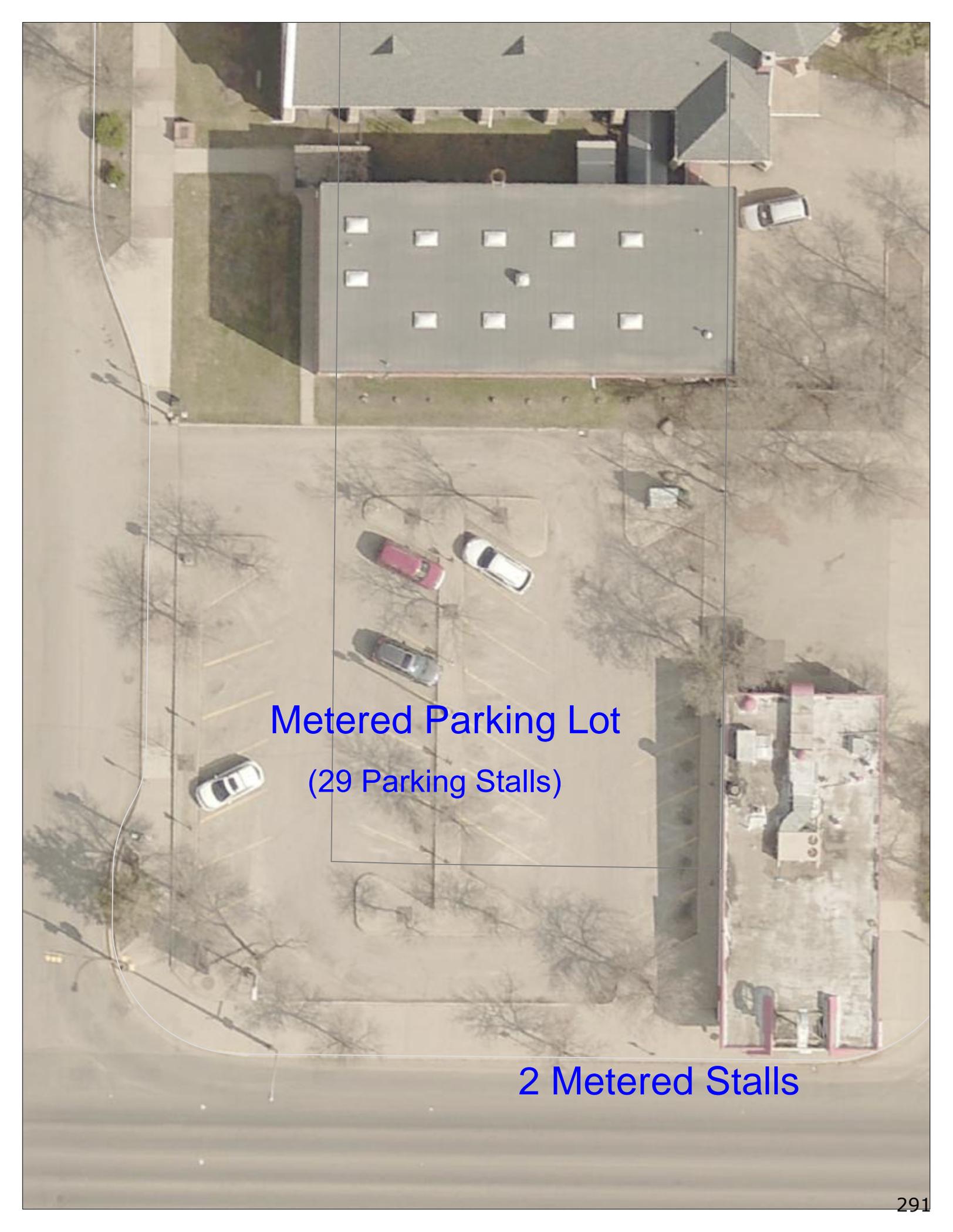
PRESENTATION: Verbal Presentation by Evan Hastings, Transportation and Traffic Manager.

JULY 2022



PROPOSED



An aerial photograph showing a parking lot with yellow markings. A large building with a grey roof and several windows is at the top. A gas station with a white canopy is at the bottom right. A white car is parked on the left side of the lot. A red car and a white car are parked in the center. A blue car is parked in the middle. A white car is parked on the right side. The text "Metered Parking Lot (29 Parking Stalls)" is overlaid in blue. The text "2 Metered Stalls" is overlaid in blue at the bottom right.

**Metered Parking Lot
(29 Parking Stalls)**

2 Metered Stalls



RPT 22-267

TITLE: Action Items from City Council, Executive Committee and Budget Committee

DATE: July 8, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the Action Items be updated as indicated in the Open Items document, as attached to RPT 22-267.

TOPIC & PURPOSE:

The purpose of this report is to provide an update to members of Council regarding all open action items initiated by members of City Council at either a City Council, Executive Committee or Budget Committee meeting.

BACKGROUND:

The Council & Committee Action Item process was implemented by City Council on May 9, 2005, to ensure that action items resulting from a meeting motion derived at a City Council, Executive Committee or Budget Committee were completed as approved in a timely manner.

At the January 28, 2019 City Council meeting, the sixty (60) day standard due date was extended to ninety (90) days to assist Administration in allowing sufficient time to review, analyze, and collect relevant information to compile a comprehensive report for members of Council to consider and make a well informed decision.

PROPOSED APPROACH AND RATIONALE:

The City Clerk's Office has completed the semi-annual review of the open action items requested prior to June 13, 2022 and the attached document reflects all open action items with the current due date, along with any request to extend or close the item for review by members of Council.

As requested, Administration has continued to keep track of the number of requests made by members of Council for additional Administrative reports, and those numbers are outlined in the attached spreadsheet for review.

CONSULTATIONS:

Each Department has reviewed their open action items and if an extension or closure is required, has provided a response to the City Clerk's Office for inclusion in the attached spreadsheet.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Following review by members of Council, the City Clerk's Office will update the Action Items within the Program.

The program will send a reminder for each item to the Department contact 21 days in advance of the item's due date.

Administration will ensure that a continued commitment is made to complete the items within the standard due date timeline.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no options to recommendation or financial, policy or privacy implications.

STRATEGIC PLAN:

The information contained in the report directly aligned The City's Strategic Goal of Corporate Sustainability:

"The City recognizes that a well-functioning organization needs to be clear on the roles and functions of Administration and Council, understand the core principles and behaviours or good governance, and commit to continued improvement in governance and organization."

OFFICIAL COMMUNITY PLAN:

Section 4 – Decision Making outlines the following relevant goal:

Improve the quality of the City's key stakeholder relationship and increase awareness of City programs and initiatives.

PUBLIC NOTICE:

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

PRESENTATION: Verbal by Terri Mercier, City Clerk**ATTACHMENTS:**

1. Report Preparation Calendar
2. Reports Derived from Motions
3. Open Action Items - City Manager's Office
4. Open Action Items - Community Services
5. Open Action Items - Corporate Services
6. Open Action Items - Financial Services
7. Open Action Items - Fire & Emergency Services
8. Open Action Items - Planning & Development Services
9. Open Action Items - Public Works

Written by: Terri Mercier, City Clerk

Approved by: City Manager

3 Week Administration Report Timeline

	Monday	Tuesday	Wednesday	Thursday	Friday
2 Weeks before Mtg				12:00 Noon – All Admin Reports for an upcoming mtg are to be provided to City Mgr to begin his review of reports.	City Mgr review and Dep't revisions if required.
Week before Mtg	City Mgr review and Dep't revisions if required.	<p>8:00 a.m. – City Mgr deadline to have all Admin reports for upcoming meeting to the City Clerk.</p> <p>City Clerk's Office reviews report for completeness of attachments, proper process & any additions required.</p> <p>City Clerk's Office prepares Agenda for Agenda Review Mtg.</p>	<p>Agenda Review Mtg to review reports.</p> <p>Admin revises or completes any report discussed at Agenda Review.</p>	<p>City Clerk's Office finalizes all reports and Agenda for placing on Website.</p> <p>Agenda is required to be placed on Website by 4:00 p.m.</p>	Members of Council Review Agenda
Week of Mtg	Meeting				

**2022 COUNCIL, EXECUTIVE & BUDGET MEETINGS
REQUEST FOR REPORTS DERIVED FROM MOTIONS**

City Council	24-Jan	15-Feb	7-Mar	28-Mar	25-Apr	16-May	13-Jun	11-Jul	8-Aug	6-Sep	26-Sep	17-Oct	7-Nov	28-Nov	12-Dec	Total Req. for Reports	Notice of Motions	Other
Mayor G. Dionne	0	0	0	0	0	0	0									0		
Councillor C. Miller	1	0	0	0	0	0	0									1		1
Councillor T. Lennox-Zepp	0	0	0	1	0	0	1									2	1	1
Councillor T. Head	0	1	0	0	0	0	0									1	1	
Councillor D. Cody	0	0	0	0	0	0	0									0		
Councillor D. Ogrodnick	0	0	1	0	0	0	0									1	1	
Councillor B. Edwards	0	0	0	0	0	0	0									0		
Councillor D. Kilmer	0	1	0	0	0	0	0									1	1	
Councillor T. Zurakowski	0	0	0	0	0	1	0									1	1	
																7		

Total Admin Reports	18	16	7	15	19	15	10									100		
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City Council Special	11-Feb	Total Req. for Reports
Mayor G. Dionne	0	0
Councillor C. Miller	0	0
Councillor T. Lennox-Zepp	0	0
Councillor T. Head	0	0
Councillor D. Cody	0	0
Councillor D. Ogrodnick	0	0
Councillor B. Edwards	0	0
Councillor D. Kilmer	0	0
Councillor T. Zurakowski	0	0
		0

Total Admin Reports	1	1
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Executive Comm	10-Jan	31-Jan	28-Feb	14-Mar	11-Apr	2-May	24-May	20-Jun	18-Jul	15-Aug	12-Sep	3-Oct	24-Oct	14-Nov	Total Req. for Reports
Mayor G. Dionne	0	0	0	0	0	1	0	0							1
Councillor C. Miller	0	0	0	0	0	0	0	0							0
Councillor T. Lennox-Zepp	0	0	2	0	0	0	0	0							2
Councillor T. Head	0	0	0	0	0	1	0	0							1
Councillor D. Cody	0	1	0	0	0	0	0	0							1
Councillor D. Ogrodnick	0	0	0	0	1	1	0	0							2
Councillor B. Edwards	0	0	0	0	0	1	0	0							1
Councillor D. Kilmer	0	1	0	0	0	0	0	0							1
Councillor T. Zurakowski	0	0	0	0	0	3	0	0							3
															12

Total Admin Reports	7	3	7	4	5	3	3	12							44
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Open Action Items - City Manager's Office

Ref No.	Mtg Date (M/D/Y)	Item Heading & Motion	Current Due Date	Proposed Due Date / Close	Update or Reason to Extend Due Date or Close
CM1	4/25/2016	<p>DESTINATION MARKETING LEVY (BYLAW NO. 20 OF 2016)</p> <p><i>That the funds generated from the annual Destination Marketing Levy be held in a separate bank account as payments are received and an annual accounting of the funds within the bank account be provided to members of Council by July 1st each year.</i></p> <p><u>Note:</u> Last update was provided to members of Council on June 14, 2022.</p>	7/1/2023		

Open Action Items - Community Services

Ref No.	Mtg Date (M/D/Y)	Item Heading & Motion	Current Due Date	Proposed Due Date / Close	Update or Reason to Extend Due Date or Close
CS1	5/2/2022	REQUEST TO NAME FOOTBALL/SOCCER FIELD IN MEMORY OF WENDELL WHITTER <i>That CORR 22-47 be received and referred to the Community Services Department for review and report.</i>	8/2/2022	9/26/2022	Director advised consultations are currently underway with PA Minor Football.
CS2	5/2/2022	ROYAL CANADIAN LEGION - PROPOSED PLACEMENTS AND MONUMENTS IN MEMORIAL SQUARE <i>That CORR 22-49 be received and referred to the Community Services Department for review and report.</i>	8/2/2022	9/26/2022	Director advised they are waiting on the Legion to submit final rendering of monuments. Once received, Community Services will provide a report to Council.
CS3	4/25/2022	GOLF COURSE IMPROVEMENTS <i>That Administration forward a report regarding the results of the Bunker Renovation Project Request for Proposal, to the Golf Course Advisory Committee for review prior to City Council's consideration.</i>	7/25/2022	9/1/2022	Director has advised that this project will not be able to proceed in 2022 due to costs. An update will be provided to the Golf Course Advisory Committee at the Sept. 1/22 meeting.
CS4	2/28/2022	CHESTER FEST 2022 <i>That the Community Services Department provide a follow-up report to the September 12, 2022 Executive Committee meeting to outline the investment required at Little Red River Park to host festivals or large events for consideration during the 2023 Budget deliberations.</i>	9/22/2022		
CS5	8/16/2021	LITTLE RED RIVER PARK STAGES OF DEVELOPMENT <i>That Administration bring forward a process for consideration at an upcoming meeting to follow when recommending the implementation of Truth and Reconciliation Initiatives at the Little Red River Park.</i>	3/14/2022	9/12/2022	Director has advised that this matter is to be considered as part of the 2023 priorities for the Culture Plan Report, which will be going to the Community Services Advisory Committee on Sept. 7/22 and then to Executive on Sept.12/22.

Open Action Items - Community Services

Ref No.	Mtg Date (M/D/Y)	Item Heading & Motion	Current Due Date	Proposed Due Date / Close	Update or Reason to Extend Due Date or Close
CS6	7/12/2021	<p>MOTION – COUNCILLOR C. MILLER – PUBLIC WASHROOM DOWNTOWN</p> <p><i>That Administration forward a report to an upcoming meeting regarding the cost of installation of a couple Permanent Public Washrooms in the downtown area.</i></p>	3/14/2022	9/22/2022	Director is requesting an extension as part of the 2023 budget.
CS7	3/29/2021	<p>USEAGE OF DAVE G. STUEART & KINSMEN ARENAS</p> <p><i>That Administration bring forward a report to review the usage of the Dave G. Steuart Arena and the Kinsmen Arena for consideration at an upcoming Executive Committee meeting.</i></p>	5/2/2022	8/15/2022	A Report will be going to the Aug. 15/22 Executive. Report has implications related to construction of new twin pad arena with the awarding of the Contract at the June 13th Council meeting.
CS8	5/19/2020	<p>MOTION - COUNCILLOR D. OGRONICK - HISTORICAL SIGNIFICANCE AND POTENTIAL DEVELOPMENT - LA COLLE FALLS AND AREA</p> <p><i>That the Community Services Department, in consultation with the Prince Albert Historical Society, prepare a report for consideration by members of Council outlining the Historical Significance and the potential of developing La Colle Falls and area as a City of Prince Albert Historical Site.</i></p>	6/20/2022	10/18/2022	Director has advised that this matter is on hold.
CS9	8/19/2019	<p>PRINCE ALBERT ELKS LODGE NO. 58 – REQUEST FOR TAX EXEMPTION AGREEMENT AND DONATION</p> <p><i>That Administration provide a yearly report to members of Council advising of the usage of the funds.</i></p> <p><u>Note:</u> Last update was provided to City Council by the Golf Course Advisory Committee at its meeting of May 25, 2021.</p>	5/31/2022	7/25/2022	Director has advised that this will be tied into the Golf Improvement Report that is due July 25/22.

Open Action Items - Corporate Services

Ref No.	Mtg Date (M/D/Y)	Item Heading & Motion	Current Due Date	Proposed Due Date / Close	Update or Reason to Extend Due Date or Close
COR1	2/28/2022	<p>PUBLIC ABUSE POLICY AND PROCEDURE</p> <p><i>1. That Administration prepare a Procedure that outlines the steps to take in the case of inappropriate or harassing behaviour from the public towards City employees and members of City Council; and,</i></p> <p><i>2. That the Policy and Procedures be forwarded for consideration to an upcoming Executive Committee meeting.</i></p>	2/28/2022	11/14/2022	Director has advised that further consultation is required and that November is a realistic time frame to complete this consultation and prepare the necessary policy/procedure changes.
COR2	7/15/2019	<p>2019 "WE'RE ALL EARS" CUSTOMER SERVICE REPORT</p> <p><i>That Administration conduct a comprehensive Customer Service Audit on The City every two (2) years to ensure the City is providing its residents with a high level of service and the results be forwarded to members of Council.</i></p>	8/23/2023		

Open Action Items - Financial Services

Ref No.	Mtg Date (M/D/Y)	Item Heading & Motion	Current Due Date	Proposed Due Date / Close	Update or Reason to Extend Due Date or Close
FS1	12/13/2021	<p>UTILITY INVOICING OPTIONS</p> <p><i>That Administration provide a report on options for the following:</i></p> <p><i>a. to invoice for paper invoicing; and,</i></p> <p><i>b. to provide incentives for receiving invoices by email</i></p>	3/13/2022	10/24/2022	Director is requesting an extension to this matter due to the recent restructure in Financial Services.
FS2	8/16/2021	<p>PROJECT BUDGET MANAGEMENT POLICY</p> <p><i>That a report be provided to update members of Council regarding the Policy in one (1) year.</i></p>	8/16/2022	10/24/2022	Director is requesting an extension to this matter due to the recent restructure in Financial Services.

Open Action Items - Fire and Emergency Services

Ref No.	Mtg Date (M/D/Y)	Item Heading & Motion	Current Due Date	Proposed Due Date / Close	Update or Reason to Extend Due Date or Close
FIRE1	11/20/2021	<p>POSSIBLE LOCATIONS FOR TWO (2) NEW FIRE HALLS</p> <p><i>That Administration provide a report for consideration by members of Council at an upcoming meeting that identifies the possible location of two (2) new Fire Halls within the City.</i></p>	5/24/2022	8/15/2022	Fire Chief is requesting an extension regarding this matter.

Open Action Items - Planning and Development Services

Ref No.	Mtg Date (M/D/Y)	Item Heading & Motion	Current Due Date	Proposed Due Date / Close	Update or Reason to Extend Due Date or Close
PD1	5/16/2022	<p>MOTION – COUNCILLOR ZURAKOWSKI – RESPONSIBLE PET OWNERSHIP BYLAW REVIEW</p> <p><i>That Administration prepare a report that clearly details options to amend the Responsible Pet Ownership Bylaw No. 13 of 2021, as it speaks to the feeding of crows, pigeons and other birds that have the potential to become a nuisance to the surrounding neighborhood for consideration by members of Council.</i></p>	8/16/2022		
PD2	3/7/2022	<p>AMEND NOISE BYLAW</p> <p><i>That Administration bring forward a report to amend Noise Bylaw No. 1 of 2016.</i></p>	6/7/2022	Close	Director advised that Bylaw No. 15 of 2021 and RPT 22-101 has adequately addressed the issues in regards to the use of fireworks and the associated noise. Since fireworks are prohibited, the Director believes it would be redundant to also include in the Noise Bylaw.
PD3	1/31/2022	<p>REQUEST FOR SERVICE EXTENSION AND INTER-MUNICIPAL SERVICING AGREEMENT</p> <p><i>That CORR 22-18 be received and referred to the Planning and Development Services Department for review and report.</i></p>	4/30/2022	Close	Director advised that this matter can be closed until it is first considered by the Planning Commission.
PD4	1/24/2022	<p>TAX TITLE LANDS – DISPOSAL OF 56 – 18TH STREET WEST</p> <p><i>1. That the following Tax Title Lands be offered for public tender:</i></p> <p><i>56 – 18th Street West, legally described as Lot 38, Block 8, Plan No. E, Extension 0; and,</i></p> <p><i>2. That upon completion of the public notice and bid process, Administration forward a report to City Council for consideration with a recommendation regarding the results of the bid process and next steps.</i></p>	4/24/2022	8/8/2022	Property Coordinator advised there were changes to the services to the property and there was an additional review on which was the best course of action for the City to take moving forward.

Open Action Items - Planning and Development Services

Ref No.	Mtg Date (M/D/Y)	Item Heading & Motion	Current Due Date	Proposed Due Date / Close	Update or Reason to Extend Due Date or Close
PD5	1/24/2022	<p>RESIDENTIAL RENOVATION PROGRAM</p> <p><i>That Administration proceed with preparing the Residential Renovation Program for consideration at an upcoming Planning Advisory Committee and Executive Committee meeting.</i></p>	4/24/2022	10/24/2022	Director advised that a report will be brought forward to the Planning Advisory Committee in September or October then to Executive.
PD6	11/15/2021	<p>INCREASE TAXI FARES</p> <p><i>That Administration bring forward a further report for further review and consideration at an upcoming Executive Committee meeting based on discussions during the meeting.</i></p>	2/15/2022	8/15/2022	Director advised that a report is prepared, however, this matter is currently on hold pending consultations.
PD7	8/23/2021	<p>LAND MANAGEMENT AND LAND DEVELOPMENT POLICIES</p> <p><i>That Administration prepare a draft Land Management Policy and Land Development Policy, intended to replace the current Land Administration Policy, for consideration at an upcoming Executive Committee meeting.</i></p>	8/23/2022		

Open Action Items - Public Works

Ref No.	Mtg Date (M/D/Y)	Item Heading & Motion	Current Due Date	Proposed Due Date / Close	Update or Reason to Extend Due Date or Close
PW1	5/2/2022	<p>REPLACEMENT OF LEAD SERVICES</p> <p><i>That RPT 22-108 be received and referred to the Public Works and Financial Services Departments for review and report for consideration during the 2023 Budget deliberations.</i></p>	9/22/2022		
PW2	3/28/2022	<p>MOTION – COUNCILLOR LENNOX-ZEPP – LANDFILL GASES</p> <p><i>That Administration provide a report regarding the costs and benefits of performing collection and combustion of landfill gases, as described in RPT 22-15.</i></p>	6/28/2022	7/18/2022	Director is requesting an extension to the July 18, 2022 Exec meeting.
PW3	3/1/2021	<p>BUS TRANSFER STATION - COST FOR VIDEO SURVEILLANCE</p> <p><i>That Administration provide a report for consideration at an upcoming meeting regarding the cost to add video surveillance at the Transfer Station.</i></p>	7/19/2021	9/22/2022	Further consultation was required by the IT Division and City Clerk's Office in regards to cost. Information will be provided for an upcoming meeting in preparation for the 2023 budget.