



Executive Committee

**Wednesday, May 11, 2022
9:00 AM**

Henry Baker Hall, Main Floor, City Hall



OFFICE OF THE CITY CLERK

Revised Public Agenda Executive Committee Wednesday, May 11, 2022

Approval of Public Agenda

Minutes Approval

Minutes of the meeting held on April 27, 2022

Administration and Tabled Reports

EX22-52 Follow Up to Board of Police Commissioners' Report

Recommendation

The Executive Committee recommends that City Council:

1. Instruct the City Solicitor to prepare the necessary amendments to *The Regina Community Standards Bylaw No. 2016-2*, as further described in this report, to be brought forward to the meeting of City Council following approval of the recommendations in this report by City Council.
2. Authorize an addition of \$50,000 for contracted services within the Bylaw Enforcement Branch budget for 2023, if recommendation #1 is approved.
3. Direct Administration to bring forward a report one year following effective date of the bylaw amendments and the implementation of the priority enforcement system to update Executive Committee on the effectiveness of the recommended option.
4. Remove item EX21-37 from the List of Outstanding Items for Executive Committee.
5. Approve these recommendations at its May 4, 2022 meeting.

EX22-54 2021 Review of Public Outstanding Items

Recommendation

The Executive Committee recommends that City Council:



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1. Direct the City Clerk to delete the following items from the List of Outstanding Items for City Council, Executive Committee, Mayor's Housing Commission, Public Works and Infrastructure Committee, Priorities and Planning Committee and Regina Planning Commission as outlined in Schedule A:

<u>Item</u>	<u>Committee</u>	<u>Subject</u>
CR18-11	City Council	Cannabis Legalization-Municipal Preparedness Plan
EX18-13	Executive Committee	Amendment to Charge for Intensification
CR19-44	Public Works and Infrastructure Committee	Noise Attenuation
EN19-2	City Council	Councillor Joel Murray: Railroad Crossing Eastview
MHC19-9	Mayor's Housing Commission	Housing Incentives Policy Review
PWI19-18	Public Works and Infrastructure Committee	Safe Sidewalks
CM19-15(1)	City Council	2020 General and Utility Operating Budget and 2020 – 2024 General Utility Capital Plan
MN20-3(2)	City Council	Councillor Bob Hawkins: Checkout Bag Bylaw
CR20-60	Priorities and Planning Committee	Community Safety and Wellbeing
CR20-58(2)	Executive Committee	2021 Revaluation
CM20-22(2)	City Council	Enforcement Plan – Grass and Weed Control
MN20-19	Public Works and Infrastructure	Councillor John Findura: Noise Attenuation on Ring Road



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	Committee	
CR20-8(2)	City Council	Winter Maintenance Policy Update
CR20-93	Executive Committee	2020 Committee Structure Review
CR20-98	City Council	Executive Committee: Lease of City Property at 1700 Elphinstone Street
CR21-21	City Council	Buffalo Pound Plant Renewal Financing
CR21-51	City Council	2021 Revaluation Update and Tax Policy
CR21-71	City Council	Conversion Therapy Bylaw
RPC21-54	Regina Planning Commission	Zoning Bylaw Amendment – All Properties Zoned as DCD-CBM-Chuka Boulevard Mixed Direct Control District Zone-PL202100105
CR21-125	City Council	Zoning Bylaw Amendments – Aquifer Protection Overlay Zone
RPC21-60	Regina Planning Commission	Cannabis Retail Zoning Amendments

2. Approve the recommendations in this report at its meeting on May 4, 2022.

Delegation – EX22-58

- Ryan Johnson, Buffalo Pound Water, Moose Jaw, SK

EX22-58 Buffalo Pound Water Treatment Plant Corporation - 2021 Annual Report

Recommendation

The Executive Committee recommends that City Council receive and file this report.



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Delegation – EX22-59

- Shawn Lachambre, Impressions in Thread, Regina, SK

EX22-59 PB Impressions in Thread Lease – 950 Arcola Ave

Recommendation

The Executive Committee recommends that City Council:

1. Approve the City of Regina (City) entering into an agreement for the lease of City-owned property located at 950 Arcola Avenue (identified on the attached Appendix A) to PB Impressions in Thread Ltd., consistent with the terms and conditions stated in this report.
2. Delegate authority to the Executive Director, Financial Strategy & Sustainability or their designate, to negotiate any other commercially relevant terms and conditions, as well as any amendments to the agreement that do not substantially change what is described in this report and any ancillary agreements or documents required to give effect to the agreement.
3. Authorize the City Clerk to execute the agreement upon review and approval by the City Solicitor.
4. Approve these recommendations at its meeting on May 18, 2022, following the required public notice.

EX22-60 Kin House Lease – Rambler Park

Recommendation

The Executive Committee recommends that City Council:

1. Approve the City of Regina (City) entering into an agreement for the lease of the portion of City-owned property located at 5215 13th Avenue at Rambler Park (identified on the attached Appendix A) to 101083661 Saskatchewan Ltd., consistent with the terms and conditions stated in this report.
2. Delegate authority to the Executive Director, Financial Strategy & Sustainability or their designate, to negotiate any other commercially relevant terms and conditions, as well as any amendments to the agreement that do not substantially change what is described in this report and any ancillary agreements or documents required to give effect to the agreement.



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3. Authorize the City Clerk to execute the agreement upon review and approval by the City Solicitor.
4. Approve these recommendations at its meeting on May 18, 2022, following the required public notice.

EX22-61 Adapted Recreation Plan - Final Report**Recommendation**

The Executive Committee recommends that City Council:

1. Endorse the Adapted Recreation Action Plan (Appendix A).
2. Consider, through the 2023 budget process, an annual capital program beginning in 2023 of \$500,000 for the following five years for implementing the results of the Rick Hanson Foundation Accessibility Certification Audits being conducted on City facilities between 2021 and 2023, with a priority on recreation facilities.
3. Consider, through the 2023 budget process, an annual investment of \$258,000 toward improving participation, communications and engagement related to accessible recreation.
4. Approve these recommendations at its meeting on May 18, 2022.

EX22-62 Municipal Justice Building Community Centre Naming**Recommendation**

The Executive Committee recommends that City Council:

1. Direct Administration to establish a name using a community advisory group for the neighbourhood centre that will be located within the Municipal Justice Building.
2. Approve this recommendation at its meeting on May 18, 2022.

EX22-63 Coronation Park Community Garden - 560 Elphinstone Street**Recommendation**

The Executive Committee recommends that City Council:

1. Approve the City of Regina (City) entering into an agreement for the lease of the portion of City-owned property located at 560 Elphinstone



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Street, the former Regent Par 3 (identified on the attached Appendix A) to the Coronation Park Community Association consistent with the terms and conditions stated in this report.

2. Delegate authority to the Executive Director, Financial Strategy & Sustainability or their designate, to negotiate any other commercially relevant terms and conditions, as well as any amendments to the agreement that do not substantially change what is described in this report and any ancillary agreements or documents required to give effect to the agreement.
3. Authorize the City Clerk to execute the agreement upon review and approval by the City Solicitor.
4. Approve a property tax exemption for 101083661 Saskatchewan Ltd. for the property legally described as Blk B & C, Plan 101888297 for the 2022 tax year pursuant to the Community Non-Profit Tax Exemption Policy subject to the Government of Saskatchewan approving the exemption or partial exemption of the education portion of the property tax levies where required.
5. Authorize the Executive Director, Financial Strategy & Sustainability or delegate to apply for the approval of the Government of Saskatchewan on behalf of the 101083661 Saskatchewan Ltd. for any exemption of the education portion of the property tax levies payable to the Government of Saskatchewan that is \$25,000 or greater on an annual basis.
6. Instruct the City Solicitor to amend Bylaw 2021-78 being *The Community Non-Profit Tax Exemption Bylaw, 2022* to include the additional property tax exemption outlined in recommendation 4.
7. Approve these recommendations at its meeting on May 18, 2022, following the required public notice.

EX22-64 City Centre Core Framework - Prioritized Policies and Recommended Actions

Recommendation

The City Centre Core Development Advisory Committee recommends that the Executive Committee recommend that City Council:

1. Approve the prioritization of the City Centre Core Framework Policies and Recommended Actions as outlined in Appendix A.



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2. Direct the City Centre Core Development Advisory Committee to adopt Appendix A as a workplan, with progress reviewed and reported on annually.
3. Approve these recommendations at its meeting on May 18, 2022.

Resolution for Private Session

AT REGINA, SASKATCHEWAN, WEDNESDAY, APRIL 27, 2022

AT A MEETING OF EXECUTIVE COMMITTEE
HELD IN PUBLIC SESSION

AT 9:00 AM

These are considered a draft rendering of the official minutes. Official minutes can be obtained through the Office of the City Clerk once approved.

Present: Councillor Terina Shaw, in the Chair
Mayor Sandra Masters
Councillor Lori Bresciani (Videoconference)
Councillor John Findura
Councillor Bob Hawkins
Councillor Dan LeBlanc
Councillor Jason Mancinelli
Councillor Landon Mohl (Videoconference)
Councillor Cheryl Stadnichuk
Councillor Andrew Stevens
Councillor Shanon Zachidniak

Also in Attendance: Interim City Clerk, Amber Ackerman
Council Officer, Tracy Brezinski
City Clerk, Jim Nicol
City Solicitor, Byron Werry
Executive Director, Citizen Services, Kim Onrait
A/Executive Director, City Planning & Community Development, Deborah Bryden
Executive, Director, Financial Strategy & Sustainability, Barry Lacey
A/Chief Transformation Officer, Transformation Office, Cara Simpson
Director, Transit & Fleet, Brad Bells
Manager, Energy & Sustainability Solutions, Greg Kuntz
Manager, Paratransit & Revenue Services, Lynette Griffin
Manager, Transit Administration, Nathan Luhning

(The meeting commenced in the absence of Councillors Findura, Leblanc, Mancinelli and Mohl.)

APPROVAL OF PUBLIC AGENDA

Councillor Bob Hawkins moved, AND IT WAS RESOLVED, that the agenda for this meeting be approved, as submitted, at the call of the Chair.

MINUTES APPROVAL

Councillor Shanon Zachidniak moved, AND IT WAS RESOLVED, that the minutes for the meeting held on April 13, 2022 be adopted, as circulated.

ADMINISTRATION REPORTS AND COMMUNICATION

EX22-50 Regina Transit Master Plan

Recommendation

The Executive Committee recommends that City Council:

1. Approve the Regina Transit Master Plan (RTMP) contained in Appendix A - Regina Transit Master Plan Final Report.
2. Direct Administration to provide an annual report on the implementation of the Regina Transit Master Plan to Executive Committee.
3. Approve these recommendations at its meeting on May 4, 2022.

Thomas Pacy, Sean Rathwell, and Brandy MacInnis, Dillon Consulting, Moose Jaw, SK addressed the Committee and made a PowerPoint presentation, a copy of which is on file in the Office of the City Clerk.

(Councillors Findura, Mancinelli and Mohl arrived at the meeting.)

The following addressed the Committee:

- Jim Elliott, Regina, SK;
- Victoria Gabel, Harvard Developments, Regina, SK;
- Jamie McKenzie, Regina, SK;
- Judith Veresuk, Regina Downtown Business Improvement District, Regina, SK; and
- Ross Zimmerman, Emerald Park, SK;

(Councillor Mohl temporarily left the meeting.)

The following addressed the Committee:

- Carla Harris, Regina, SK; and
- Sophia Young, Regina, SK.

Councillor Cheryl Stadnichuk moved, AND IT WAS RESOLVED, that this communication EX22-56 Jim Elliott: Regina Transit Master Plan be received and filed.

RECESS

Pursuant to the provisions of Section 33(2.1) of City Council's Procedure Bylaw No. 9004, a 15-minute recess was called.

The Committee recessed at 10:21 a.m.

The Committee reconvened at 10:36 a.m. in the absence of Councillor Mancinelli.

Councillor Shanon Zachidniak moved that the recommendation contained in report be concurred in.

(Councillor Mancinelli returned to the meeting.)

(Councillor LeBlanc arrived at the meeting.)

Councillor Jason Mancinelli moved, in amendment, that Administration engage with the public and further investigate the interest in a proposed park-and-ride system.

Councillor Jason Mancinelli withdrew the amendment.

RECESS

Pursuant to the provisions of Section 33(2.2) of City Council's Procedure Bylaw No. 9004, a 45-minute recess was called.

The Committee recessed at 12:18 p.m.

The Committee reconvened at 1:04 p.m.

(The meeting commenced in the absence of Councillors LeBlanc, Mancinelli and Zachidniak.)

(Councillor Mohl returned to the meeting.)

(Councillors LeBlanc, Mancinelli and Zachidniak returned to the meeting.)

(Councillor Mohl temporarily left the meeting.)

The motion was put and declared CARRIED.

RESULT:	CARRIED [9 to 1]
MOVER:	Councillor Zachidniak
IN FAVOUR:	Councillors: Zachidniak, Bresciani, Findura, Hawkins, LeBlanc, Mancinelli, Stadnichuk, Stevens and Mayor Masters
AGAINST:	Councillor Shaw
AWAY:	Councillor Mohl

(Councillor LeBlanc temporarily left the meeting.)

(Councillor Mohl returned to the meeting.)

EX22-51 2022 Special Event Grant Allocation

Recommendation

That Executive Committee:

1. Approve the following Special Event grants within the Community Investment Grants Program (CIGP) totaling up to \$60,000 to be allocated as follows:
 - a) Regina Multicultural Council - up to \$35,000, based on actual transit and actual on-bus security costs for Mosaic: A Festival of Cultures; and
 - b) Regina Canada Day Committee Inc. - \$25,000 for Regina Canada Day Celebration.
2. Approve the funding for these grants in the amount of up to \$60,000 from the 2022 General Operating Budget allocated for Executive Committee Grants.

(Councillor John Findura declared a conflict of interest, prior to the consideration of item EX22-51 2022 Special Event Grant Allocation, citing his association with the Regina Multicultural Council, abstained from the discussion and voting, and temporarily left the meeting.)

Councillor Shanon Zachidniak moved that the recommendation contained in the report be concurred in.

The motion was put and declared CARRIED.

RESULT:	CARRIED [Unanimous]
MOVER:	Councillor Zachidniak
IN FAVOUR:	Councillors: Zachidniak, Bresciani, Hawkins, Mancinelli, Mohl, Shaw, Stadnichuk, Stevens and Mayor Masters
AWAY:	Councillors: Findura and LeBlanc

(Councillor Findura returned to the meeting.)

 EX22-57 Rogers Communications Cell Tower Lease - 418 N Pasqua St
Recommendation

The Executive Committee recommends that City Council:

1. Approve the City of Regina (City) to enter into an agreement with Rogers Communications Inc. for the lease of a portion of the City-owned property located at 480 N Pasqua Street as outlined on the attached Appendix A, consistent with the terms and conditions stated in this report.

2. Delegate authority to the Executive Director, Financial Strategy & Sustainability or designate, to negotiate any other commercially relevant terms and conditions, as well as any amendments to the Agreement that do not substantially change what is described in this report and any ancillary agreements or documents required to give effect to the Agreement.
3. Authorize the City Clerk to execute the Agreement upon review and approval by the City Solicitor.
4. Approve these recommendations at its meeting on March 16, 2022, following the required public notice.

Anthony Novello, Evolve Surface Strategies Inc., Regina, SK addressed the Committee.

Councillor Bob Hawkins moved, that the recommendation contained in the report be concurred in after amending the approval of the recommendation at the City Council meeting on May 4, 2022 following the required public notice, and replacing Appendix A with the revised version in the report, that is forwarded to City Council for approval, to show the new access route and size/configuration of the lease site.

The motion was put and declared CARRIED.

RESULT:	CARRIED [Unanimous]
MOVER:	Councillor Hawkins
IN FAVOUR:	Councillors: Hawkins, Bresciani, Findura, Mancinelli, Mohl, Shaw, Stadnichuk, Stevens, Zachidniak and Mayor Masters
AWAY:	Councillor LeBlanc

EX22-53 Aurora Bus Service

Recommendation

That Executive Committee approve the changes to Route 50 and Route 7 to accommodate new bus service in the Aurora neighbourhood.

Veronica Eno, representing Forster Harvard, Regina, SK addressed the Committee.

(Councillor Mohl temporarily left the meeting.)

Councillor Cheryl Stadnichuk moved that the recommendation contained in the report be concurred in.

The motion was put and declared CARRIED.

RESULT:	CARRIED [Unanimous]
MOVER:	Councillor Stadnichuk
IN FAVOUR:	Councillors: Stadnichuk, Bresciani, Findura, Hawkins, Mancinelli, Shaw, Stevens, Zachidniak and Mayor Masters
AWAY:	Councillors LeBlanc and Mohl

Councillor Shanon Zachidniak moved, AND IT WAS RESOLVED, that reports be tabled as follows:

- **EX22-52 Follow Up to Board of Police Commissioners' – May 11, 2022 Executive Committee meeting;**
- **EX22-54 Review of Public Outstanding Items – May 11, 2022 Executive Committee meeting; and**
- **EX22-55 Transformation Office Quarterly Update – May 25, 2022 Executive Committee meeting.**

RESOLUTION FOR PRIVATE SESSION

Councillor Bob Hawkins moved, AND IT WAS RESOLVED, that in the interest of the public, the remaining items on the agenda be considered in private.

Councillor Bob Hawkins moved, AND IT WAS RESOLVED, that the Committee recess for 15 minutes.

The Committee recessed at 2:34 p.m.

Chairperson

Secretary



Follow Up to Board of Police Commissioners' Report

Date	April 27, 2022
To	Executive Committee
From	City Solicitor's Office
Service Area	Bylaw Enforcement
Item No.	EX22-52

RECOMMENDATION

The Executive Committee recommends that City Council:

1. Instruct the City Solicitor to prepare the necessary amendments to *The Regina Community Standards Bylaw No. 2016-2*, as further described in this report, to be brought forward to the meeting of City Council following approval of the recommendations in this report by City Council.
2. Authorize an addition of \$50,000 for contracted services within the Bylaw Enforcement Branch budget for 2023, if recommendation #1 is approved.
3. Direct Administration to bring forward a report one year following effective date of the bylaw amendments and the implementation of the priority enforcement system to update Executive Committee on the effectiveness of the recommended option.
4. Remove item EX21-37 from the List of Outstanding Items for Executive Committee.
5. Approve these recommendations at its May 4, 2022 meeting.

ISSUE

On May 5, 2021, the Regina Police Service (RPS) presented report EX21-37 to Executive Committee regarding collaborations and partnerships RPS has within the community. This report was initially presented to the Board of Police Commissioners (Board) on March 30, 2021. As part of this report to the Board, it was recommended to City Council that more responsibility and stronger bylaw enforcement by

the City on things such as body rub parlours, housing standards and other bylaw enforcement issues. Responsibility for a portion of these recommendations falls within the scope of Bylaw Enforcement to ensure that properties are secured and maintained to minimize the risk of “recurring neighbourhood issues such as squatting, large gathering and structure fires.”

IMPACTS

Accessibility

None with respect to this report.

Financial Impacts

Should the Community Standards Bylaw be amended to remove the right to appeal an order to comply and proceed with boarding unsecured properties, an additional \$50,000 is being requested for contracted services within the Bylaw Enforcement Branch budget for 2023. This accounts for materials and labour to perform the work and is based on the number of unsecured structures that were found to be unsecured and in violation of the Bylaw in 2021. Should the bylaw amendments proposed within the report be approved, the costs for boarding any unsecured properties for the remainder of 2022 will be offset through variance. While not cost recovery, the costs may be offset by the introduction of a Notice of Violation for unsecured buildings, should there be voluntary payment of the fine amount and Administration is not required to take the unpaid ticket to court.

Policy/Strategic Impacts

The proposed bylaw amendments are in alignment with *Design Regina, The Official Community Plan*. Implementation of these changes link to Sections B: Financial Policies, C: Growth Plan, D5: Land Use and Built Environment, D6: Housing, and D11: Social Development.

These changes will also strengthen alignment of the Community Well-Being Plan. The Plan highlights the need for better collaboration of services. Bylaw Enforcement has an integral role to play in the creation of safe spaces for residents through the enforcement of bylaws that ensure the safety, health, and welfare of the people in the neighbourhood, people’s use and enjoyment of their property, and the amenity of the neighbourhood. The primary services provided by the branch are related to property maintenance and minimum standards but also provide links to services, share knowledge, create a sense of community and pride in the neighbourhoods they serve, advocating with our partners to create positive change. Bylaw Enforcement Officers (BEO) work to improve the housing stock throughout the community, providing education and awareness on specifications for residential properties to property owners.

OTHER OPTIONS

Option 1: Comprehensive Program to Regulate Vacant Boarding Buildings

The jurisdictional scan (Appendix A) revealed that few municipalities employ a comprehensive program aimed at discouraging property owners from leaving properties vacant or boarded by implementing a broad permitting, inspection, and fine schedule. Such a program would require the property owner to obtain a permit from the municipality and ensure the property meets the minimum standards set out in the bylaw. The introduction of a program like this would allow for the continuation of vacant and boarded buildings but would require the owner to obtain a permit. This option would be a significant reform of the City's approach to regulating vacant buildings and would require an enactment of a new bylaw or substantial amendments to *The Regina Community Standards Bylaw, No. 2016-2* (the Bylaw).

One of the primary benefits of the program would be an up-to-date inventory of vacant and boarded homes that would allow for proactive monitoring. However, the introduction of a program such as this could still not compel a property owner to have their building occupied, so vacant properties would remain in neighbourhoods. While the program would provide some revenue as a result of inspection and permit fees, the program would not be cost recovery; therefore, would require ongoing operating funding to support the program.

This option is not being recommended at this time due to the additional staff and ongoing costs associated with administering the program. Further, as stated above, the introduction of such a program will still allow for vacant buildings.

Option 2: Bylaw Amendments with Additional Fulltime Employees (FTE)

In addition to the implementation of the recommended bylaw amendments, service levels could be improved across the city with the addition of three BEOs and a permanent policy-based position. This option would change the focus of enforcement with Administration working towards implementation of a more holistic approach to enforcement that includes current and future initiatives.

Additional BEOs would allow the branch to better divide the workload among officers while also improving the level of service provided across the community. As there are cases that are both labour and time intensive, this would allow for the BEOs to focus on complex cases while also attending to less serious infractions. Further, should the branch be required to pursue prosecution, BEOs would then have more resources to collect and prepare evidence more effectively, likely resulting in more positive outcomes for the City.

The policy position would be responsible for research, process improvements and providing analysis of those improvements, measured over time. Policy work would be completed to ensure the enhancement of service levels as outlined in the City's Official Community Plan. Further, the policy work being

completed would provide information on the required staffing levels for any future changes to enforcement activities including the implementation of comprehensive strategies utilized in other municipalities.

The addition of these positions to the Bylaw Enforcement Branch would cost approximately \$360,000 for salary, benefits, and other related costs such as uniforms and kilometre reimbursement.

Other Considerations:

Administration also reviewed two other possible options but at this time they are not viable and did not present them for consideration.

One option considered but not put forward was to implement a landlord/rental property licensing program which was discussed at a community meeting called “Imagining a Progressive Future for Regina: What to do about Slum Housing?” At the meeting, community members shared their concerns and experiences with rental housing and the substandard conditions that they have experienced in some properties. While it is understood that these issues are present, they do not contribute to the challenges shared in the Board of Police Commissioners report related to calls for service as a landlord registry would not address the challenges presented by abandoned, vacant or boarded up homes. Further, the introduction of such a program would be applied citywide and not just select neighbourhoods, thus reducing the effectiveness of the program that aims to focus resources on the most vulnerable areas. Participants at the meeting noted that broad-sweeping programs may not be effective, understanding that problem areas, including North Central and Heritage neighbourhoods, face different housing challenges than other areas of the community and that this may increase the “black market” housing stock, hiding issues outside of the system.

Participants at the meeting indicated a desire to have a clear reporting system, free from negative consequences by landlords, as many fear eviction or other issues would arise from bringing concerns forward. The recommended option, which includes process improvements for complaints received by the Housing Standards Enforcement Team (HSET), would work towards addressing the housing quality concerns expressed at the community meeting. In addition, the introduction of a priority system for enforcement complaints and violations would direct the focus of existing resources to priority issues that impact vulnerable populations. The report back following the implementation of the recommendations will revisit the concerns shared at the slum housing forum, and whether there has been measurable change.

HSET is in place to address some of the concerns brought forward by this group. It works towards interjurisdictional solutions to improve the condition of housing stock for renters in the community. A dedicated resource of one BEO III serves to coordinate inspections and repairs of rental housing stock while connecting residents with the appropriate resources based on individual situations. There are currently 51 active HSET cases, dating back to 2018 and 218 resolved cases since the reintroduction of the team in 2018. Concurrent to the work underway as part of this report, the Bylaw Enforcement Branch

is also undertaking an internal process review of HSET to implement improvements to ensure the most efficient and effective use of resources, as well as the process for tenants to report concerns.

Another alternative option reviewed but not presented for consideration was to maintain the status quo in terms of the regulations within the Bylaw and the current branch operations. The current wording contained within the Bylaw, as well as the current processes in place for dealing with violation and complaints, have not proven to be effective in addressing neighbourhood issues. Therefore, continuing with the status quo to address the concerns expressed in the report to the Board of Police Commissioners and would not result in an improvement of the current situation.

COMMUNICATIONS

Should the recommendation be approved by City Council, industry stakeholders will be advised of the changes to ensure they are aware of the responsibilities related to those specific types of properties. The bylaw will be updated on the City's website to guide property owners and provide expectations for property maintenance. In addition, Bylaw Enforcement staff will communicate with property owners regarding abandoned and derelict properties and advise how to move forward with repairs or other available options.

DISCUSSION

As outlined in EX21-37, significant resources are required to manage issues created when properties are left to deteriorate. The report brought forward to the Board of Police Commissioners notes that RPS is often called upon to attend situations that may be mitigated or prevented through stronger bylaw enforcement. This causes a significant strain on resources that could be better used in other areas. Specifically, a regular review of properties where there is "an ability to correct recurring neighbourhood issues such as squatting, large gatherings and structure fires." The report called for enhanced bylaw enforcement efforts that contribute to positive outcomes in the community while maximizing resources for all groups.

Administration has identified five priority areas that contribute to neighbourhood issues: unsecured structures, long-term boarded up structures, fire damaged structures, abandoned properties and repeat offenders. By working cooperatively with internal and external agencies and community partners to proactively manage these priority areas, the Bylaw Enforcement Branch will support the reduction of recurring neighbourhood issues such as squatting, large gatherings and structure fires. The operational changes, in collaboration with the proposed bylaw amendments, will work to strengthen the Branch's ability to ensure that neighbourhood issues are addressed within a shorter timeframe.

Understanding that additional resources to manage issues may not be financially possible, the Branch is working to realign the strategic direction and focus on these priority issues. Solutions that are being implemented will try different approaches using the tools that are available before the introduction of a

costly regulatory regime. This focused approach, with supporting bylaw amendments and the implementation of Key Performance Indicators (KPIs) to measure success, will allow staff to manage cases in a more efficient manner, while also maintaining a level of service throughout the community without the requirement of a more complex program and increased costs. While further data analysis will be required, one KPI that we will focus on will be reducing the number of long-term boarded up homes through the issuance of orders and Notice of Violation tickets. While the Branch will continue to focus on reducing the time it takes to remedy violations in general, please note that due to the complex nature of investigating boarded up/fire damaged structures, the number of days the case is open is not necessarily an indication of success. As the year progresses, additional KPIs will be developed and reported back to Council. At this time, a more comprehensive review will be possible to better understand how to move the program forward, if necessary.

A total of 21 properties have been demolished since March 15, 2021. Of these, seven were demolished by the property owner, and 14 were demolished by the City. This includes all cases from across the community that were brought to the attention of the City through various channels including fire damage, HSET, property maintenance and nuisance cases. Demolitions can cost anywhere from \$850 to \$2,250 for a garage and \$8,000 to \$31,500 for a house, depending on construction materials and size. Asbestos remediation is performed for any City-initiated demolition, when it is structurally safe to access the property, can also contribute to increased cost for demolition, as well as extending the process.

Unsecured Structures

Unsecured structures are a significant contributor to neighbourhood issues that can impact fire and police resources if not dealt with immediately. While most property owners comply with the request, those that don't create opportunities for squatting, arson, or other mischief. Allowing structures to remain unsecured, even for 24 hours, can pose an unnecessary risk to the neighbourhoods in which they are located.

An unsecured structure occurs when exterior doors, windows or other exterior openings of an unoccupied building are damaged, broken or otherwise in a state of disrepair. Under the Bylaw, a BEO can order the building owner to board up all exterior openings as an interim measure to prevent unauthorized entry into the building. Under the current language in the Bylaw and following current processes, unsecured structures are dealt with by contacting the property owner and requesting that they secure the building within 24 hours. If contact cannot be made, then the BEO will immediately post an order to comply. Under *The Cities Act*, the owner has 15 days to file an appeal of the order which means that the building can remain unsecured while the appeal period expires. If the owner files an appeal, the building may remain unsecured until the appeal is heard by the Regina Appeal Board. If the property owner does not comply with the order, and the appeal period has expired, the City will then perform the necessary work to secure the structure and apply the cost of doing so to the property tax account.

Based on case numbers from 2021, it is estimated that BEOs could issue up to 175 unsecured structures per year, with the City being responsible for securing approximately 72 to mitigate squatting, intentionally

set fires or other neighbourhood issues. It costs approximately \$55 in materials to board a single opening, and in most cases at least two openings require securing, if not more. Labour associated with daytime callouts to perform this work is a minimum of \$250 per call and afterhours callouts are a minimum of \$500. As costs to board individual properties will vary depending on the number of access points requiring boarding, and the time of day the crew is required to attend to secure the structure, the estimated financial impact of the City performing this work is \$25,000 to 50,000.

Recommendation:

Administration is recommending that the Bylaw be amended to remove the right to appeal in order to deal with unsecured properties as quickly as possible. This option would only be applied to unsecured structures that are considered high risk for squatting, arson or other mischief or where voluntary compliance is not anticipated. *The Cities Act* allows a municipality to remove the right to appeal and perform the work immediately to remedy the violation. In choosing to follow this process, the municipality cannot apply the cost of remedying the violation to the property tax account.

Given the severity and risk associated with an unsecured building, Administration is also recommending that a Notice of Violation fine be introduced in the Bylaw beginning at \$1,500 for the first violation, \$2,500 for the second and \$3,500 for the third and subsequent violation.

Fire Damaged Structures

The Bylaw Enforcement Branch has been working with the Building Standards & Inspections Branch and the Fire & Protective Services Department to improve the process for dealing with fire damaged structures and to ensure that the most effective legislation, *The Cities Act* or the new *Construction Codes Act* (CCA), is used to deal with the property. As BEOs do not have the authority to enter properties, they are not enabled to deal with structural issues and have not been able to effectively deal with fire damaged structures. By working collaboratively between the branches, building inspectors can deal with structural damage resulting from a fire event, while BEOs will manage with aesthetic issues. This will ensure that conflicting orders are not issued for the same structures and create a single point of contact for City services, including when owners are dealing with insurance, which can be a lengthy process involving multiple companies to ensure repairs are completed to minimum standard.

As a result of this process change, reports of fire events from the Fire Marshal's office are now sent to both the Building Standards & Inspections Branch and the Bylaw Enforcement Branch for follow-up and investigation. From there, each Branch will take the necessary steps to address the deficiencies under their respective legislation. In addition to this process change, 10 open files have been consolidated and are currently being managed through the CCA. This change ensures a single point of contact for residents when dealing with remediation, reducing confusion, and providing accurate record keeping for the corporation. By taking a collaborative approach, branches that help manage fire damaged structures will do so more quickly, devoting the appropriate resources to each case.

There are no recommendations associated with this information, rather Administration will continue to work internally to manage fire damaged structures using the appropriate legislation.

Boarded Up Structures

The use of boards on building openings is a proven security measure to restrict unwanted access. However, the accepted practice in the past has permitted homes to be boarded for an extended period provided that the boards were painted the same colour as the exterior of the home. An inventory was never maintained and there was no proactive monitoring of these properties. As a result, some of these properties have become persistent nuisance properties.

The City of Saskatoon conducted an analysis in 2019 of the boarded-up structures in their community and found a number of reasons that an owner may choose to board up a property. The reasons include: the property being vacant and the owner wanting it to remain secure due to a fire, property undergoing construction, renovation, alteration or to prevent weather elements or vandals from entering. For example, broken windows or doors may be boarded while awaiting delivery of replacement. In some cases, boarding is used as a tool to maintain security on vacant buildings for longer durations.

In speaking with some Regina property owners who rent out homes, some are choosing to board up their properties if they are unable to find tenants instead of leaving them vacant and at higher risk for illegal entry, vandalism and squatting. Further, and while not an issue that can be addressed by the City, some property owners have cited the changes to the Saskatchewan Income Support Program of which one of the changes that saw tenants provided the funds for monthly rent instead of going to the landlord.

As part of the research for this report, an inventory of properties in the North Central neighbourhood was performed in July 2021 to provide a snapshot in time of the current issue. It was determined there were 129 boarded houses. The steps involved to investigate why a house has been boarded for a prolonged period requires time on the part of the BEO to investigate. As mentioned above, the focus of operations in the past has not been on dealing with properties after they have been boarded which explains why this number is high.

The current language in the Bylaw provides a 90-day timeframe to remedy situations where boarding is required. Administration is not recommending a change but will approach these properties differently, working with owners to better understand the situation that led to the boarding and how to remedy that situation. There is a fine line between boarded to prevent further nuisances and boarded for an excessively long period of time. To address the outstanding properties, the Bylaw Enforcement Branch has been working through the inventory of boarded up homes, contacting the owners to discuss the status of the property and their intended next steps to bring the property into compliance with the Bylaw. In some instances, the BEO has issued an order to comply to perform the necessary work, while in other instances they have issued an order for the property to be demolished or other suitable remedy.

Recommendation:

Administration is proposing amendments to the technical requirements for boarding up structures contained within the Bylaw to ensure that buildings remain secure from illegal entry as there have been numerous instances where property owners have used scrap lumber or other inappropriate material in an attempt to secure. In addition to the current language in the bylaw, the proposed amendments will state that a structure can only be boarded using plywood or oriented strand board (OSB) with a minimum thickness of 7/16 inches using screws with a minimum length of 2-inch screws and spaced a maximum of 10 inches apart.

Administration will also complete an inventory of boarded up homes in the Heritage neighbourhood and will update this information annually while continuing to proactively deal with properties that have been boarded for extended periods.

Abandoned Properties

While a property that has been vacant for an extended period may be considered abandoned, there is criteria that needs to be established to determine abandonment under the Bylaw should an order to remedy or demolish the property be challenged. Some of these criteria may include no utility services, boarded up windows and/or doors, results of a property search that indicates the owner is deceased with no next of kin. In all cases, there must be outstanding property taxes to demonstrate that a property has been abandoned. As the potential remedy for an abandoned property found to be contributing to neighbourhood issues can involve the most extreme remedy, specifically demolition, the BEO must thoroughly investigate all potential avenues in an attempt to make contact with the owner, determine the status of the property and the intent for the same.

In 2021, a second BEO III was hired to investigate suspected abandoned houses in addition to creating the boarded-up houses inventory. Since March 15, 2021, this position has investigated 270 properties related to this issue. The City intervention to resolve the issue has only been used in 76 of these cases, which indicates that compliance is generally achieved when staff works with owners to understand the requirements laid out in the Bylaw.

Further analysis of historical case files within the current enforcement software will be done to try and proactively identify potentially abandoned houses citywide that will require further investigation by a BEO. The establishment of the priority system, mentioned later in the report, will also incorporate changes to data collection that enable the branch to isolate properties that have been deemed abandoned to allow for easier monitoring and sharing with other internal departments.

Recommendation:

There is no recommendation or bylaw amendment required as it relates to abandoned properties. As part of the review of boarded up homes, Administration will determine if properties meet the threshold for abandonment. Future recommendations may result from this work.

Repeat Offenders

Repeat offenders are those who have multiple violations at a single property, multiple violations at more than one property, or a combination of the two. Unlike in other municipalities reviewed in the jurisdictional scan, current provincial legislation does not allow for penalizing an owner for having multiple violations in and of itself. While there are escalating voluntary fines that are associated with continual offenses, the issuance of a Notice of Violation is typically reserved for extreme cases where compliance is not achieved. This is due to payment of the fine being voluntary and requiring intervention of the courts to try and compel payment of the ticket. Given the severity of these issues, Administration believes that the use of Notice of Violation ticketing is an effective and integral component of dealing with repeat violations of the Bylaw.

The City can also prosecute for violations; however, this process is not currently being used to the full extent as the emphasis has been placed on remedying violations. Prosecution is a lengthy process that is both time consuming and resource heavy and typically only pursued once all other avenues have been explored and often after a long period of time has passed. It should be noted that during the prosecution that remediation of the bylaw violation is ceased to provide for a fair trial.

Changes are being made within the current enforcement software to enable tracking and monitoring of repeat offenders. Focused effort will be placed on repeat offenders through violation tickets and prosecution. As prosecution and enforcement of unpaid tickets through the court system can be time consuming, it is appropriate to reserve these tools for the most egregious violators. The time and resources required to deal with these offenders will be monitored to determine if other resources will be required within the City Solicitor's office.

Recommendation:

There is no recommendation or bylaw amendment required as it relates to dealing with repeat offenders. Administration will analyze previous case files to compile a list of repeat properties and offenders to enable proactive monitoring and enforcement should violations be found. Notice of Violations will then be issued for repeat violations of the Bylaw.

Priority System for Enforcement Cases

Currently service requests received by the Bylaw Enforcement Branch, regardless of the severity or location of the concern, are dealt with on a first in/first out basis. Further, while BEOs deal with violations

in the field proactively, there is no priority system in place which means that suspected violations that pose a risk to public safety are treated the same as aesthetic violations. Following the current practice of the City of Saskatoon's Fire & Emergency Department who enforces the comparable regulations found in the Bylaw, Administration is working to implement a Priority Enforcement System.

Under this system, priority levels are assigned based on severity, impact to the community or risk to public safety. Infractions of a more serious nature, such as unsecured buildings or open excavations will be prioritized while concerns with a lower impact to public safety will be given a lower priority level, such as overgrown grass and vegetation.

Priority Level	Enforcement Activity
Priority 1	Complaints that present a direct risk exposing the public to an unacceptable risk of injury.
Priority 2	Complaints that present a limited risk of injury to persons or related to a building exposed to an unacceptable risk to cause damage.
Priority 3	Complaints that present a negligible risk of injury to persons or causing damage to a building but otherwise create a nuisance.

As the primary concern of residents differs throughout Regina, which sees some neighbourhoods with more priority three concerns compared to others with more priority one concerns, a zone enforcement system is also being implemented to minimize impacts to current service levels. A zone enforcement system will ensure that lower priority concerns in specific neighbourhoods are still addressed while providing a focus on priority one concerns that contribute to neighbourhood issues as expressed in the Board of Police Commissioners report.

In 2021, the Bylaw Enforcement Branch investigated 8031 cases, covering 10 different bylaws, and conducted over 16,818 inspections as part of these files. A detailed breakdown of these cases can be found in Appendix B. The table below shows the top five violations of the Bylaw citywide in 2021. Please note that this table does not include other bylaw violations that the branch may receive complaints about such as *The Clean Property Bylaw, No. 9881*, *The Noise Abatement Bylaw, No. 6980* and *The Regina Traffic Bylaw, 1997, No. 9900*.

2021 Top Five Community Standards Bylaw Violations

Violation	Case Total	Service Request	Proactive	Inspection Complete
Overgrown Grass	2,067	1,234	833	4,364
Untidy Property	1,996	1,172	824	5,029
Property Maintenance	398	284	114	1,113
Graffiti	258	49	209	565
Vehicles in Front Yard	250	167	83	470
Total	4,969	2,906	2,063	11,541

The table below shows the distribution of the top five cases/complaints by ward for 2021 which shows the priority concerns citywide are different. The introduction of the priority system for assessing bylaw complaints will endeavour to meet the needs of residents without providing different service levels across the city.

2021 Top Five Community Standards Bylaw Violations by Ward

Violation	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 5	Ward 7	Ward 8	Ward 9	Ward 10	Total
Overgrown Grass	123	456	380	263	114	241	126	206	45	113	2,067
Untidy Property	107	96	824	62	66	405	122	184	46	84	1,996
Property Maintenance	26	32	106	16	21	86	36	33	16	26	398
Graffiti	1	0	164	2	7	68	4	6	1	5	258
Vehicles in Front Yard	68	36	23	28	18	13	11	28	16	9	250
Total	325	620	1,497	371	226	813	299	457	124	237	4,969

The implementation of a priority system, in addition to the establishment of enforcement zones as discussed below, will optimize the effectiveness of the existing resources while determining the effectiveness of these bylaw amendments and addressing the breadth of resident concerns citywide.

Recommendation:

There is no recommendation or bylaw amendment required as it relates to the implementation of a priority system. As part of the follow-up report, Administration will report back on the efficacy of the priority system.

Division of Resources to Respond to Infractions

Every service request received by the Bylaw Enforcement Branch is investigated by a BEO. This process begins with the BEO looking into the history of the address and/or owner to determine if this is a repeat offender, on the caution list, etc. The initial review of the service request may require a phone call with the complainant to obtain more information or to discuss the concerns of the resident. The BEO will then drive to the location to conduct an inspection to determine if there is a violation. Regardless of whether a violation is found, all inspections are documented with photographs and written notes within the enforcement software. If a violation is found, the BEO will proceed to the next step in the enforcement process which can range from a verbal warning and a request for compliance up to and including the city remedying the violation and applying the costs to the property tax account. The BEO will re-inspect the property to determine if compliance has been achieved. If it has not, then they will proceed with further

enforcement action. The steps in the enforcement process and the options that a BEO decides to utilize are determined on a case-by-case basis and depend on several factors that include but are not limited to whether or not this is a first violation or a repeat offender, severity of the violation and/or risk to public safety.

The Bylaw Enforcement Branch at the City operates with a generalized model rather than a specialized model used by the City of Saskatoon Community Standards Department which is responsible for enforcement of some of their bylaws such as *The Sidewalk Clearing Bylaw, No. 8463*, *Bylaw No. 9772*, *The Drainage Bylaw, 2021*, *The Traffic Bylaw* (select sections), and *Zoning Bylaw, No. 8770*. There are benefits and drawbacks to both types of structures with the primary benefit of the generalized model being the breadth of knowledge that is acquired and the efficiencies that can be realized by reassigning resources when the capacity of another area is maximized. This is not an option in a specialized model due to the reliance on subject matter expertise. The model used in Saskatoon's Community Standards Department, comprised of 11 fulltime inspectors, focuses individual areas of expertise, having specific officers handling certain case-types across the entire city, rather than focusing on areas or wards. One downside of this model is that should more than one violation exist at a particular property, multiple enforcement officers may be required to address their area of expertise.

The generalized model, used by the City's Bylaw Enforcement Branch, along with HSET where appropriate, focuses on the whole property to solve issues. The City of Saskatoon Fire & Emergency Department, comprised of 11 permanent fire inspectors and two casual fire bylaw inspectors, is responsible for enforcing the equivalent of the *Community Standards Bylaw* as well as the *Fire & Protective Service Bylaw*, *Swimming Pool Bylaw*, and conducting fire investigations as required. They operate primarily under a generalized model with highly trained fire inspectors who enforce multiple bylaws related to fire safety and property maintenance.

Analysis of case files from 2018 to 2021 has shown three distinct geographic zones in the city with clear differences in the number and type of cases being investigated. The introduction of a zone enforcement model will see the establishment of a north, central and south zone with each zone being led by a BEO III and a team of BEO I and II below them. Changes have been made within the existing enforcement software to allow for assignment of cases based on forestry sector which will allow for easier geographic reporting based on sector, ward or zone.

It is important to note that not all jurisdictions provide this level of service. The City of Saskatoon has adopted a policy where anonymous concerns will not be accepted, nor do they provide updates to complainants on the status of any cases. Adopting a similar approach could potentially improve efficiency in Regina.

Recommendation:

There is no recommendation or bylaw amendment required as it relates to the implementation of a zone enforcement system. As part of the follow-up report, Administration will report back on the efficacy of the zone enforcement system.

Additional Proposed Bylaw Amendments

In addition to the bylaw amendments captured in this section, Administration is also recommending the following amendments:

- Schedule A - Minimum Standards:
 - Require the provision of hot, running water that is available through functioning taps
 - Specify how mould remediation is handled
 - Require proper ventilation for occupants of residential dwellings
 - In the instance that a property has multiple dwellings, locking doors should be available on each suite.

These amendments are being proposed to improve the effectiveness of orders issued by Bylaw Enforcement as part of HSET.

- Schedule B – Voluntary Payment Amounts, Notice of Violation:
 - Proposed amendments to this schedule include the addition of unsecured structures and increasing the existing fine amount for failing to comply with an order. The proposed increase in the voluntary payment is intended to reflect the severity of the violation.

Contravention	1st Notice of Violation	2nd Notice of Violation	3rd (and subsequent) Notice of Violation
Unsecured Structure	NEW - \$1500	NEW - \$2500	NEW - \$3500
Failure to comply with an order	OLD – \$500 NEW – \$1500	OLD – \$1000 NEW – \$2000	OLD – \$1500 NEW – \$2500

- Schedule C – Fines on Conviction:
 - Amendments are being proposed to this schedule to align with amendments of the proposed amendments to Schedule B.

Contravention	Fine on 1st Conviction	Fine on 2nd Conviction	Fine on 3rd Conviction	Fine on 4th and Subsequent Convictions
Unsecured Structure	NEW - \$2000	NEW - \$3000	NEW - \$4000	Established by the Court
Failure to comply with an order	OLD – \$1000 NEW – \$1500	OLD – \$1500 NEW – \$2000	OLD – \$2000 NEW – \$2500	Established by the Court

To support the focus on the five priority areas identified that contribute to neighbourhood issues, in addition to the operating changes describe above, Administration is recommending that the amendments to the Bylaw be approved to further support this work. These changes will include strengthening and clarifying definitions around abandoned and unsecured properties, specifications on requirement for boarding a property and enhancing the fines for violations of the Bylaw.

Due to the system changes required to implement this priority system and the bylaw amendments, we are requesting that these come into effect August 1, 2022. Administration will then report back to City Council on the effectiveness of the recommendations and operating changes one year following the full implementation. The follow up report will also advise if there is a need for a more comprehensive strategy related to boarded up and vacant buildings.

DECISION HISTORY

On May 5, 2021, the RPS presented report EX21-37 to Executive Committee outlining possible opportunities to increase collaboration with the police. The report was initially presented to the Board of Police Commissioners on March 30, 2021. The report recommended more responsibility and stronger bylaw enforcement by the City on things such as body rub parlours, housing standards and other bylaw enforcement to minimize the impact to emergency services. Responsibility for a portion of these recommendations falls on within the scope of Bylaw Enforcement to help ensure that properties are secured and maintained to minimize the risk of "recurring neighbourhood issues such as squatting, large gathering and structure fires."

Respectfully submitted,



Andrea McNeil-Wilson, Manager, Bylaw Enforcement

4/11/2022

Respectfully submitted,



Byron Werry, City Solicitor

4/11/2022

Prepared by: Alicia Baniulis, Policy Analyst

ATTACHMENTS

Appendix A - Jurisdictional Scan

Appendix B - 2021 Cases and Inspections Completed

Appendix A: Jurisdictional Scan

A jurisdictional scan of the following cities was undertaken to better understand the operations of similar cities across the country:

- Saskatoon
- Prince Albert
- North Battleford
- Moose Jaw
- Estevan
- Winnipeg
- Brandon
- Surrey
- New Westminster
- Hamilton
- Edmonton
- Calgary

There are a very small number of cities across Canada that require a permit for boarded-up and/or vacant buildings. The majority of the municipalities surveyed followed the applicable provincial legislation without additional measures. A large number of Saskatchewan municipalities were investigated as they are bound by the same provincial legislation for enforcement as set out in *The Cities Act* which would have allowed for more easily adopted changes. The review revealed that reliance on the Act is common, with no additional measures set out for managing property maintenance issues including vacant, abandoned, unsecured, boarded or fire damaged structures. There were also no other significant policies or bylaws that provided opportunities that could be used in Regina.

The following municipalities have implemented programming to enhance the management of vacant, abandoned, boarded up and burned residential properties:

- Saskatoon
- Winnipeg
- Brandon
- Halifax
- New Westminster

A select few have also instituted additional measures to manage repeat offenders, both properties and owners:

- Hamilton
- Edmonton
- New Westminster

Based on the review of all jurisdictions, the proposed changes for Regina have been modelled after the authority set out in *The Cities Act*.

Saskatoon

The City of Saskatoon implemented several changes to improve efficiency handling bylaw violations. A priority enforcement system was implemented in May 2020 to manage property maintenance cases more effectively in the community, and in particular boarded buildings in key

neighbourhoods. Several other options were examined and determined to be costly and require significant resources to be effective.

In a September 2020, update to the Saskatoon City Council, it was revealed that the average time to inspect cases related to boarded structures was reduced from 46.4 days to 2.5 days. These cases are in various stages of the Order process, including repair and demolition, the priority system has better enabled the City of Saskatoon Fire & Emergency Department to manage properties and communicate with owners in order to resolve cases. Using the authority set out in *The Cities Act*, Saskatoon has also implemented a cost-recovery system where work performed by the City of Saskatoon is charged to the property taxes of the owner in the event that compliance is not achieved within a reasonable timeframe.

Saskatoon has implemented a procedure in relation to contraventions where a Notice of Violation of the Bylaw is subject to pay increasing penalties: first contravention, \$250; second contravention, \$500; and a third contravention, \$750. This is similar to the voluntary payment schedule currently implemented in Regina.

Saskatoon was chosen as a preferred model based on transferability to our community as their bylaws are governed by the same provincial legislation. While the organizational structure is different, there are elements of their enforcement practices that can be implemented in Regina.

New Westminster

Governed by the *Community Charter*, the *Local Government Act* and the *Interpretation Act*, New Westminster introduced a bylaw to regulate rental units in 2004. These pieces of legislation differ from the governance structure found in Saskatchewan, providing the authority to manage bylaws that regulate property management and levy fines against contraventions, including the ability to create a fee-for-service model when resources are consumed, regardless of whether it is voluntary use. This is not available to Saskatchewan municipalities under *The Cities Act*, which does not have the same legislative authority for these types of issues.

The *Business Regulations and Licensing (Rental Units) Bylaw* aims to manage rental tenancy standards for residential properties and rental units similar to *The Community Standards Bylaw* and *Building Standards Bylaw* for any residence larger than a single dwelling unit or single dwelling unit with no more than one secondary suite. Building Inspectors manage violations of this nature under this model. The City of New Westminster requires property owners to obtain a business license to operate the rental unit and provide information about that unit. Corresponding to the rental unit, a tenant register is required to be kept by the owner and produced upon request. Bylaw violations arising at rental properties may result in the revocation of the business license and proactive property management by the City of Westminster.

New Westminster has also enacted bylaw language to manage repeat offenders. Under Nuisances, repeat offenders having three or more nuisance service calls for a single residential property within 12 months can be charged an “excessive nuisance abatement fee” for each additional call to the property. Charges are as follows:

- Police Nuisance Response and Abatement Service Call - \$250/call
- City Staff Nuisance Response and Abatement Service Call - \$100/hour
- Administration Fee – 10 per cent on Total Service Call Fees
- Plus, any applicable taxes

Winnipeg

The City of Winnipeg's dedicated vacant building bylaw is a comprehensive piece of legislation that requires permits and encompasses both residential and commercial properties. Residential boarding permits are \$2,360 per year. Commercial boarding permits are as follows:

- Year 1 - \$2,360
- Year 2 - \$4,150
- Year 3 - \$5,850
- Year 4 - \$7,610
- Each year after – add \$1,770 to previous year's fee

All vacant properties are also subject to an annual inspection fee of \$590 for compliant properties and \$1,170 if repair orders are issued. Should the building become occupied or have boards removed, an occupancy permit must first be issued.

It is important to note that *The Manitoba Municipal Act* identifies Derelict Properties as a concern and bestows authority to cities to develop strategies. Saskatchewan municipalities rely heavily on the language in *The Cities Act* which does not have the same legislative authority for these types of issues.

Brandon

The City of Brandon has a similar system to Winnipeg with two classifications for unoccupied buildings. The Bylaw Enforcement Branch manages all exterior issues, and the Building Standards Branch is responsible for ensuring the interior of structures is maintained within the bylaws.

The Vacant Building Program requires owners to maintain habitable properties, including the yard and all buildings on the property, as well as obtain a Vacant Building Certificate. A Boarded Building Permit is issued to properties that are dilapidated, have structural issues, are placarded or have been found to be at risk of break-ins. This system was created as part of the downtown revitalization plan and is used to motivate property owners to reoccupy or demolish rundown buildings. The programs run on a cost-recovery basis and is not meant to be punitive, typically with only one demolition being done each year by the City of Brandon and only three to four complaints being received for boarded buildings across the community.

As above, it is also important to note that *The Cities Act* does not provide for as prescriptive legislation as is found in *The Manitoba Municipalities Act*.

Hamilton

The City of Hamilton implemented a bylaw dedicated to managing vacant buildings, including a multi-family dwelling registry for properties with four or more suites. Properties with less than four suites are not required to be registered with the City of Hamilton when vacant. If a property with four or more suites has tenants, they are also not required to register with the City of Hamilton. Owners are required to inform the City of Hamilton if that building is empty and pay associated fees for inspections and administration of the vacant property. Fees include:

- Registration - \$1,082.99
- Administration fees = \$283
- Yearly inspection fee - \$707.96

Edmonton

The City of Edmonton has a two-tier response system for bylaw complaints. Community Standards Peace Officers respond to on-the-spot bylaw concerns and deal with issues on public property. Municipal Enforcement Officers investigate complaints relating to *The Community Standards Bylaw* and other non-urgent bylaw violations on private property.

While they do not currently have dedicated bylaws for managing vacant or boarded buildings, the City of Edmonton does have language within *The Community Standards Bylaw* to govern how and when boarding is used and how other property maintenance issues are managed. Contained within their bylaw is also language to manage repeat offenders through increasing fines for non-compliance.

Appendix B: 2021 Cases and Inspections Completed

Total Cases and Inspections Completed in 2021					
Group	Bylaw	Case Total	SR	Proactive	Inspection Completed
Regina Animal Bylaw #2009-44					
LS	Livestock	5	5	0	15
Barbed Wire Bylaw #5883					
BW	Barbed Wire	1	1	0	1
CA(City Act)					
ID	Imminent Danger	1	1	0	1
Clean Property Bylaw #9881					
AL	Alley Litter	573	223	350	568
LP	Litter on Public Property	90	18	72	100
PR	Snow Removal private to public	31	26	5	35
PU	Snow Removal Public Property	99	87	12	148
RS	Sidewalk Snow Removal	2	2	0	2
SN	Signs	75	29	46	148
SR	Snow Removal (Downtown/Comm)	33	22	11	60
Community Standard Bylaw #2016-2					
GR	Graffiti	258	49	209	565
HF	Height of fence	32	30	2	65
HS	Housing Standard	89	84	5	174
JV	Junked Vehicles	182	101	81	508
LI	Outside Light	27	27	0	47
NU	Nuisance	43	31	12	172
OE	Open Excavations	2	2	0	7
OG	Overgrown Grass	2067	1234	833	4364
PM	Property Maintenance	398	284	114	1113
SE	Soil Erosion	34	26	8	89
UB	Unsecured Buildings	172	65	107	407
UP	Untidy Property	1996	1172	824	5029
VF	Vehicles in Front Yard	250	167	83	470
VP	Prohibited Vehicle	15	7	8	26
VR	Recreational Vehicle	121	52	69	226
Forestry Bylaw #2002-48					
ET	Encroachment	14	14	0	14
Noise Abatement Bylaw #6980					
AG	Animal Generated	306	301	5	528
GN	General Noise	83	83	0	143
VG	Vehicles Generated	9	9	0	15
Park and Open Space Bylaw #2004-27					
DE	Destruction	2	2	0	2
EA	Easements	3	3	0	4
EN	Encroachments	9	6	3	17
ON	Obstruction	34	23	11	61
VH	Vehicles	5	5	0	6

Appendix B: 2021 Cases and Inspections Completed

Traffic Bylaw #9900					
OB	Obstruction	508	347	161	993
RV	RV Setback	11	9	2	18
SL	Sign-line Restriction	136	101	35	279
Waste Management Bylaw #2012-63					
RC	Receptacles (Bins)	12	11	1	15
RE	Recycled Containers	1	1	0	1
Weed Control Act					
WD	Weeds	90	32	58	172
Zoning Bylaw #9250					
AB	Accessory Building	1	1	0	1
FY	Front Yard Parking	35	31	4	43
IU	Illegal use of Property	52	48	4	66
OS	Outdoor Storage	1	1	0	1
RB	Residential Business	21	20	1	23
Pigeon Control Bylaw #7640					
AV	Aviary	1	1	0	1
NP	Number of pigeons	1	1	0	1
PT	Permit	7	0	7	7
Smoking Bylaw #2017-12					
SB	Smoking	2	2	0	3
BC	General Bylaw Complaint	91	89	2	64
Total		8031	4886	3145	16818



2021 Review of Public Outstanding Items

Date	April 27, 2022
To	Executive Committee
From	City Clerk's Office
Service Area	Office of the City Clerk
Item No.	EX22-54

RECOMMENDATION

The Executive Committee recommends that City Council:

1. Direct the City Clerk to delete the following items from the List of Outstanding Items for City Council, Executive Committee, Mayor's Housing Commission, Public Works and Infrastructure Committee, Priorities and Planning Committee and Regina Planning Commission as outlined in Schedule A:

<u>Item</u>	<u>Committee</u>	<u>Subject</u>
CR18-11	City Council	Cannabis Legalization-Municipal Preparedness Plan
EX18-13	Executive Committee	Amendment to Charge for Intensification
CR19-44	Public Works and Infrastructure Committee	Noise Attenuation
EN19-2	City Council	Councillor Joel Murray: Railroad Crossing Eastview
MHC19-9	Mayor's Housing Commission	Housing Incentives Policy Review

PWI19-18	Public Works and Infrastructure Committee	Safe Sidewalks
CM19-15(1)	City Council	2020 General and Utility Operating Budget and 2020 – 2024 General Utility Capital Plan
MN20-3(2)	City Council	Councillor Bob Hawkins: Checkout Bag Bylaw
CR20-60	Priorities and Planning Committee	Community Safety and Wellbeing
CR20-58(2)	Executive Committee	2021 Revaluation
CM20-22(2)	City Council	Enforcement Plan – Grass and Weed Control
MN20-19	Public Works and Infrastructure Committee	Councillor John Findura: Noise Attenuation on Ring Road
CR20-8(2)	City Council	Winter Maintenance Policy Update
CR20-93	Executive Committee	2020 Committee Structure Review
CR20-98	City Council	Executive Committee: Lease of City Property at 1700 Elphinstone Street
CR21-21	City Council	Buffalo Pound Plant Renewal Financing
CR21-51	City Council	2021 Revaluation Update and Tax Policy
CR21-71	City Council	Conversion Therapy Bylaw
RPC21-54	Regina Planning Commission	Zoning Bylaw Amendment – All Properties Zoned as DCD-CBM-Chuka Boulevard Mixed Direct Control District Zone-PL202100105
CR21-125	City Council	Zoning Bylaw Amendments – Aquifer Protection Overlay Zone
RPC21-60	Regina Planning Commission	Cannabis Retail Zoning Amendments

2. Approve the recommendations in this report at its meeting on May 4, 2022.

ISSUE

Subsection 35(2) of The *Procedure Bylaw, Bylaw No. 9004* requires the City Clerk to provide a report to the Executive Committee annually which lists all items and the priority of the items that have been tabled or referred by City Council or one of its committees. The purpose of this report is to provide a list of the most recent outstanding items.

IMPACTS

Strategic Impacts

Regular review of outstanding items provides both Council and the City Administration an opportunity to review and refocus priorities and resources as required based on current initiatives, needs of the community and corporate strategy.

There are no financial, environmental, accessibility or legal/risk impacts.

OTHER OPTIONS

Not approve the removal of the item outlined in the recommendations of this report.

COMMUNICATIONS

This report is published to the City of Regina website for public viewing.

DISCUSSION

Lists of Outstanding Items are maintained for City Council and its committees. Items on the list may originate from:

- a recommendation in a report which indicates that another report will be forthcoming
- a motion adopted to refer an item back to the Administration or to request a report on a related matter
- a motion adopted by City Council or another committee requesting the Administration to prepare a report

The Office of the City Clerk is responsible for maintaining and updating the lists. Items remain on the list unless a report or the committee recommends their removal. The lists are updated with additions and deletions, as meetings are held and after review by the Executive Committee.

The following steps were taken to facilitate the annual review of the outstanding items:

- the lists of outstanding items as of December 31, 2021 were circulated to departments for comments
- the comments and lists were returned to the Office of the City Clerk for consolidation
- the updated lists with comments were forwarded to the City Manager for review

Attached to this report, as Schedule "B", is a list of the outstanding public session items before City Council and each of its committees. Schedule "A" is the list of outstanding items that have been resolved and are required to be removed from list.

DECISION HISTORY

The last review of outstanding items by Executive Committee was considered on February 17, 2021.

Pursuant to section 35(2) of *The Procedure Bylaw, Bylaw No. 9004* The City Clerk shall provide in January of each year to the Executive Committee a report which lists all items and the priority of the items which have been tabled or referred by Council or committees to the administration for further review.

Respectfully submitted,



Amber Ackerman, Interim City Clerk 4/13/2022

Prepared by: Amber Ackerman, Interim City Clerk

ATTACHMENTS

Schedule A
Schedule B

Schedule A
List of Outstanding Items
April 7, 2022

REPORT #:	CR18-11
DATE TABLED/REFERRED:	2/26/2018
SUBJECT:	Cannabis Legalization - Municipal Preparedness Plan
MOTION:	That Administration, in conjunction with the Regina Police Service, report on the effects of the six locations on the black market and help determine if six is enough to significantly disrupt this market within two years of legalization.
DIVISION/DEPARTMENT:	Office of the City Manager
COMMENT:	Return Date: This item came forward as part of RPC20-24 – Cannabis Retailers – Zoning Amendment Recommendations report.

REPORT #:	EX18-13
DATE TABLED/REFERRED:	6/13/2018
SUBJECT:	Amendment to Charge for Intensification
MOTION:	That the Administration report back in one year after the policy has been implemented
DIVISION/DEPARTMENT:	City Planning & Community Development
COMMENT:	Return Date: Address via a memo to Council dated February 16, 2021.

REPORT #:	CR19-44
DATE TABLED/REFERRED:	4/29/2019
SUBJECT:	Noise Attenuation
MOTION:	<p>1. That Administration be directed to report back to Public Works & Infrastructure Committee with recommendations for an updated Roadway Noise Policy by Q1 2021 which:</p> <ul style="list-style-type: none"> a. modernizes the acceptable methodologies and materials for design and implementation of noise attenuation b. maintains requirements for the provision of noise attenuation in new neighbourhoods where required c. reviews the requirement for the City of Regina to monitor and install noise attenuation for existing development locations exceeding the established limit.
DIVISION/DEPARTMENT:	Sustainable Infrastructure
COMMENT:	Return Date: Addressed during consideration of item CR21-134.

List of Outstanding Items
April 7, 2022

REPORT #:	EN19-2
DATE TABLED/REFERRED:	5/27/2019
SUBJECT:	Councillor Joel Murray: Railroad Crossing to Eastview
MOTION:	That Administration provide a response on the cost and implications of installing three crossing arms at the railway crossings located in the Eastview Subdivision, to allow the Neighbourhood to become a “quiet zone”.
DIVISION/DEPARTMENT:	Roadways & Transportation
COMMENT:	Return Date: Addressed during consideration of item MN21-4

REPORT #:	MHC19-9
DATE TABLED/REFERRED:	11/12/2019
SUBJECT:	Housing Incentives Policy Review
MOTION:	That Administration complete a review and return to the Mayor’s Housing Commission in 2 years with an update on the Housing Incentive Policy.
DIVISION/DEPARTMENT:	Parks, Recreation & Cultural Services
COMMENT:	Return Date: Addressed during consideration of item CR21-45.

REPORT #:	PWI19-18
DATE TABLED/REFERRED:	12/12/2019
SUBJECT:	Safe Sidewalks
MOTION:	That this item be referred to Administration for a report in Q2 of 2020 that includes an update on a sidewalk priority system and recommendations for improving sidewalk accessibility for consideration during the 2021 budget process.
DIVISION/DEPARTMENT:	Roadways & Transportation
COMMENT:	Return Date: Addressed during consideration of item CR21-54 at the April 14, 2021 City Council meeting.

List of Outstanding Items
April 7, 2022

REPORT #:	CM19-15(1)
DATE TABLED/REFERRED:	12/13/2019
SUBJECT:	2020 General and Utility Operating Budget and 2020 - 2024 General and Utility Capital Plan
MOTION:	<ol style="list-style-type: none"> 1. That Administration analyze the amount of downloading from the Province of Saskatchewan, beginning in 2010 to the present, to inform City Council of the financial impact on its ability to deliver service and report to City Council in the summer of 2020; 2. That once City Council considers the report, that the report be shared with SUMA; and 3. That once complete, the results of the report be shared with the Minister of Government Relations.
DIVISION/DEPARTMENT:	Financial Services
COMMENT:	Return Date: Information was shared in an in-camera session pursuant to The Local Authority Freedom of Information and Protection of Privacy Act, section 17(1)(f), (f) information, the disclosure of which could reasonably be expected to prejudice the economic interest of the local authority.

REPORT #:	MN20-3(2)
DATE TABLED/REFERRED:	5/27/2020
SUBJECT:	Councillor Bob Hawkins: Checkout Bag Bylaw
MOTION:	<ol style="list-style-type: none"> 2. The Administration undertake a public education campaign to inform retailers and residents of the reasons for, and content of, the said bylaw.
DIVISION/DEPARTMENT:	Communications & Engagement
COMMENT:	Return Date: A fulsome marketing and engagement strategy has been implemented. The bylaw came into effect February 1, 2022 (it was delayed due to COVID-19).

REPORT #:	CR20-60
DATE TABLED/REFERRED:	6/20/2020
SUBJECT:	Community Safety and Wellbeing
MOTION:	Direct Administration to develop a Community Safety and Wellbeing Plan for Council consideration and approval in Q2 of 2021 based on the approach outlined in this report.
DIVISION/DEPARTMENT:	Parks, Recreation & Cultural Services
COMMENT:	Return Date: Addressed during consideration of item CR21-169.

List of Outstanding Items
April 7, 2022

REPORT #:	CR20-58(2)
DATE TABLED/REFERRED:	6/30/2020
SUBJECT:	2021 Revaluation
MOTION:	4. Direct Administration to conduct a broader review of the tax policy and report back to the Executive Committee by Q3 of 2021.
DIVISION/DEPARTMENT:	
COMMENT:	Return Date: Addressed during consideration of item CR21-130 at City Council on September 29, 2021.

REPORT #:	CM20-22(2)
DATE TABLED/REFERRED:	8/26/2020
SUBJECT:	Enforcement Plan - Grass and Weed Control
MOTION:	3. Administration to bring forward a report detailing how the City will meet the obligations under The Weed Control Act and all other relevant bylaws and regulations including an aggressive weed management plan before the end of Q1 of 2021.
DIVISION/DEPARTMENT:	
COMMENT:	Return Date: Addressed during consideration of item CR21-12.

REPORT #:	MN20-19
DATE TABLED/REFERRED:	9/30/2020
SUBJECT:	Councillor John Findura: Noise Attenuation on Ring Road
MOTION:	1. Administration be directed to include the area along the Ring Road between the Glen Elm and Glencairn neighbourhoods adjacent to Dewdney Avenue as a priority, in the event that an action plan to address exceeded noise limits within the City of Regina is adopted after consideration or in conjunction with the Roadway Noise Attenuation Policy that will be reviewed by the Public Works and Infrastructure Committee in Q1 of 2021; and 2. If a phased in action plan is adopted by City Council, that this area be addressed in the first phase.
DIVISION/DEPARTMENT:	Roadways & Transportation
COMMENT:	Return Date: Addressed during consideration of item CR21-134 at the September 29, 2021 City Council meeting.

**List of Outstanding Items
April 7, 2022**

REPORT #:	CR20-8(2)
DATE TABLED/REFERRED:	10/6/2020
SUBJECT:	Winter Maintenance Policy Update
MOTION:	2. Direct Administration to bring a report with options to amend The Clean Property Bylaw, with respect to sidewalk clearing, in Q2 of 2021.
DIVISION/DEPARTMENT:	Roadways & Transportation
COMMENT:	Return Date: Addressed through item CR21-132 on September 29, 2021

REPORT #:	CR20-93
DATE TABLED/REFERRED:	12/2/2020
SUBJECT:	2020 Committee Structure Review
MOTION:	2. Direct the City Clerk to prepare a report respecting the membership on the Regina Appeal Board, and recommend changes respecting the Board's decision-making procedures, for consideration by Executive Committee in Q1 2021.
DIVISION/DEPARTMENT:	Office of the City Clerk
COMMENT:	Return Date: Address during consideration of item CR21-40 by City Council on March 10, 2021

REPORT #:	CR20-98
DATE TABLED/REFERRED:	12/16/2020
SUBJECT:	Executive Committee: Lease of City Property at 1700 Elphinstone Street
MOTION:	3. That REAL report back to City Council on the proposed development and implementation timeline of this process in Q1 of 2021.
DIVISION/DEPARTMENT:	
COMMENT:	Return Date: Addressed during consideration of item CR21-116.

**List of Outstanding Items
April 7, 2022**

REPORT #:	CR21-21
DATE TABLED/REFERRED:	2/24/2021
SUBJECT:	Buffalo Pound Plant Renewal Financing
MOTION:	Instruct Administration to bring forward a future report to City Council that provides the details of the financing and applicable borrowing bylaw and/or guarantee bylaw for approval once the financing has been negotiated.
DIVISION/DEPARTMENT:	Financial Services
COMMENT:	Return Date: Addressed during consideration of item CR21-174 on December 8, 2021

REPORT #:	CR21-51
DATE TABLED/REFERRED:	3/31/2021
SUBJECT:	2021 Revaluation Update and Tax Policy
MOTION:	Direct Administration to provide information on the removal of the mill rate subclass for Golf Courses and instead tax Golf Courses according to the effective commercial tax rate as part of the "Property Tax Review report" that is to come forward to the Executive Committee in Q3 of 2021.
DIVISION/DEPARTMENT:	Assessment & Property Revenue Services
COMMENT:	Return Date: Address during consideration of item CR21-130 on September 9, 2021

REPORT #:	CR21-71
DATE TABLED/REFERRED:	4/28/2021
SUBJECT:	Conversion Therapy Bylaw
MOTION:	Direct the City Solicitor to prepare a conversion therapy ban bylaw modelled on that of the City of Saskatoon, to a City Council meeting no later than July 2021.
DIVISION/DEPARTMENT:	Office of the City Solicitor
COMMENT:	Return Date: Addressed by City Council on April 28, 2021, directing the City Solicitor to bring for a bylaw, which was brought forward on August 11, 2021 and approved by City Council.

List of Outstanding Items
April 7, 2022

REPORT #:	RPC21-54
DATE TABLED/REFERRED:	9/8/2021
SUBJECT:	Zoning Bylaw Amendment - All Properties Zoned as DCD-CBM – Chuka Boulevard Mixed Direct Control District Zone - PL202100105
MOTION:	that this report (RPC21-54) be tabled to a meeting of Regina Planning Commission, by the end of Q 4 of 2021, for Administration to provide a supplemental report that includes an updated retail impact assessment provided by the applicant.
DIVISION/DEPARTMENT:	Planning & Development Services
COMMENT:	Return Date: Addressed during consideration of item CR21-153 on November 10, 2021.

REPORT #:	CR21-125
DATE TABLED/REFERRED:	9/15/2021
SUBJECT:	Zoning Bylaw Amendments - Aquifer Protection Overlay Zone
MOTION:	that Administration report back on information respecting protection plans, financial remediation, construction operations and deconstruction as part of the Aquifer Protection Plan.
DIVISION/DEPARTMENT:	Planning & Development Services
COMMENT:	Return Date: Addressed during consideration of item CM21-21 on November 10, 2021.

REPORT #:	RPC21-60
DATE TABLED/REFERRED:	10/6/2021
SUBJECT:	Cannabis Retail Zoning Amendments
MOTION:	that this report (RPC21-60) be tabled to the November 3 meeting to allow for Administration to consult with Regina Public Schools and provide the results of the consultation in a supplemental report to the Commission.
DIVISION/DEPARTMENT:	Planning & Development Services
COMMENT:	Return Date: Addressed during consideration of item RPC21-64 on November 3, 2021

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	RPC10-5
DATE TABLED/REFERRED:	2/24/2010
SUBJECT:	Cell Phone Towers
MOTION:	This communication be referred to the Administration for a report on guidelines and/or principles for cell phone towers on City of Regina property.
DIVISION/DEPARTMENT:	Planning & Development Services
COMMENT:	Return Date: May 2022

REPORT #:	MN12-1
DATE TABLED/REFERRED:	1/23/2012
SUBJECT:	Sustainable Commercial and Industrial Buildings Incentive Program
MOTION:	That City Council instruct the Administration to prepare a report, as part of the Design Regina process, which: 1. considers emerging best practices 2. Incorporates any relevant legal considerations 3. Includes stakeholder input; and provides recommendations for how the city could incent or encourage the development community to incorporate green, sustainable best practices in future commercial and industrial construction projects.
DIVISION/DEPARTMENT:	Innovation, Energy & Technology
COMMENT:	Return Date: 2023

REPORT #:	CR14-99
DATE TABLED/REFERRED:	8/25/2014
SUBJECT:	Red Light Camera Program
MOTION:	That the red light Camera Program be reviewed in three years and a subsequent report be provided back to City Council.
DIVISION/DEPARTMENT:	Regina Police Services/Citizen Services
COMMENT:	Return Date: Program launched in 2019. Report due back June 2022

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	CR15-9
DATE TABLED/REFERRED:	1/26/2015
SUBJECT:	Regina Revitalization Initiative (RRI) Railyard Renewal Project (RRP), Land Disposition and Development Strategy
MOTION:	3. That future reports seeking approval of the final urban planning, land use and financial plans be brought to Council for its approval.
DIVISION/DEPARTMENT:	Land & Real Estate
COMMENT:	Return Date: Q4 2022

REPORT #:	CM15-4
DATE TABLED/REFERRED:	3/23/2015
SUBJECT:	Proposed Changes to Urban Highway Connector Program (Proposed Cost Sharing Agreement for Regina Bypass Project)
MOTION:	1. That the City Manager bring forward a future informational report to City Council outlining the details of the Cost Sharing Agreement that is reached with the Government of Saskatchewan.
DIVISION/DEPARTMENT:	Sustainable Infrastructure
COMMENT:	Return Date: TBD - The City is still in negotiations with the Province

REPORT #:	RPC15-31
DATE TABLED/REFERRED:	6/3/2015
SUBJECT:	Application for Sale of Dedicated Lands (15-SD-01) Portion of Qu'Appelle Park - 1301 Parker Avenue
MOTION:	That Administration conduct a review of the policy related to the sale of parcels of City land for the installation of cell towers, including the size of the parcel and related setbacks, as well as any related Bylaw changes that may be required.
DIVISION/DEPARTMENT:	Planning & Development Services
COMMENT:	Return Date: May 2022

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	PW118-13
DATE TABLED/REFERRED:	6/7/2018
SUBJECT:	Solid Waste Curbside Collection Services Funding Policy
MOTION:	That the Administration bring back a report to this committee outlining the details of cost per household for garbage collection and billing details to the October 11, 2018 Public Works and Infrastructure meeting.
DIVISION/DEPARTMENT:	Water, Waste & Environment
COMMENT:	Return Date: April 2022

REPORT #:	CR18-105(2)
DATE TABLED/REFERRED:	11/26/2018
SUBJECT:	Council Committee Recommendations
MOTION:	8. That the City Clerk be directed to report back with an option to add a Diversity, Equity and Inclusion Advisory Committee in Q2 of 2019.
DIVISION/DEPARTMENT:	Office of the City Clerk
COMMENT:	Return Date: Q2 2021 – This is on hold pending subsequent consideration of implementation of the Community Wellbeing plan.

REPORT #:	CR19-58
DATE TABLED/REFERRED:	5/27/2019
SUBJECT:	City of Regina – City of Fujioka, Japan – Friendship City Agreement
MOTION:	That the Administration be directed to develop guidelines for assessment criteria involved in determining future Sister City Agreements and Friendship City Agreements by Q4 of 2019.
DIVISION/DEPARTMENT:	Office of the City Manager
COMMENT:	Return Date: Delayed due to competing priorities will be brought forward in Q4 2022

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	MN19-15
DATE TABLED/REFERRED:	9/30/2019
SUBJECT:	Mayor and City Council: National Inquiry into the Missing and Murdered Indigenous Women and Girls
MOTION:	That the City of Regina Council directs Administration to report to Executive Committee by Q3 of 2020 on potential actions and initiatives, as they relate to municipalities, supported by Indigenous leaders, in support of the work of the National Inquiry into the Missing and Murdered Indigenous Women and Girls.
DIVISION/DEPARTMENT:	Office of the City Manager
COMMENT:	Return Date: Q4 2022

REPORT #:	MN19-14
DATE TABLED/REFERRED:	9/30/2019
SUBJECT:	Councillor Andrew Stevens and Councillor Jason Mancinelli: Greywater Strategy
MOTION:	That Administration prepare a report for the Public Works and Infrastructure Committee in Q4 of 2020: 1. with a commercial, industrial, and residential greywater strategy; and 2. that the strategy include a focus on City-owned and operated facilities.
DIVISION/DEPARTMENT:	Water, Waste & Environment
COMMENT:	Return Date: Q1 2022

REPORT #:	PPC19-9
DATE TABLED/REFERRED:	10/23/2019
SUBJECT:	Civic Art & Cultural Collections Policy
MOTION:	That Administration bring forward a report on the impacts of this policy in two years.
DIVISION/DEPARTMENT:	Parks, Recreation & Cultural Services
COMMENT:	Return Date: June 30 2022

**Schedule B
List of Outstanding Items
April 7, 2022**

REPORT #:	CR19-112(1)
DATE TABLED/REFERRED:	12/16/2019
SUBJECT:	Zoning Bylaw Regulations for Massage Parlours
MOTION:	That allowing massage parlours as a permitted use exclusively in industrial zones IL and IH, be approved and that Administration report back within one year on any impacts of this change.
DIVISION/DEPARTMENT:	Planning & Development Services
COMMENT:	Return Date: Q2 2022

REPORT #:	CR20-6
DATE TABLED/REFERRED:	1/29/2020
SUBJECT:	New Employee Code of Conduct, Theft and Fraud Policy and Whistleblower Policy
MOTION:	Administration to conduct a review of The Cities Act and the Code of Ethics Bylaw with respect to City Councillors, propose any necessary changes and report back to the newly elected City Council in 2021.
DIVISION/DEPARTMENT:	Office of the City Solicitor
COMMENT:	Return Date: Q2 2022

REPORT #:	MN20-21
DATE TABLED/REFERRED:	8/31/2020
SUBJECT:	Mayor and City Council: Creation of a Diversity, Equity, and Inclusion Advisory Committee
MOTION:	5. A report on the Advisory Committee be prepared for Executive Committee and City Council as soon as possible.
DIVISION/DEPARTMENT:	Office of the City Clerk
COMMENT:	Return Date: Q2 2021 This is on hold pending subsequent consideration of implementation of the Community Wellbeing plan.

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	MN20-14
DATE TABLED/REFERRED:	8/31/2020
SUBJECT:	Councillor Jerry Flegel: Temporary Parking Lot Policy
MOTION:	<p>That the Administration:</p> <ol style="list-style-type: none"> 1. Conduct a review of surface parking lot restrictions as outlined in the Regina Downtown Neighbourhood Plan and in The Regina Zoning Bylaw, Bylaw No. 2019-19 and prepare a report on a temporary parking lot policy, that includes the following and any associated implications: <ul style="list-style-type: none"> · Temporary suspension of parking lot restrictions be limited to 3-5 years, upon which there would be an assessment; · Consult with the RDBID, Commercial Property Investors/agents, Developers and Property Owners to determine what standards and safety measures should be put in place for a temporary parking lot policy, such as light, maintenance, fencing, landscaping, drainage, surface coverage, etc; · A decommission process for the removal of a temporary parking lot; · A provision for an annual per stall contribution to the Downtown Deferred Revenue Account (DDRA); and 2. That an analysis of parking needs and potential projects that could benefit from the Downtown Deferred Revenue Account (DDRA) be included in the report.
DIVISION/DEPARTMENT:	Planning & Development Services
COMMENT:	Return Date: March 2022 This is related to item CR21-3 which was tabled at the February 10, 2021 City Council meeting, pending the Regina Downtown Business Improvement District's visioning exercise that will provide inputs specific to parking and beautification initiatives and initial findings of Administration's draft Transit Master Plan no later than Q3 2021.

REPORT #:	CR20-78
DATE TABLED/REFERRED:	9/2/2020
SUBJECT:	Body Rub Establishment Licensing Program
MOTION:	That Administration report to City Council one year from the implementation of the licensing of body rub establishments.
DIVISION/DEPARTMENT:	Office of the City Solicitor
COMMENT:	Return Date: Q3 2022

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	MN20-23
DATE TABLED/REFERRED:	10/28/2020
SUBJECT:	Councillor Jason Mancinelli: 9th Avenue North – Safety Adjustment
MOTION:	6. That Administration return to City Council in one year with the implications of preventing heavy truck traffic on 9th Avenue and the resulting impact on other areas of Regina.
DIVISION/DEPARTMENT:	Roadways & Transportation
COMMENT:	Return Date: March 2022

REPORT #:	CR21-4
DATE TABLED/REFERRED:	1/27/2021
SUBJECT:	Zoning Bylaw Amendments, Housekeeping and Administrative
MOTION:	That Administration provide a report to Council in Q1 of 2022 on implications of removing minimum parking requirements on new and current developments for consideration in future amendments to The Regina Zoning Bylaw.
DIVISION/DEPARTMENT:	Planning & Development Services
COMMENT:	Return Date: Will be brought forward to the April 20, 2022 City Council meeting.

REPORT #:	CR21-3
DATE TABLED/REFERRED:	2/10/2021
SUBJECT:	Temporary Downtown Surface Parking Lots
MOTION:	Council tabled this item pending Downtown BID visioning exercise. that will provide inputs specific to parking and beautification initiatives and initial findings of Administration's draft Transit Master Plan no later than Q3 of 2021.
DIVISION/DEPARTMENT:	Planning & Development Services
COMMENT:	Return Date: Q2 2022, pending information to be received from RDBID.

REPORT #:	CR21-26
DATE TABLED/REFERRED:	2/24/2021
SUBJECT:	TNC Review
MOTION:	that the Administration conduct a review on the TNC regulations in relation to safety, cameras, Accessibility Fee and criminal record checks and report back by Q1 of 2023.
DIVISION/DEPARTMENT:	Office of the City Solicitor
COMMENT:	Return Date: Q1 2023

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	CR21-27
DATE TABLED/REFERRED:	2/24/2021
SUBJECT:	Drainage and Lot Grading Regulations MN19-10
MOTION:	Direct Administration to prepare a report to the Operations and Community Services Committee by Q1 of 2024 that includes an analysis of uptake and costs.
DIVISION/DEPARTMENT:	water, Waste & Environment
COMMENT:	Return Date: Q1 2024

REPORT #:	CR21-46
DATE TABLED/REFERRED:	3/31/2021
SUBJECT:	Legacy Review - Sir John A. Macdonald Statue
MOTION:	Direct Administration to report back to City Council in Q1 of 2022 with the results of an engagement process to determine the final location of the statue.
DIVISION/DEPARTMENT:	Parks, Recreation & Cultural Services
COMMENT:	Return Date: May 2022

REPORT #:	CR21-72
DATE TABLED/REFERRED:	4/29/2021
SUBJECT:	Age Friendly Cities
MOTION:	Direct Administration to prepare a report to the Community Wellness Committee in Q2 2022 that outlines the scope and needed resources to develop an Accessibility Plan for an Age Friendly Regina after a review of forthcoming provincial accessibility legislation.
DIVISION/DEPARTMENT:	Parks, Recreation & Cultural Services
COMMENT:	Return Date: June 2022

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	MN21-3
DATE TABLED/REFERRED:	4/29/2021
SUBJECT:	Councillors Andrew Stevens and Dan LeBlanc: Clean Communities
MOTION:	Administration prepare a report for the Operations and Community Services Committee for Q4 of 2021 that provides recommendations on the following: 1. Identifies a strategy of increasing fines and prosecution efforts for illegal dumping and/or repeat violations of city bylaws, and the introduction of proactive bylaw enforcement specific to litter, garbage, refuse and other waste material on private and public property; 2. Considers the cost and feasibility of introducing summary offense ticketing powers for bylaw enforcement officers; 9 Thursday, April 29, 2021 3. Considers the feasibility of reducing the timeline provided to property owners to remove garbage and debris from their properties, in accordance with The Regina Community Standards Bylaw; 4. Considers the costs and implications of the following, based on bylaw enforcement and waste collection data: a. Empowering waste-pickup crews with bylaw enforcement authority; b. More frequent residential recycling and garbage pickup in areas with higher-than-average incidents of street and alley waste; c. Community (dumpsters, etc.) garbage, composting, and recycling bins in areas with higher-than-average incidents of street and alley waste;
DIVISION/DEPARTMENT:	Water, Waste & Environment
COMMENT:	Return Date: Will be brought forward to the April 14 City Council meeting.

REPORT #:	EX21-37
DATE TABLED/REFERRED:	5/5/2021
SUBJECT:	Collaborations and Partnerships: The Role of the Board of Police Commissioners
MOTION:	Direct Administration to return to Executive Committee with a report outlining the options and implications of addressing the suggested enhanced measures prior to finalization of the proposed 2022 budget.
DIVISION/DEPARTMENT:	Office of the City Solicitor
COMMENT:	Return Date: April 27, 2022

REPORT #:	CR21-86
DATE TABLED/REFERRED:	5/12/2021
SUBJECT:	Intensification Incentive Discussion Paper
MOTION:	Instruct Administration to bring a report to City Council by the end of Q4, 2021 that provides the results of stakeholder consultation, further financial analysis and a recommended incentive policy for adoption.
DIVISION/DEPARTMENT:	Office of the Executive Director
COMMENT:	Return Date: Q2 2022

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	CR21-91
DATE TABLED/REFERRED:	5/26/2021
SUBJECT:	Stunting, Racing & Excessive Vehicle Noise within City Limits
MOTION:	Direct Administration to review noise violations for Motor Vehicles and report back to the Operations and Community Services Committee by Q3 of 2022 on the number of violations, repeat offences, and if an escalating fine amount may be warranted.
DIVISION/DEPARTMENT:	Roadways & Transportation
COMMENT:	Return Date: September 2022

REPORT #:	CR21-103 (1)
DATE TABLED/REFERRED:	6/23/2021
SUBJECT:	Downtown Accessible Washroom Update
MOTION:	. Direct Administration to include the capital funding for the planning and design of a permanent, stand-alone, accessible washroom in the downtown as part of the proposed 2022 capital budget.
DIVISION/DEPARTMENT:	Parks, Recreation & Cultural Services
COMMENT:	Return Date: December 2022

REPORT #:	CR21-103 (2)
DATE TABLED/REFERRED:	6/23/2021
SUBJECT:	Downtown Accessible Washroom Update
MOTION:	Direct Administration to include the capital and operating funding for the construction of a downtown washroom facility as part of the proposed 2023 capital budget.
DIVISION/DEPARTMENT:	Parks, Recreation & Cultural Services
COMMENT:	Return Date: December 2023

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	CR21-112
DATE TABLED/REFERRED:	7/14/2021
SUBJECT:	Multi-Year Budgeting
MOTION:	Direct Administration to consult with the City's service partners whose budget requests are included in the City's budget over the next year to determine their scope of inclusion in the multi-year budget. 3. Direct Administration to report back to City Council in 2024, prior to the development of the next two-year budget (2025-26), with a summary of the benefits, implications from the implementation of the first multi-year budget process, and potential improvements on the process.
DIVISION/DEPARTMENT:	Financial Services
COMMENT:	Return Date: June 2024

REPORT #:	MN21-7
DATE TABLED/REFERRED:	8/11/2021
SUBJECT:	Community Water Fluoridation – City of Regina
MOTION:	Direct the Administration to adopt a program of community water fluoridation similar to the one currently followed by the City of Moose Jaw and in accordance with the norms established by Health Canada;
DIVISION/DEPARTMENT:	Water, Waste & Environment
COMMENT:	Return Date: TBD

REPORT #:	MN21-8
DATE TABLED/REFERRED:	8/11/2021
SUBJECT:	Density Target for Market Choice of Housing
MOTION:	direct Administration to prepare a report for Regina Planning Commission by the end of Q1 2022 that includes: 1. An analysis of the implications, benefits and options for adjusting density targets to allow for market choice of housing such as larger single-family homes or bungalow condo type; and 2. Engagement with the development industry, community associations and similar-sized Canadian cities for density targets to ensure, multiple housing options and balancing market choice.
DIVISION/DEPARTMENT:	Planning & Development Services
COMMENT:	Return Date: Q2 2022

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	MN21-6
DATE TABLED/REFERRED:	8/11/2021
SUBJECT:	Local Procurement and Economic Recovery
MOTION:	Administration prepare a report for Executive Committee for the end of Q2 of 2022 that: 1. Draws from the Province's "Procurement Renewal" policy review process; 2. Provides the implications of and recommendations for increasing the number of Regina headquartered companies that benefit from City procured construction, maintenance, goods and service contracts; 3. Outlines the implications from enacting a Fair Wage policy on all construction, maintenance and service contracts; 4. Provides recommendations for the drafting of a social procurement policy that establishes a privileging point system for construction, maintenance and service projects over \$200,000 in value: a. Organizations that employ Regina-based workers b. Certificate of Recognition program (COR) safety certification c. Past experience/expertise in specific projects; 5. Outlines the implications from enacting consequences of not meeting declared local labour and the fair wage policy such as financial penalties, vendor performance score and no community benefits points on future competitions; 6. Outlines the implications from enacting an inclusion approach of women, indigenous and underrepresented groups; 7. Outlines the implications from enacting a mandatory requirement for all contractors to provide all employee's Journey person and indentured apprentice certificate of qualifications within 24 hours of closing and adhere to all Saskatchewan Apprenticeship and Trade Certification requirements during construction; 8. Outlines the implications from enacting a mandatory requirement: At the request of the city of Regina procurement department a contractor Owner, President, CEO, General Manager or Branch Manager of a procured construction, maintenance or service contractor must be at city hall in person within 90 minutes of request to discuss contract details; 9. Aligns our procurement scoring process with the City's Renewable Regina objectives; and 10. Consult with a range of social and economic partners, including but not limited to the Saskatchewan Building Trades, Reconciliation Regina, and other industry and labour associations when preparing this report.
DIVISION/DEPARTMENT:	Financial Services
COMMENT:	Return Date: Q2 2022

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	CR21-134
DATE TABLED/REFERRED:	9/29/2021
SUBJECT:	Roadway Noise Attenuation Policy Update
MOTION:	<p>1. Direct Administration to bring forward the budget implications of a noise wall pilot through the 2022 budget deliberations.</p> <p>2. Direct Administration to report back to Operations and Community Services Committee with the findings of the pilot, an updated Roadway Noise Attenuation Policy and recommended implementation strategy by Q3 of 2024, provided that the pilot receives funding through the 2022 budget deliberations.</p> <p>3. Direct Administration that any update to the Roadway Noise Attenuation Policy be based on the following principles: a. The current noise limit of 65 dB(A) Ldn be maintained for both existing and new areas as stated in the current Roadway Noise Attenuation Policy. b. The permitted noise attenuation methods be expanded. c. That noise calculation methodology be updated to modern standards. 5 Wednesday, September 29, 2021 d. That locations where noise mitigation is impractical continue to be exempted from the Roadway Noise Attenuation Policy.</p> <p>4. Direct Administration to consult with the land development industry regarding the proposed approach to noise attenuation in new development areas as described within this report and report back to Operations and Community Services Committee by Q3 2024.</p>
DIVISION/DEPARTMENT:	Roadways & Transportation
COMMENT:	Return Date: September 2022, Item #1 to be removed - considered by item CM21-23 on December 15, 2021

REPORT #:	CR21-131
DATE TABLED/REFERRED:	9/29/2021
SUBJECT:	Disclosure of Toxic Spills and Leaks
MOTION:	<p>2. Instruct Administration to prepare an annual report for public release, beginning in Q2 of 2022, that will include the following information: a) any releases into the City of Regina wastewater or storm water systems b) a summary of all spills reported to federal and provincial regulators by the City of Regina c) a summary of spill volume, response activity and associated cleanup costs; and d) a summary of actions taken against persons or businesses responsible for spills. 3. Instruct Administration to post the following information to the City of Regina's Open Data website annually, beginning in Q2 of 2022: a) wastewater effluent quality results (as per the Wastewater Treatment Plant's Permit to Operate) including records dating back to 2017, b) results of Wascana Creek water sampling events beginning in Q2 of 2022; and c) all wastewater agreements from 2021 onward, in accordance with requirements in The Local Authority Freedom of Information and Protection of Privacy Act, The Cities Act, 2015, and other applicable legislation.</p>
DIVISION/DEPARTMENT:	Water, Waste & Environment
COMMENT:	Return Date: April 2022

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	CR21-131(2)
DATE TABLED/REFERRED:	9/29/2021
SUBJECT:	Disclosure of Toxic Spills and Leaks
MOTION:	That Administration be directed to prepare a report for City Council by Q2 of 2022 on the development of a Water Quality Advisory committee to build relations, improve communication and provide recommendations on water quality; and 2. Develop a proposed list of partners including but not limited to the Citizens of Regina, Business, Industry, University of Regina, First Nations, Calling Lakes Ecomuseum and other impacted downstream users.
DIVISION/DEPARTMENT:	Water, Waste & Environment
COMMENT:	Return Date: June 2022

REPORT #:	CR21-80
DATE TABLED/REFERRED:	4/29/2020
SUBJECT:	Single-Use Plastics
MOTION:	2. If the federal government doesn't rollout their ban on single-use plastics by the end of 2021, that City Council revisit this report and the options it contains in Q1 of 2022.
DIVISION/DEPARTMENT:	Water, Waste & Environment
COMMENT:	Return Date: March 2022

REPORT #:	CR21-142
DATE TABLED/REFERRED:	10/13/2021
SUBJECT:	Utility Affordability Report
MOTION:	Approve Option 2: Provide direction to Administration to develop a water rebate program and a high-efficiency retrofit program for lowincome seniors for Council's consideration by Q2 of 2022
DIVISION/DEPARTMENT:	Financial Services
COMMENT:	Return Date: Q2 2022

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	MN21-10
DATE TABLED/REFERRED:	10/13/2021
SUBJECT:	Indigenous Procurement
MOTION:	<p>That Administration be directed to prepare a report for Executive Committee for Q2 of 2022 that provides recommendations:</p> <ol style="list-style-type: none"> 1. For establishing an Indigenous Procurement Policy that is open to all Indigenous businesses, including sole operative, partnership, and not-forprofit organizations. To be considered an Indigenous business, the following must be met: <ol style="list-style-type: none"> i. At least 51% of the business must be owned and controlled by Indigenous people; and ii. If the business has more than six full-time staff, at least one third of the employees must be Indigenous; 2. For establishing a target for percentage of total awarded contracts annually to Indigenous owned and controlled businesses that the City of Regina can hold itself accountable to. 3. That considers a mandatory requirement that: At the request of the City of Regina procurement department, a contractor, owner, president, CEO, general manager or branch manager of a procured construction, maintenance or service contractor must be at City Hall in person within 90 minutes of request to discuss contract details; 4. That involves consultation with a range of various stakeholder groups including but not limited to Indigenous: owned businesses, employing businesses, leadership, Economic Development Corporations; and Community based organizations; and incorporates recommendations from same. 5. To develop a process for circulating Requests for Proposals (RFPs) to Indigenous businesses in the province.
DIVISION/DEPARTMENT:	Financial Services
COMMENT:	Return Date: Q2 2022

REPORT #:	CR21-150
DATE TABLED/REFERRED:	11/24/2021
SUBJECT:	Fire Master Plan
MOTION:	<p>That Administration report back to the Operations and Community Services Committee by Q2 of 2022 to investigate the legal and regulatory implications of proceeding of reviewing the following: the cost and implications of implementing a regulation to mandate sprinklers in all new residential builds, including apartments, condominiums and houses; or a mandatory option offered to add sprinklers to all new residential builds.</p>
DIVISION/DEPARTMENT:	Fire & Protective Services
COMMENT:	Return Date: Q2 2022

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	CR21-159
DATE TABLED/REFERRED:	11/24/2021
SUBJECT:	2022 City Council and Committee Meeting Calendar
MOTION:	Direct the City Clerk to investigate the implications, costs and timing of implementing full-time Councillor positions and consult with comparative municipalities by Q3 2022.
DIVISION/DEPARTMENT:	Office of the City Clerk
COMMENT:	Return Date: Q3 2022

REPORT #:	CR21-161
DATE TABLED/REFERRED:	11/24/2021
SUBJECT:	Intensification Levy Referral Report
MOTION:	Direct Administration to report back to City Council by Q4 of 2023 with a review of the implementation of the recommended funding option with any recommended changes based on analysis and stakeholder consultation.
DIVISION/DEPARTMENT:	Planning & Development Services
COMMENT:	Return Date: Q4 2023

REPORT #:	CR21-162
DATE TABLED/REFERRED:	11/24/2021
SUBJECT:	State of Urban Forest
MOTION:	Direct Administration to consult with Regina Homebuilders Association and other appropriate stakeholders on options to increase trees and/or shrubbery for residential homes and parks, and return with a report to the Operations and Community Services Committee in Q4 of 2022.
DIVISION/DEPARTMENT:	Parks, Recreation & Cultural Services
COMMENT:	Return Date: Q4 of 2022

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	CR21-169(1)
DATE TABLED/REFERRED:	12/8/2021
SUBJECT:	Community Safety and Wellbeing Plan
MOTION:	2. Direct Administration to develop the terms of reference for the Mayor's Leadership Committee on Community Safety and Well-Being, for consideration by Council in Q1 2022.
DIVISION/DEPARTMENT:	Parks, Recreation & Cultural Services
COMMENT:	Return Date: July 2022. Paused until the governance report is complete.

REPORT #:	CR21-169(2)
DATE TABLED/REFERRED:	12/9/2021
SUBJECT:	Community Safety and Wellbeing Plan
MOTION:	4. Direct Administration to bring back a Social Well-Being Policy with a community impact methodology for Council reports in Q2 2022.
DIVISION/DEPARTMENT:	Parks, Recreation & Cultural Services
COMMENT:	Return Date: Q2 2022

REPORT #:	CR22-2
DATE TABLED/REFERRED:	1/19/2022
SUBJECT:	Process for Appointment of Auditors
MOTION:	Direct Administration, upon completion of the procurement process, to return to Council for approval to award a contract appointing the City's External Auditor for the fiscal years ending 2022-2026.
DIVISION/DEPARTMENT:	Financial Services
COMMENT:	Return Date: 2022

REPORT #:	CR22-3
DATE TABLED/REFERRED:	1/19/2022
SUBJECT:	Renaming of the Former Regent Par 3 Golf Course
MOTION:	Direct Administration to establish a name with an indigenous connection for the new park that combines both the former Regent Par 3 Golf Course and Regent Pool Park.
DIVISION/DEPARTMENT:	Parks, Recreation & Cultural Services
COMMENT:	Return Date: TBD

Schedule B
List of Outstanding Items
April 7, 2022

REPORT #:	MN21-17
DATE TABLED/REFERRED:	1/19/2022
SUBJECT:	School Zone/Playground Zone Regulations
MOTION:	1. That the school zone/playground zone time be changed to be regulated between 8:0 a.m. and 8:00 p.m. and displayed in a 12-hour clock format; and 2. Administration report back to the Executive Committee in Q3 of 2022 with cost and implementation implications for the required signage options.
DIVISION/DEPARTMENT:	Roadways & Transportation
COMMENT:	Return Date: Q3 2022

REPORT #:	CR22-7
DATE TABLED/REFERRED:	2/16/2022
SUBJECT:	Concept Plan Amendment & Zoning Bylaw Amendment - 1462 N Courtney Street- PL202100113
MOTION:	that this report be tabled to a future meeting of City Council and that a supplemental report be prepared that includes the results of further consultation with area residents, school boards, and other stakeholders respecting the proposed amendments to this concept plan.
DIVISION/DEPARTMENT:	Planning & Development Services
COMMENT:	Return Date: TBD



Buffalo Pound Water Treatment Plant Corporation - 2021 Annual Report

Date	May 11, 2022
To	Executive Committee
From	Financial Strategy & Sustainability
Service Area	Financial Services
Item No.	EX22-58

RECOMMENDATION

The Executive Committee recommends that City Council receive and file this report.

ISSUE

Established as a non-profit corporation in 2016, Buffalo Pound Water Treatment Corporation (BPWTC) is responsible for the operation and maintenance of the Buffalo Pound Water Treatment Plant and provides the cities of Regina and Moose Jaw with a reliable and affordable supply of safe, high quality drinking water which meets the needs and expectations of consumers, as well as the water quality standards regulated by the Province of Saskatchewan. Under the terms of the *Unanimous Membership Agreement (UMA)*, BPWTC is owned jointly by the City of Regina (74 per cent) and the City of Moose Jaw (26 per cent).

Pursuant to the UMA, the BPWTC Directors have the authority to make strategic business decisions, including approval of the operating and capital budgets. Under the UMA agreement, BPWTC is also required to present an annual report and both operating and capital budget to the City Council. This report is presented to City Council as information.

IMPACTS

As Buffalo Pound Water Treatment Corporation is a municipal corporation of the City of Regina, the audited financial statements are consolidated into the City's 2021 Annual Report and Consolidated Financial Statements at the City's ownership share of 74 per cent.

OTHER OPTIONS

None related to this report.

COMMUNICATIONS

The approved 2021 Annual Report will be published on the Buffalo Pound Water Treatment Corporation website.

DISCUSSION

Section 7.2 of the *Unanimous Members Agreement (UMA)* sets out the following annual report and annual membership meeting requirements presented in this report.

1. BPWTC is required to submit to Council as an information item an annual report which includes the following information:
 - a. The Corporation's annual report, including the audited financial statements for the period ending December 31 and the Corporation's financial and operational performance against stated goals and objectives for the previous year, including a key performance indicators report; and an updated risk review.
 - b. Any revisions to long-term strategic plans or capital asset plans.
 - c. An operating and capital budget for the next fiscal year and an operating and capital budget projection for subsequent fiscal years contemplated in the current strategic or capital assets plans.
 - d. Pro forma audited financial statements prepared in accordance with generally accepted accounting principles.
 - e. Accomplishments during the fiscal year along with explanations, notes and information as is required to explain and account for any variances between the actual results and the strategic and capital asset plans.
 - f. Project major capital expenditures in excess of \$1 million.
 - g. Matters that require the approval of the Cities.
 - h. The projected five-year water demand as provided by each of the Cities.

The 2021 Annual Report and the 2022 Operating and Capital Budget are included as appendices to this report. BPWTC conducted its annual general meeting on April 26, 2022. This provides the requirement needed for compliance with the elements under the *Unanimous Member Agreement*.

2021 Annual Report

Highlights from BPWTC's 2021 Annual Report, attached as Appendix A, include:

- The December 31, 2021 audited financial statements reflect a \$10.11 million excess of revenue over expenses of which \$9.96 million pertains to the Corporation's net investment in Plant

Renewal Project, Lake Pump Station Pump and electrical upgrades and other capital investments. The remaining plant operations surplus of \$0.15 million will be used to offset the Corporation's budget deficit in 2022.

- The Plant Renewal Project progressed in 2021 with the Graham-Aecon Joint Venture Group. The Initial Design Development was completed followed by a Value Engineering process to maintain the critical components and reduce costs where possible. The Joint Venture team further progressed the design to the 60-70 per cent completion to reach a preliminary GMP (Guaranteed Maximum Price) submission in November 2021. Following this submission, additional work was completed to further reduce costs and the final GMP with an optional Lump Sum Alternative Construction Services Proposal submitted at the end of March 2022. The Corporation can accept either proposal and commence construction if the financing commitments are in place, or the Corporation can reject the proposals and complete the project as a Design Bid Build. If either of the proposals are accepted, the construction activities are scheduled to commence in summer 2022. This project has successfully received substantial grant funding through the Federal and Provincial Government under ICIP (Investing in Canada Infrastructure Program) totaling \$163.4 million. This funding required the Corporation to cover at least \$60 million in additional funds, which was completed through a loan supported by both Regina and Moose Jaw. The GMP and optional Lump Sum proposals both exceed the available funding and will require both City Councils to commit to allowing the Corporation to obtain the necessary financing to proceed. A separate report will be prepared to address this issue due to the commercially confidentiality of the information.
- Major capital asset renewal continued in 2021. The Lake Pump Station Pump Upgrades and Pump Upgrades will be completed in early 2022. The control system project progressed, and the UV corrective action project commenced.

2022 Budget

- The 2022 Budget adopted by the BPWTC Board of Directors includes the following approved rates:
 - Water Rate \$360.00/ML (megalitre) – No increase from 2021.
 - Capital Water Rate \$250.00/ML – No increase from 2021.
- Electrical Rate \$0.12931/kWh (kilowatt-hour) – 9.6 per cent increase from 2021.
- The BPWTC total Water and Capital Rates represent 28 per cent of Regina's water consumption rate that consumers pay, the balance of 72 per cent is what it costs the City to operate the water utility. This excludes the base daily rate the City charges for water meters.
- The 2022 Operating Budget projects a \$194,500 deficit. Projected expenditures of \$13.4 million will be offset mainly by revenues from water and power charges.
- The Capital Budget continues investment in major infrastructure needs. Surpluses at year-end will be transferred to Operating and Capital Reserves. The Budget is provided in Appendix B.

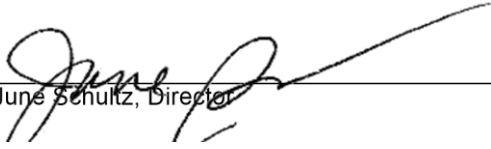
DECISION HISTORY

Section 7.2 of the UMA outlines the annual reporting requirements for Buffalo Pound to City Council. These requirements include but are not limited to, annual financial statements and subsequent year

operating and capital budgets. Buffalo Pound annual submittals were last presented at the July 14, 2021, meeting of City Council.

Respectfully submitted,

Respectfully submitted,



June Schultz, Director

4/14/2022



Barry Lacey, Exec. Director, Financial Strategy & Sustainability

4/27/2022

Prepared by: Abi Yusuf, Coordinator Financial & Business Support

ATTACHMENTS

Appendix A

Appendix B

An aerial photograph of the Buffalo Pound Water Treatment Plant. The plant consists of several large, rectangular concrete basins filled with blue water, arranged in a row. To the right of the basins is a large, multi-story industrial building with a light-colored facade and a flat roof. The facility is surrounded by lush green fields and some trees. A large, semi-transparent circular graphic is overlaid on the image, centered over the plant and basins.

Buffalo Pound Water

2021 Annual Report



BUFFALO POUND WATER OUT OF SCOPE STAFF

The Buffalo Pound Water Treatment Plant is located approximately 30 kilometres northeast of the City of Moose Jaw, Saskatchewan, on Highway No. 301, 17 kilometres north of the intersection with Highway No. 1.

The Plant's mailing address is PO Box 944, Moose Jaw, Saskatchewan, S6H 2V2.

The telephone number is 306-694-1377.

Information about the Buffalo Pound Water Treatment Plant is also available from the Corporation's website. This may be accessed by going to:

<http://www.buffalopoundwtp.ca>

Plant management staff may be reached by e-mail at the following addresses:

Ryan Johnson
President & CEO
ryanj@buffalopoundwtp.ca

Keith Guillaume
Operations and Safety Manager
keithg@buffalopoundwtp.ca

Harry Gahra
Maintenance and Engineering Manager
harryg@buffalopoundwtp.ca

Blair Kardash
Laboratory and Research Manager
blairk@buffalopoundwtp.ca

Laurie Wilkinson
Office and Board Support Manager
lauriew@buffalopoundwtp.ca

2021
ANNUAL REPORT



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INTRODUCTION

ABOUT THIS REPORT

This report summarizes the activities and major events of the Buffalo Pound Water Treatment Corporation (the "Corporation") for the operations of the Buffalo

Pound Water Treatment Plant (the "Plant") during 2021. The report outlines the Mission and Goals, achievements and areas of concern. It is intended as an information source for City administration personnel,

elected officials and the general public. This report also contains the Drinking Water Quality and Compliance Report required by provincial regulations and the Audited Financial Statements.

ABOUT US

The Buffalo Pound Water Treatment Corporation is a non-profit corporation, governed by an independent Board of Directors. The Corporation was formed in January 2016 through the Unanimous Membership Agreement by the Cities of Regina and Moose Jaw, which have jointly owned the Plant since 1951.

The Corporation's mission is to provide a reliable and affordable supply of safe, high-quality drinking water which meets the needs and expectations of consumers. The Buffalo Pound Water Treatment Plant provides water to approximately 260,000 customers in the Cities of Regina, Moose Jaw and surrounding regions. Additional water customers include SaskWater and the Buffalo Pound Provincial Park.

Construction of the Plant began in 1951 following extensive work with the federal and provincial governments, and the Cities of Regina and Moose Jaw. It began producing water in 1955. The

plant draws water from Buffalo Pound Lake, a shallow reservoir constructed on the Qu'Appelle River. Water levels in Buffalo Pound Lake are maintained by the release of water from the Qu'Appelle Dam on Lake Diefenbaker.

The Plant has been a leader in the delivery of safe, high-quality drinking water over the past 30 years. It has received numerous Water Quality Awards and has made significant progress in improving the quality of water provided to its customers. In fact, it was one of the first plants to pioneer the use of the Granular Activated Carbon filtration process for the removal of algae-produced taste and odour in the 1980's. The Corporation's quality water successes are due in large part to the water treatment expertise of its employees.

While a past leader in the delivery of high quality water, the Buffalo Pound Water Treatment Corporation has exceeded the projected life of water treatment plants, and is now in need of

upgrading and renewal to ensure the continued delivery of sufficient high quality water to its customers.

The Corporation began planning a Plant Renewal Project which will augment or replace the existing water treatment processes and the physical plant in 2017 with the development and approval of a business case. The Project will: help to address the increasing challenges faced in treating the lake water; ensure the Plant can meet current and future regulatory requirements; ensure the long-term viability of the Buffalo Pound Water Treatment Plant; and, ensure a reliable supply of potable water long into the future.

By addressing aging infrastructure issues the Renewal project will fulfill the Corporation's mandate for generations to come.

The Plant is located approximately thirty kilometres northeast of the City of Moose Jaw, Saskatchewan, on Highway No. 301, seventeen kilometres north of the intersection with Highway No. 1.



MANDATE, MISSION, GOALS AND VALUES



MANDATE

The Corporation will reliably and efficiently provide safe, high quality and affordable drinking water to the Cities.

MISSION

To provide for the Cities of Regina and Moose Jaw, a reliable and affordable supply of safe, high-quality drinking water which meet the needs and expectations of consumers.

GOALS

- ◆ Treated water that meets the quality expectations of the citizens of Moose Jaw and Regina, as well as meeting, or exceeding, all government regulated parameters.
- ◆ Operational practices and controls that ensure a continuous and safely-treated supply of water within an environmentally-responsible and cost-efficient operation.
- ◆ Judicious monitoring of the treated water from the Plant to the end of the Cities' distribution systems. Appropriate monitoring of the water in Buffalo Pound Lake, the Upper Qu'Appelle River and Lake Diefenbaker to identify long-term trends and areas of concern to protect the water supply.
- ◆ Water quality research to identify possible chemical and microbiological contaminants and to test and implement the best available treatment technologies, thus ensuring that the Water Treatment Plant can meet current and future expectations for regulated parameters.

VALUES

Safety | Team Culture | Process Driven | Innovation
Continuous Improvement | Operational Excellence

VISION

Buffalo Pound Water (BPW) is an expertly operated, independent, and trusted entity, that will be positioned to provide sustainable and reliable water as a critical service for generations to come.

BUFFALO POUND WATER BOARD OF DIRECTORS

The Buffalo Pound Water Board of Directors (the “Board”) was created in 2016 by the Unanimous Membership Agreement (UMA), which replaced the previous Buffalo Pound Water Administration Board from 1951. The UMA is an Agreement between the Cities of Regina and Moose Jaw (the “Owners”) and the Corporation.

The Board is responsible to oversee the management of the Buffalo Pound Water Treatment Corporation and to take reasonable steps to ensure the Plant achieves the objectives identified in the Cities of Moose Jaw and Regina Unanimous Membership Agreement.

The Board delegates responsibility of day to day operations of the

Plant to the President & CEO of the Buffalo Pound Water Treatment Corporation.

Major areas of Board responsibility include: strategy and budgets; human resources (including the mandate for collective bargaining); risk management; financial information; system and internal controls; material commitments; monitoring and reporting; code of conduct and conflict of interest; communications; the corporation’s material corporate policies; and board effectiveness.

The Board is accountable to the Cities of Regina and Moose Jaw and reports to the Cities on a semi-annual basis. The Board of Directors is currently made up of 7 members.

The Board typically meets 6 times per year or at the call of the Chair. During 2021, a total of 11 meetings were held by the Board. This included 6 regular Board Meetings; 2 Special Board Meetings; Board Retreat and the Annual General Meeting and Mid Year Meetings with the Cities of Regina and Moose Jaw. The Board members are provided with meeting material in advance. As a standing agenda item, the Board has the option to hold in-camera sessions without management present where all Board members can participate. Board members receive remuneration that is in line with the Provincial Crown Investments Corporation Tier 2 salary schedule.

BOARD TENURE

Board Member	Position	Term on Board
Dale Schoffer	Board Chair	July, 2016 – April 2022
Judy May	Board Member	July, 2016 – April, 2022
Dave Richards	Board Member	July, 2016 – April, 2024
Ben Boots	Board Member	April, 2017 – April, 2023
Daryl Posehn	Board Member	April, 2017 – April, 2023
Grant Ring	Board Member	April, 2018 – April, 2024
Patricia Warsaba	Board Member	April, 2020 – April, 2023

BOARD COMMITTEES

The Board of Directors has 4 Standing Committees; namely:

- Finance & Audit Committee, which is comprised of 3 Board members. This Committee regularly meets 1 week prior to the regular Board or at the call of the Committee Chair, as required.
- Capital Projects Committee, which is comprised of 3 Board members. This Committee regularly meets 4 times per year or at the call of the Committee Chair, as required.
- Human Resource Committee, which is comprised of 3 Board members. This Committee meets at the call of the Committee Chair, as required.
- Nominating Committee, which is comprised of 2 Board members. This Committee meets at the call of the Committee Chair, as required.



Dale Schoffer
Board Chair



Judy May
Board Member



Dave Richards
Board Member



Ben Boots
Board Member



Daryl Posehn
Board Member



Grant Ring
Board Member



Patricia Warsaba, Q.C.
Board Member

DALE SCHOFFER FCPA, FCA, C.DIR

BOARD CHAIR'S LETTER

On behalf of the Board, I am pleased to present the Buffalo Pound Water Treatment Corporation's (Corporation) 2021 Annual Report.

The COVID-19 pandemic continued throughout the year thus providing ongoing challenges for the Corporation. As in 2020, the staff and Management Team were diligent in promptly implementing evolving procedures and process changes required to meet or exceed all public health protocols in relation to COVID-19. I want to commend the Corporation's staff and Management Team for their ongoing commitment to providing a safe, clean, and reliable source of drinking water to more than 260,000 Saskatchewan consumers throughout the year and for their continued support to customers.

I am very pleased to report that despite the challenges posed by this extraordinary year, the Corporation was able to achieve a number of significant milestones in 2021.

The Board implemented an initiative on the board evaluation and reappointment process for current board members. The goal of the new approach was

to streamline the reappointment process by including an internal evaluation component which was not a part of the original recruitment process. The modified Board Evaluation Process was reviewed and accepted by the Cities in April, 2021.

The Board and Management Team identified the need for an Environmental Strategic Plan that: establishes the environmentally conscious Vision, Mission and Values of the Corporation; sets strategic goals and priorities and develops supporting performance targets and operational tactics. The Environmental Strategic Plan was approved by the Board in June, 2021.

Significant work continued to be undertaken on the Plant Renewal Project which will ensure that Buffalo Pound Water Treatment Plant is a going concern for generations to come. In 2021, design reviews involving both the Joint Venture and Corporation teams continued to move the design development along. The Joint Venture team, with further collaboration with BPWTP staff, reached a preliminary GMP (Guaranteed Maximum Price) submission in November 2021.

The submission is under review. The Board looks forward to the evolution of this Project in 2022.

As a Board, we continue to be guided by the Corporation's vision that we set, which is to be an expertly operated, independent, and trusted entity, that will be positioned to provide sustainable and reliable water as a critical service for generations to come. This vision is the basis for the Corporate strategic plan, which ensures the ongoing focus on capital investment, staffing, processes, financial stability, risk management and governance.

While 2021 remained challenging for the Corporation, it has also been a very successful one. The successes achieved by the Corporation this year are due entirely to the skilled, diligent, and dedicated staff of the organization, under the leadership of President & CEO Ryan Johnson and his Management Team. I want to say a special thank-you to each and every employee of the Corporation for their commitment to, and support of, the Corporation and the many consumers we serve.

Dale Schoffer, FCPA, FCA, C.Dir

RYAN JOHNSON CD, M.A.SC., P.ENG

PRESIDENT & CEO'S LETTER

On behalf of the Buffalo Pound Water Treatment Corporation's Management Team and staff, I am very pleased to present the 2021 Annual Report.

The COVID-19 pandemic continued to be the dominant news story in 2021. Staff persevered during the year to minimize the impact of COVID by having a 100% double vaccination rate with no staff contracting COVID during the year. Enhanced safety procedures and restrictions remained in place for third parties with the Corporation continuing to follow SHA orders. I want to thank the Buffalo Pound Water Management Team and Staff for their collective hard work and dedication to ensure that the Corporation met its regulatory requirements, mandate and objectives during these challenging conditions.

The Corporation as a critical and essential service, continued providing safe drinking water to over 260,000 people in Moose Jaw, Regina and the surrounding region, without incident. Throughout the year, the Plant met all regulatory requirements and criteria in the production of safe drinking water and the Corporation met its obligations under the Unanimous Membership Agreement and Mandate established by the Cities of Regina and Moose Jaw.

Issues experienced by the Plant were mainly due to loss of power, changes in raw water conditions and equipment failure. Regulatory concerns remain with the operations of the Plant's process waste ponds discharging higher levels of total suspended solids and chlorine residuals back into the environment than what is acceptable under the Permit to Operate. Short term adjustments

continue to be made to processes and procedures to improve that operation. However, the Plant Renewal Project will satisfactorily address these deficiencies in the long term.

Operations at the Plant resulted in a surplus of \$0.15 Million in 2021. Water sales generated \$13.29 Million in revenue and expenses were \$13.14 Million.

Revenues were \$0.29 Million over budget and expenses were \$0.14 over budget.

The Capital Budget started the year with \$37.26 Million in reserves. Over the course of 2021, the Capital Water Rate generated \$8.76 Million from water sales; grant funds received \$4.46 Million; proceeds from the \$60.00 Million loan and interest earned of \$0.28 Million for a total of \$73.51 Million. Capital Project expenditures totalled \$20.21 Million.

The majority of focus in 2021 was placed on the Plant Renewal Project. The Plant Renewal Project will ensure the long-term viability of the Buffalo Pound Water Treatment Plant by:

- ◆ Ensuring a safe and secure water supply for the citizens of Regina and Moose Jaw
- ◆ Addressing the lack of redundancy in treatment processes
- ◆ Updating dated water treatment technologies used to increase efficiencies and effectiveness in treatment processes
- ◆ Mitigating risks related to the failure of treatment processes due to aging infrastructure
- ◆ Meeting Environmental Regulatory requirements such as process waste discharges

- ◆ Meeting Occupational Health & Safety and Hazardous Substance Storage Regulations requirements related to chlorine gas and storage

- ◆ Increasing capacity to meet future demands to the year 2050 for residential, commercial and industrial economic growth in the region serviced by the Corporation

- ◆ Enhanced Environmental Sustainability by:

- Reducing the carbon footprint and building to LEED and Envision standards
- Using energy efficient construction and retrofits with modern equipment
- Using on site renewable solar energy with a target of 2 MW by 2027

The Project achieved several major milestones and will be ready for the final cost proposal in early 2022. If accepted, and financing is confirmed, construction can commence shortly thereafter.

Similar to 2021, the main focus for the Corporation, in 2022, will be the Plant Renewal Project as it continues to progress.

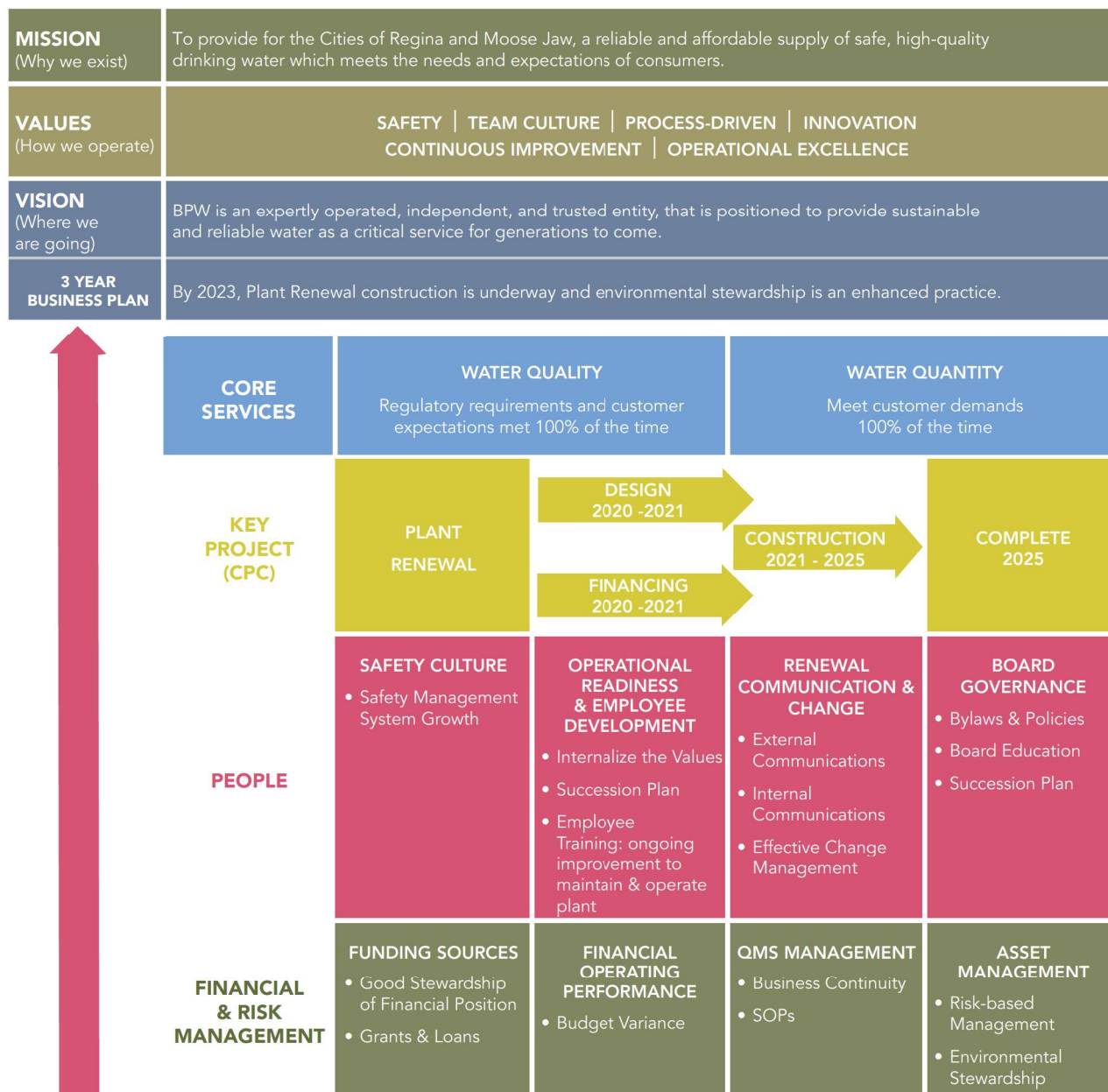
I would again like to express my gratitude to the Board of Directors for their continued insight and input they provide to ensure the Corporation is able to meet its mandate and mission as well as the staff for delivering on the Corporation's mandate.

I invite you to read this Annual Report to gain full appreciation of the accomplishments achieved by the Buffalo Pound Water Treatment Corporation in 2021.

Ryan Johnson, CD, M.A.Sc., P.Eng.

2021 - 2023 CORPORATE STRATEGIC PLAN

BUFFALO POUND WATER 2021 - 2023 STRATEGY MAP



The Corporation's Strategic Plan for 2021 -2023 is above. The Plant's KPIs use targets that are set by the Board through the Strategic Plan's Balanced Scorecard. These are reviewed by the Board and the targets adjusted accordingly at the Annual Board Retreat.

All of the targets in the Strategic Plan were met at year end with the exception of:

- (i) The Customer Service Agreements between the Corporation and Cities of Regina and Moose Jaw.
It is anticipated the Agreements will be completed in 2022.

There have been no revisions to the Strategic Plan since its implementation in January, 2021.

THE YEAR IN REVIEW



Conceptual drawing of the renewed Plant.

WATER SOURCE

Water for Regina and Moose Jaw is taken from Buffalo Pound Lake, a shallow reservoir in the Qu'Appelle Valley which is a part of the Upper Qu'Appelle River. The lake is 29 km long, 1 km wide but has an average depth of only 3 metres. The surface area of Buffalo Pound Lake is 2900 hectares inferring it has a capacity of 90 million cubic metres at the "full supply level" of 509.3 metres above sea level. Water levels in Buffalo Pound Lake are controlled by the Saskatchewan Water Security Agency and maintained by the release of water from the Qu'Appelle Dam on Lake Diefenbaker. The mean annual water release from Lake Diefenbaker ranged from 1.8 to 5.3 m³/sec in recent years. Rain, snow melt and flood waters from the Moose Jaw River have compromised water quality. The lake water is potentially affected by discharges from point sources (upstream cities) and non-point sources (agricultural and recreational).

Buffalo Pound Lake is generally free of industrial pollution but is naturally rich in nutrients (phosphate, nitrogen and dissolved organic carbon) which encourage the growth of phytoplankton (typically diatoms in the winter and green algae or cyanobacteria in the summer). Weed growth can also be extensive. Algae and weeds pose many treatment challenges such as high chemical demands and undesirable tastes or odours. The lake and watershed appear to also be impacted by ground waters and surface runoff infusing minerals.

PLANT TREATMENT

Raw water from Buffalo Pound Lake passes through a series of treatment stages designed to remove impurities such as algae, bacteria, clay particles and dissolved organic materials. The objective of this treatment is to produce water that is clear,

colorless, odor free, aesthetically pleasing and safe to drink.

The treatment process consists of seven stages: chlorination, cascade de-gasification, coagulation/flocculation, clarification, filtration, carbon adsorption and disinfection.

Lake water enters a pumping station located on the south east shore of Buffalo Pound Lake through two submerged intakes. Raw water is pumped to the Plant via two pipelines connecting the pumping station to the main treatment Plant. The pipelines are 1.05 and 1.35 metres in diameter, extend a distance of approximately 3,000 metres and rise 82 metres. After reaching the Plant, water is initially divided into two streams, each of which has cascade de-gasification, coagulation/flocculation and clarification. The streams are then recombined for the final stages of treatment, including filtration, carbon adsorption, disinfection through ultra violet radiation and chlorination.

Cascade operation is used to remove excessive dissolved gas levels in the raw lake water. Excessive dissolved gases are most commonly produced by photosynthetic cyanobacteria and algae. During cascade de-gasification, the water falls over a series of steps which releases excess dissolved gases and prevents the formation of gas bubbles in later treatment processes. Clarification and filtration processes could be impeded by gas bubbles that attach to particles of floc, causing them to float, rather than sink, and by causing air binding in the filters.

If conditions warrant, Powdered Activated Carbon (PAC) is added to reduce taste and odour. The use of PAC, while relatively infrequent, is occasionally necessary when granular activated carbon contactors are off-line or to temporarily reduce the odour

loading when the contactors are on-line.

Coagulation and flocculation are the next steps in treatment. Aluminum sulphate (alum), for the summer season, and polyaluminum chloride (PACl), for the winter season, is vigorously mixed with the water. In the process of coagulation, the alum and PACl neutralize surface charges colloidal and dissolved organic particulate matter contained in the water which results in the formation of fluffy precipitate (floc) that entraps suspended materials such as algae and clay particles. The water is then stirred slowly in flocculation tanks to allow floc particles to become larger and denser prior to their removal.

The floc-bearing water then enters clarifiers, where most (more than 95%) of the floc with its entrapped impurities settles out by gravity while clear water is constantly removed from the top. Settled floc is removed from the bottom of the clarifiers as sludge and is pumped to holding lagoons where it is further separated into clear water (returned to the lake) and solid sludge (removed for disposal).

Any floc that was not removed by clarification is removed in the filtration stage. Water is passed through mixed-media filters consisting of a top layer of coarse anthracite followed by successive layers of fine silica sand, and even finer garnet sand. The floc that is trapped by the filters eventually accumulates and is removed by backwashing with clean water. The filtration step completes the removal of particulate impurities.

The removal of dissolved organic impurities, which are responsible for taste and odour, is accomplished next in the carbon adsorption stage of treatment. Large rectangular tanks (contactors) contain Granular Activated Carbon (GAC) to a depth of 3 metres. Water is lifted by Archimedes

screw pumps from the bottom of the filters and taken to the top of the contactors where it is allowed to flow by gravity down through the GAC. GAC contains many microscopic pores which adsorb dissolved organic impurities. Water is in contact with the GAC for 10 to 20 minutes, depending on flow rates, and emerges freed of the dissolved organic materials which cause objectionable taste and odour caused by cyanobacteria and algae. GAC filtration is normally in operation from May through December.

The final water treatment process has the water going to two stages of disinfection. The first stage is ultraviolet disinfection which inactivates protozoa. In the second stage, chlorine is added to inactivate bacteria and viruses.

All stages of water treatment are now essentially complete. Prior to delivery by pipeline to the consumers, chlorine levels are adjusted, if necessary, to provide adequate disinfection and to counteract any possible contamination encountered during its travel to the cities' reservoir and distribution systems. Water delivered to the City of Moose Jaw is also fluoridated during pumping.

The carbon used in the contactors retains its effectiveness for taste and odour reduction up to seven (7) months, after which time it must be regenerated or replaced. It was found to be cost effective as well as environmentally responsible to regenerate the spent GAC rather than to discard it and purchase new. Regeneration is accomplished by heating the spent GAC to 850°C in an oxygen-free atmosphere contained in a fluidized bed gas-fired furnace. Spent GAC is transferred by pipeline as a slurry from the contactors to the furnace, regenerated to process specifications, and returned to the contactors for reuse. Carbon regeneration is usually performed

at the Plant from mid-November to mid-April.

RECOMMISSIONING OF RECYCLE

On September 15th, 2021, the recycle system originally installed in the 1980s was placed back into service. This was done to reduce process wastewater entering the environment from the Plant and reduce hydraulic loadings on the sludge lagoons. Backwash and filter to waste water from the mixed media filters and filter to waste water from GAC contactors make up the bulk of volume that enters the clean side section of the recycle system. This water is then pumped back into the raw water pipeline and is retreated. For the last quarter of 2021, process wastewater entering the environment has been reduced from 6.6% to 3.7% of total plant production volume.

An amended Permit to Operate was issued by WSA on September 7th, 2021 with defined requirements for recycle operation. The maximum volume of process wastewater that can be recycled cannot exceed 10% of total raw water flow. Quarterly testing for Giardia & Cryptosporidium and daily monitoring of turbidity must also be done.

ENVIRONMENTAL PROTECTION AND CONSERVATION

The Plant, like any large industrial facility, has the potential to affect the environment. The Plant has facilities in place to handle all process wastes including alum sludge, off gases from the carbon regeneration facility, laboratory wastes, various solid wastes generated by Plant operations, and sewage. The Plant uses a considerable quantity of electrical energy in its operation; conservation efforts give returns in the form of reduced demands on the environment and lower

operating costs.

A series of sludge lagoons is used in the treatment of the alum sludge waste stream. This form of sludge management can be very effective in ensuring that the sludge is not released to the environment. Sludge is exposed to a natural freeze-thaw cycle that dewateres it to produce a nearly dry granular material which is transported to a landfill site. Buffalo Pound is one of the few water treatment plants in Canada with the ability to manage waste sludge in this manner.

The natural gas-fired furnace in the carbon regeneration facility produces off gases which are thoroughly scrubbed before released to the atmosphere.

Waste disposal agencies are contracted to handle laboratory wastes and solid wastes generated by the Plant. As it becomes necessary, firms specializing in hazardous waste disposal are contracted to dispose of chemical wastes.

The Plant recycles fiber-based materials and metals.

Sewage generated by the Plant is pumped to treatment and evaporation lagoons located on Plant property. The primary lagoon has a geotextile fabric and bentonitic clay liner to prevent seepage.

Due to the environmental impact of the Plant's operations, an Environmental Strategy was developed to consider the entire operation for future operational budgets to reduce the Corporation's impacts on the environment.

ENVIRONMENTAL STRATEGY MAP

VISION	As an essential service provider, BPW is committed to protecting the environment and public health through the provision of responsible potable water generation. We strive to exceed regulated standards, minimize our carbon footprint and stand as a leader in sustainable water treatment.
MISSION	BPW will minimize our carbon footprint and treatment process waste by optimizing plant operations, and land and water use. We are committed to innovation and continual improvement.
MANDATE	The corporation will reliably and efficiently provide safe, high quality and affordable drinking water to the Cities.

VALUES

Safety	Team Culture	Accountability	Process Driven	Innovation	Continuous Improvement
We are pro-active in our approach towards avoiding ecological contamination and environmental damage.	Through education, documentation, and engagement, we foster understanding and commitment from all staff to be environmentally sustainable.	We ensure proper, efficient & effective usage of resources to operate a sustainable entity with the environmental impacts considered.	We optimize plant processes to maximize water recycling, "right-size" lake water withdrawals, and minimize wastewater production.	We improve our environmental footprint through innovative designs that maximizes process effectiveness and utilize green technologies.	We improve environmental performance through effective measurement and development of KPIs.

GOAL	TARGET	TACTIC
Use 100% renewable power.	All electricity used in the plant, administration building, pumping stations and outbuildings come from carbon-free sources.	Utilize Solar Power and purchase SPC "Green" power to supplement demand.
Increase energy independence and decarbonize emergency backup systems through renewable and low-carbon energy sources.	Phase 1: Invest in 2.2 megawatt solar array providing up to 10% of total electricity needs of the entire plant. Phase 2: Double solar capacity 4.5 megawatts. Phase 3: Invest in battery storage and backup diesel generator bio-fuel conversion.	Seek opportunities for grants and utility provider incentives to fund expansion of on-site renewable energy production and storage. Identify mechanical, storage and cost requirements to convert back up diesel generators.
Develop resource conscious maintenance and operations program and procedures.	Ensure that equipment purchases are highly energy efficient, operate as efficiently as possible, and achieve expected useful life.	Purchase energy efficient equipment. Install energy monitoring system track usage and predict equipment failure. Maximize the service life of equipment providing replacement parts are still available. Recycle decommissioned equipment at the end of service life.
Minimize water content of sludge/solids disposal to landfill.	Water treatment process solid waste to contain less than 50% water content before diverting to landfill.	Stockpile sludge until the solids content exceeds 50%. Freezing of lagoon sludge in winter and adequate drying (draining/evaporation) in summer. Utilize new drying technologies and processes as they become commercially available.
Be recognized as a leader in low-carbon emissions and wastewater discharge.	Plant ranked above 50% of peers according to national benchmarking targets as set by nationalbenchmarking.com	Optimize use of renewable energy. Maximize water recycling process in design of new plant to minimized wastewater discharge. Continual technical process improvements for water recycling controls.
Encourage public engagement and education about sustainable water management and resource conservation.	Develop public training, education, and promotion programs.	Work with municipal stakeholders to encourage promotion of the plant's sustainable operations through civic communications and inclusion of plant performance in Annual Reports. Collaborate with local school boards to develop a program that would be beneficial to their students. Engage with universities on research, training, internship and education opportunities. Promote public education through news releases, web content and public tours of the plant.

STRATEGIC ENVIRONMENTAL PLAN

The Board and Management Team identified the need for an Environmental Strategic Plan that: establishes the environmentally conscious Vision, Mission and Values of the Corporation; sets strategic goals and priorities and develops supporting performance targets and operational tactics.

In 2020, Praxis Consulting was commissioned to undertake the preparation of the Plan to facilitate the Management Team in developing a strategy for the Board's consideration.

The intent was to develop a Plan to supplement the Board's 2021-2023 Strategic Plan and guide the Corporation relating to its operational and capital investment decisions.

The Strategy Map echoes the Corporation's Strategic Map acknowledging that these documents are supplemental to one another. The Plan is broken out into 6 Goals with associated targets and tactics being utilized in achieving those goals. As with all plans, it is a living document and will be adjusted over time, as required, and will be reviewed quarterly by the Management Team and annually by the Board.

The eVision and eMission are consistent with the Corporation's Strategic Plan and the eValues are similar but have been expanded upon relating to the environment. The 6 Goals with their associated Targets and Tactics are:

1. Design, build and operate the new administration building to achieve a net zero electrical energy balance.
2. Invest in increasing energy resiliency and use of renewable electricity.
3. Develop resource conscious maintenance and operations program and procedures.

4. Minimize water content of sludge/solids disposal to the landfill.
5. Be recognized as a leader in low-carbon emissions and wastewater discharge.
6. Encourage public engagement and education about sustainable water management and resource conservation.

The Corporation approved the BPWTC Environmental Sustainability Plan in June, 2021.

WATER QUALITY MONITORING

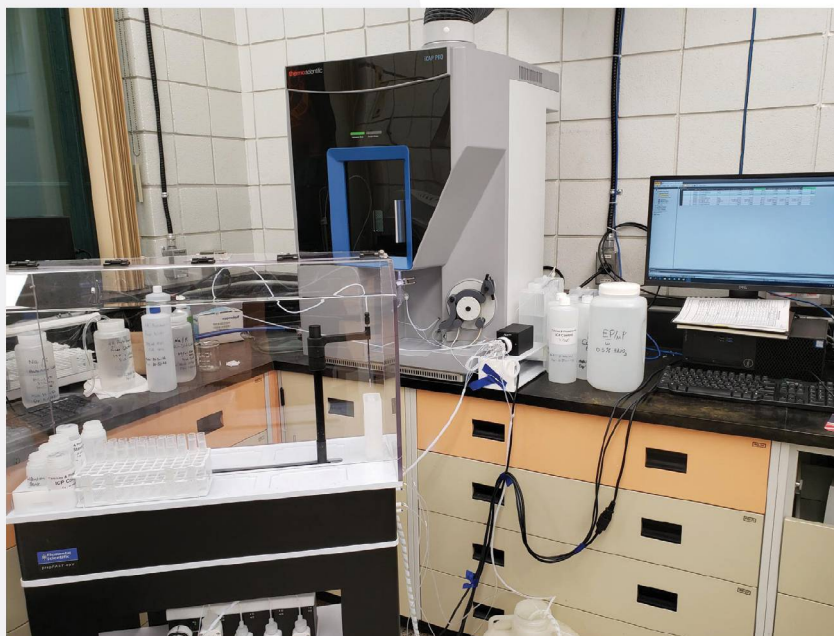
A well-equipped accredited laboratory is located on site and used to monitor the quality of raw and treated water as well as water quality at several intermediate steps in the treatment process. Major process control parameters (turbidity, pH, chlorine residual, particle counts, dissolved oxygen and temperature) are monitored continuously by instrumentation communicating with the Plant process computer system. Analyses are performed in-house for parameters regulated on a daily to monthly schedule; for other parameters required less frequently (most trace-level organics and metals) samples are sent to

commercial laboratories. Analytical results are compared to Canadian Federal guidelines and to Water Security Agency objectives.

Analyses for a wide variety of physical, chemical, and microbiological parameters are performed in the Buffalo Pound Laboratory. Some 65 different constituents are routinely determined. The 2021 clearwell and raw water analytical results are summarized in Appendix 1. Further details on raw water and watershed quality monitoring can be found in the section "ADDITIONAL WATER QUALITY MONITORING". Over the course of the year, those analyses exceeded 4,000 in number.

The quality of the regenerated granular activated carbon is monitored by Plant staff for a variety of physical and chemical parameters.

A vigorous in-house quality control program is maintained to ensure data generated by the Plant Laboratory is valid. The laboratory is accredited by the Canadian Association for Laboratory Accreditation (CALA) to ISO/IEC 17025 for 23 chemical and 6 bacteriological parameters.



PLANT OPERATIONS AND MAINTENANCE



WATER PRODUCTION AND SALES

Water Production and sales (in megalitres) were as shown in Table 1. (See also related Graphs 1 and 2.) Total sales to the Cities in 2021 were 29,618.54 ML to Regina and 5,143.84 ML to Moose Jaw. Sales to Regina increased 0.22% from 2020 and sales to Moose Jaw increased 1.17%.

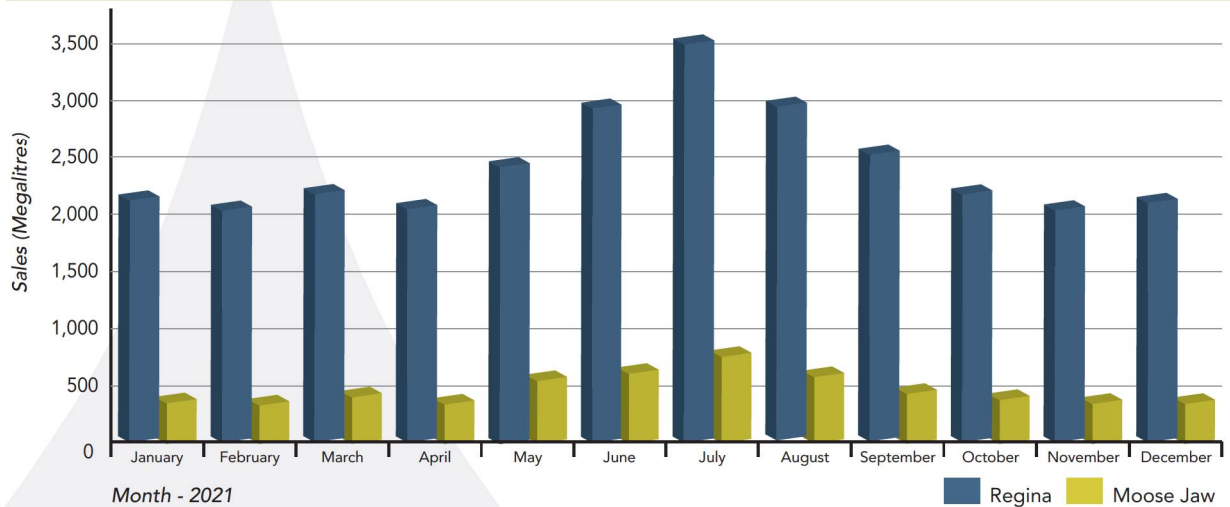
Sales to SaskWater Corporation in 2021 decreased by 1.10%, to 219.11 ML. Sales to SaskWater represent less than one percent of the Plant's production.

Graph 3 shows annual water production by year since the Plant began operation in 1955.

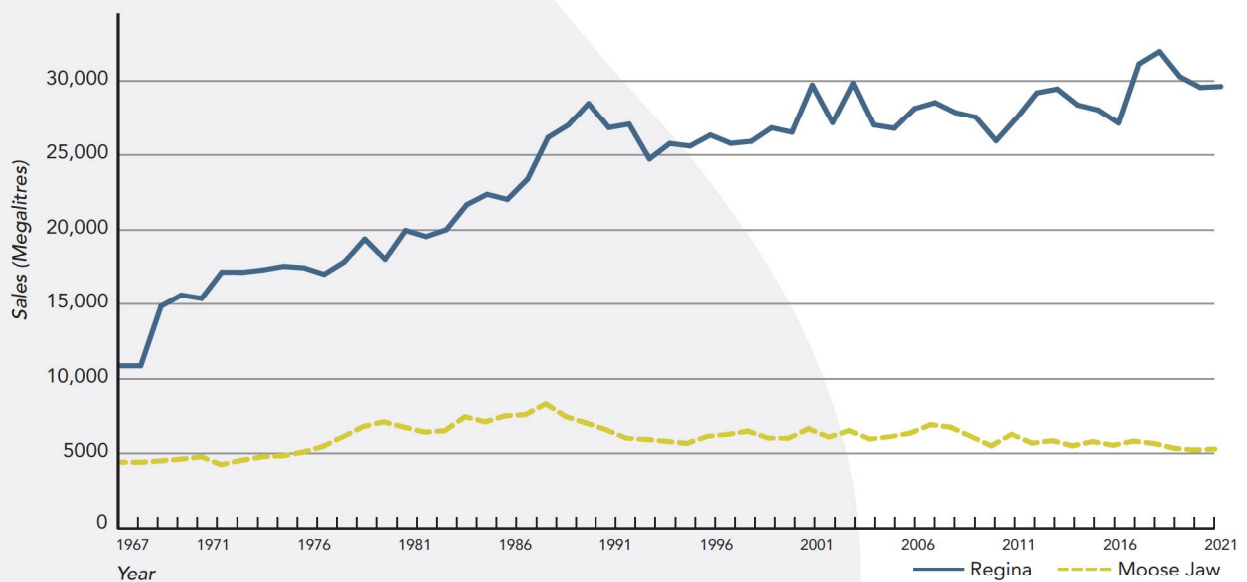
TABLE 1 • 2021 WATER SALES (TREATED) IN MEGALITRES (ML)

MONTH	REGINA	MOOSE JAW	SASK WATER CORP.	TOTAL
January	2168.93	337.91	15.20	2522.04
February	2079.50	320.76	14.87	2415.13
March	2224.22	384.76	16.68	2625.66
April	2093.90	327.71	18.37	2439.98
May	2481.57	513.30	22.74	3017.61
June	3005.58	569.96	23.25	3598.79
July	3544.84	703.71	25.45	4274.00
August	2999.95	544.55	19.63	3564.13
September	2568.95	411.67	16.55	2997.17
October	2221.57	363.83	15.80	2601.20
November	2082.26	332.74	15.04	2430.04
December	2147.26	332.95	15.53	2495.74
	29618.52	5143.85	219.11	34981.49

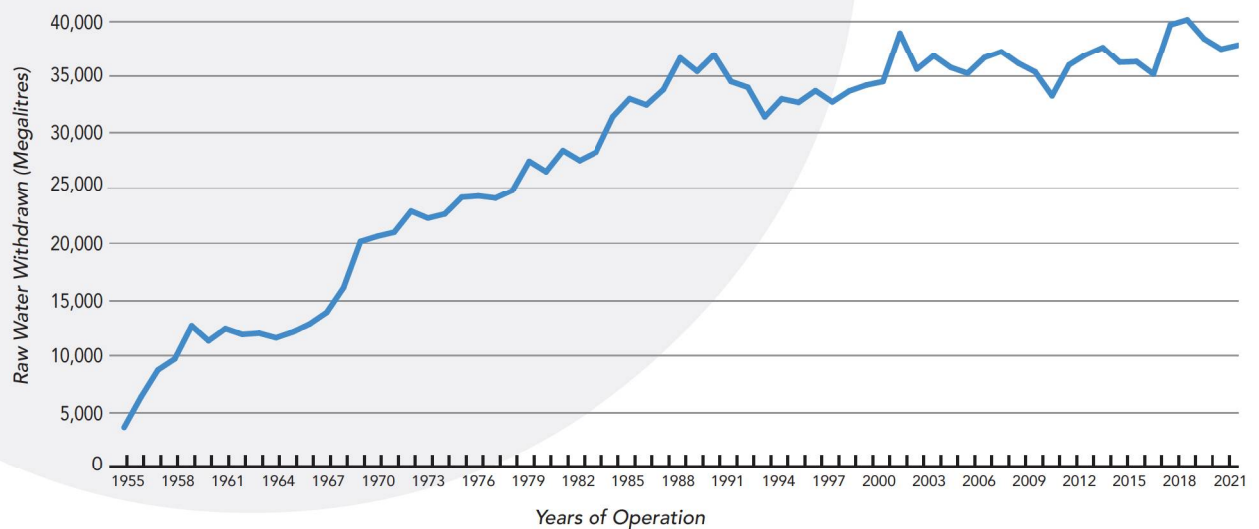
GRAPH 1 • 2021 WATER SALES TO REGINA AND MOOSE JAW (MEGALITRES)



GRAPH 2 • ANNUAL POTABLE WATER SALES TO REGINA & MOOSE JAW 1967 - 2021



GRAPH 3 • ANNUAL RAW WATER WITHDRAWN FROM BUFFALO POUND LAKE 1955 - 2021



PLANT OPERATIONS

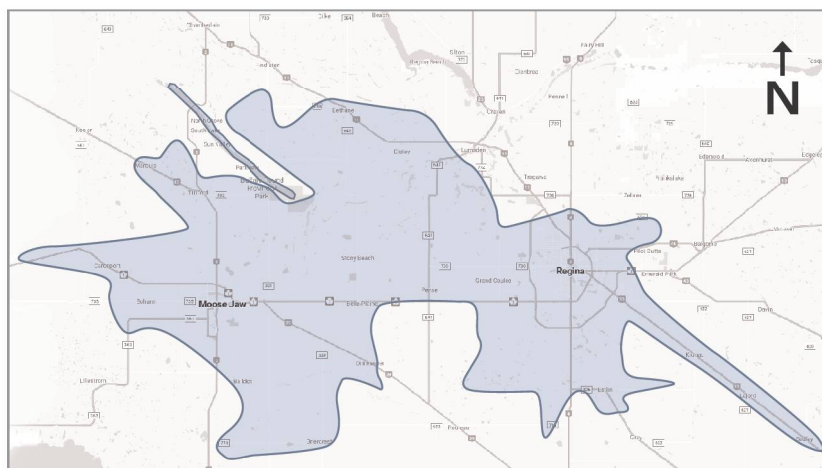
The processes employed at the Plant are modified during the year as required by changing water quality in Buffalo Pound Lake. Ice came off of Buffalo Pound Lake on April 9th. The lake froze over November 17th.

Since 2015, lake water quality continued to improve in terms of mineral content as measured by Total Dissolved Solids (TDS). Dissolved organic carbon (DOC) has also decreased but has stabilized for the past three years. 2015 had some of the highest concentrations of organics and minerals in the history of Buffalo Pound Lake. A full discussion of lake water quality can be found in the section "ADDITIONAL WATER QUALITY MONITORING".

The reduction in lake DOC concentration since 2015 combined with periodic elimination of prechlorination over the past two years, has resulted in a continued reduction in the production of trihalomethanes (THMs) in the treated water. In 2021, the Plant's clearwell THM concentration averaged 23 µg/L as compared to 78 µg/L annual average in 2015. A discussion of efforts to reduce trihalomethanes by the elimination of prechlorination can be found at "APPLIED RESEARCH, Process Development – TTHM Reduction".

The granular activated carbon contactors (GAC) were put into operation May 19th & 20th. They remained in service until December 20th, 2021.

Cold water temperatures bring about different problems for water treatment. The kinetics of alum coagulation is much slower in cold water and so the Plant used a Polyaluminum Chloride (CPAC-180) coagulant from January 1st to February 28th. Polyaluminum Chloride forms a better floc that settles and filters more effectively than alum. However, a long term accumulation of CPAC-180 precipitate within its pump



Buffalo Pound Regional Water System Service Area

A map representing the Region where over 260,000 people obtain their potable water from the Buffalo Pound Water Treatment Plant.

reservoir reduced the coagulant's pumping capacity and as a result, alum was used exclusively until May 4th. On May 4th, CPAC-180 was returned to service in Train A while alum remained treating Train B until year end.

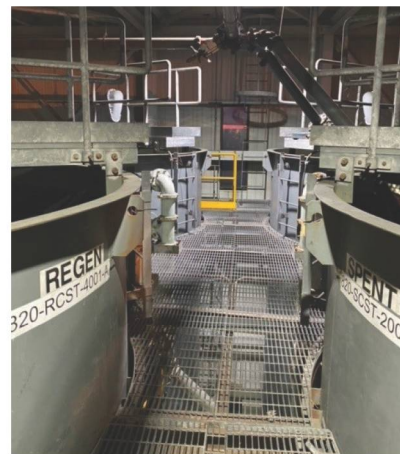
Another benefit of Polyaluminum Chloride use is that the finished water is of higher pH and so is less corrosive. The Plant Renewal Project will include a pH adjustment process that adds sodium hydroxide (NaOH) to increase the pH of the water leaving the plant. However, sodium hydroxide addition is expensive and could potentially add over \$1M to annual operational costs. In addition, CPAC-180 has not been tested for performance to produce high quality water at full scale in warm water conditions nor during cyanobacterial blooms. From May 4th through October 31st, a full-scale study was done comparing alum and CPAC-180 in warm water (>10°C). The most important objectives of the study were 1) to compare treatment effectiveness and quality of water produced and 2) estimate the amount and cost of sodium hydroxide required to obtain noncorrosive potable water. The study concluded that CPAC-180 produces comparable water quality

as alum but requires substantially less sodium hydroxide to obtain a non-corrosive higher pH. Details of the study are in section "Process Development – Using CPAC-180 (Polyaluminum Chloride) to Reduce Future Treatment Costs".

A cationic polymer was added as a flocculent aid at doses that ranged 0.05 – 0.15 mg/L. This treatment is done to strengthen floc interbridging and resist zones of high shear within treatment equipment and clarifier short-circuiting.

There were no production events that impacted the Corporation's ability to meet the Owners' demands.

The peak day of demand was 172.0 ML on June 5th.



CARBON REGENERATION FACILITY

The carbon is regenerated during the winter so that it can be used to remove taste and odour from the water the following summer. The 2020/2021 regeneration season was from November 17th, 2020 to March 23rd, 2021. The 2021/2022 regeneration season commenced November 17th, 2021.

PROCESS WASTEWATER FACILITY

The clarifier underflow removes particulate matter (alum sludge) from the raw water. The effluent stream is directed to sludge lagoons where the sludge is deposited and the clear water overflow returns to Buffalo Pound Lake. The sludge from the stockpile location was removed to the Moose Jaw landfill. The sludge from the lagoon was excavated to the stockpile location.

MAINTENANCE AND CAPITAL PROJECTS

Effective maintenance plays a key role in keeping the Plant running efficiently and producing high quality water. All vessels are

drained, cleaned and inspected at least annually. All critical Plant equipment is inspected, tested and maintained at least annually to help ensure satisfactory operation during peak flow demands. All water quality monitoring instruments are checked or calibrated in accordance with the Board's Quality Assurance/Quality Control Policy. The results from major on-line instruments are compared to laboratory instruments.

PLANT CAPACITY

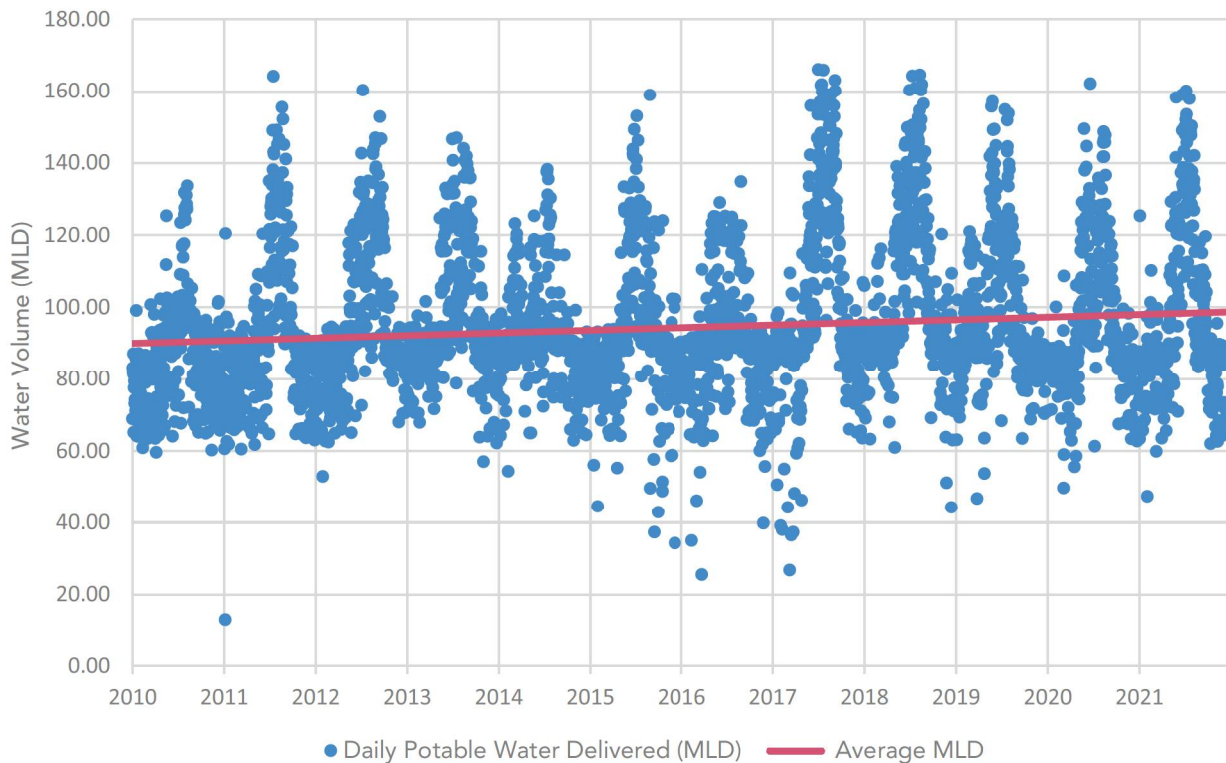
The Buffalo Pound Water Treatment Plant (BPWTP) distributes water to the City of Regina, the City of Moose Jaw, SaskWater, Buffalo Pound Provincial Park and the Buffalo Pound Water Treatment Plant Truck Fill. The Plant Demand is the total water taken by these users, though it is largely the volume sent to the City of Regina and the City of Moose Jaw. SaskWater, Buffalo Pound Provincial Park and the Buffalo Pound Water Treatment Plant Truck Fill currently represent only a very small portion of total flow – less than one percent.

Water treatment plants are rated based on two primary measurements of Plant Capacity: Large facilities, such as BPWTP, measure these in megalitres per day, or MLD. Firm Capacity is the maximum capacity of the smallest process operation and does not include the use of any redundant/backup equipment. Redundant/backup equipment replaces the capacity of main equipment when the equipment is being serviced. Total Capacity is equal to the Firm Capacity plus any additional capacity that can be added if redundant/backup equipment is activated while the main equipment is also in operation (this is not available in the current plant operation).

A review done on an equipment-by-equipment basis of the existing plant arrived at the current Buffalo Pound Water Treatment Plant Capacity of 205 ML/d (Firm and Total are the same with current operations). With the Plant Renewal Project, the plant design will increase the Firm Capacity to 220 MLD and the Total Capacity to 250 MLD and will also improve the water treatment technologies



Potable Water Sales (MLD)



targeted specifically to deal with the known and anticipated treatment requirements of Buffalo Pound Lake.

As the Potable Water Sales graph shows, the daily average flows increase considerably throughout the spring and summer months and decrease during the fall and winter periods. Overall, as an annual average, the current water demand has been increasing slightly, at a rate of about 1 MLD per day per year. While it seems to show that there is considerable excess capacity, daily average flows do not show peak demand requirements within the day, or the daily fluctuations of plant operations. Thankfully, these diurnal fluctuations are mitigated using large water reservoirs within each city to provide an equalization volume, or buffer. The equalization volumes available in these systems allow daily average flows to be reasonable indicators of Plant Capacity.

As population increases and water demand from regional industrial users grow, the daily capacity will be increasingly utilized, requiring the plant capacity growth targeted in the Plant Renewal Project. Even so, efforts of each City and their respective water use and conservation strategies will continue to be important factors for long term operational stability.

CAPITAL PROJECTS

Capital Projects are infrastructure projects that increase capacity, improve performance, or renew the life cycle of an asset or group of assets. These projects are typically undertaken when the scope cannot be performed with internal staffing and resources. For the most part, the recent and current capital projects are interrelated in their focus towards a complete plant renewal. The Board of Directors maintains a committee to oversee these Capital Projects at the portfolio level. In 2021,

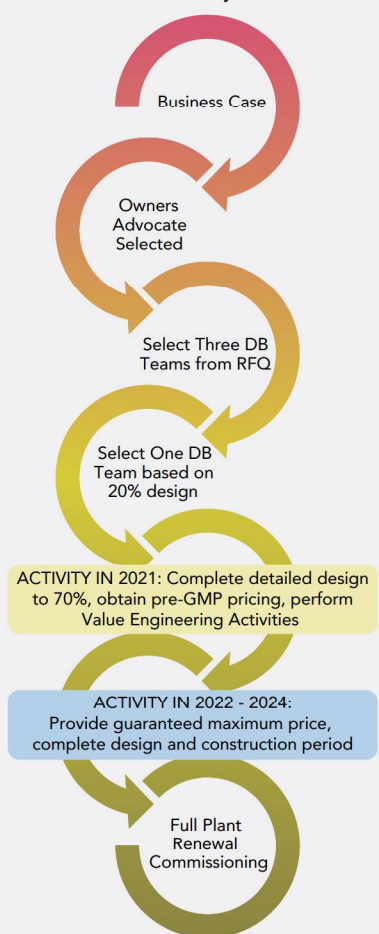
the Capital Project Committee oversaw the progress of detailed design for the Plant Renewal Project, DCS Controls Upgrade and UV Corrective Actions. The Committee also monitored the final construction works involving new pump installation for the Lake Pump Station Renewal and activities with several smaller capital projects.

PLANT RENEWAL PROJECT

Over the past decade, external engineering assessments and analysis have identified a growing body of risks and costs to maintain the existing water treatment plant. The identified list of needs has been tackled through some significant additions and renewals in areas of the plant near the front or back end of the process – installation of UV treatment area, addition of backup power generators, renewal of supply water Lake Pump Station, and replacement of electrical power

supply power lines and substations (for both main plant and Lake Pump Station). The City of Moose Jaw also renewed their distribution pump system located at Buffalo Pound during this time. Now, however, the principal treatment facility and support service areas (especially maintenance, laboratory, and equipment storage areas) are nearing the end of their useful life or do not meet the needs and must be renewed and/or expanded sufficiently to meet requirements for the next 25 years. Doing this work in smaller packages was not cost effective when compared to a full facility renewal, so the Plant Renewal Project was initiated.

Plant Renewal Project Process



The Corporation applied the completed Business Case provided by CH2M Hill Canada Ltd. (CH2M) (now Jacobs) to identify approximate costs for the renewal

project and proceeded with the recommended Progressive Design Build (PDB) procurement method, allowing the market to identify the best renewal options. Jacobs (with KGS and Carollo) was retained to provide technical consulting services as the Owner's Advocate to oversee procurement of the PDB team, assist the Corporation in overseeing the design, construction, and commissioning of the Plant Renewal, and to perform several preparatory activities necessary to obtain grant funding and align the renewal project goals with long term facility needs and requirements. This work has been progressed by an integrated team of Corporation staff with the Owner's Advocate and supported by a Legal Advisor (Aird & Berlis) and Fairness Advisor (RFP Solutions).

The Graham-Aecon Joint Venture Team was the successful Progressive Design Build proponent with their predesign proposal. The designers on this team are Stantec and Associated Engineering. They were provided with a notice to proceed with engineering design in June 2020 and were able to proceed to their final Preliminary Design Report (PDR) in late December 2020. BPWTC provided the funds to fully cover the design development and advisory support requirements for a total of \$30.0M.

The proposal's main efforts increased overall treatment capacity, add redundancy increased capacity of the plant process waste treatment, and changed the older style clarification process to the more robust DAF clarification. In addition, it added ozonation, changed the GAC filters into BAC filters, provided a new administration building for maintenance, equipment storage, laboratory, offices, and related personnel requirements, and provided a general renewal of the remaining plant processes.

From the beginning of 2021, design reviews involving both the joint venture and BPWTC teams continued to move the design development to the Initial Design Development (IDD) stage. The design team progressed the design and updated pricing at this submission in early March 2021. Once we had the IDD package, the first Value Engineering (VE) process was initiated. The VE process adjusted the design to maintain the critical components and eliminated some costly 'nice to have' elements. With these design changes, the Joint Venture team further progressed design in collaboration with BPWTC staff to reach a preliminary GMP (Guaranteed Maximum Price) submission in November 2021. At each of these steps more detailed design work and a correspondingly tighter cost certainty was provided. As 2021 ended, a final VE process was undertaken between the Corporation and the Graham-Aecon Joint Venture teams in which additional subtrades have become involved to find innovative designs with improved costs.

The final GMP submission, along with the Construction Services Proposal, should be provided in March 2022. Before this arrives, current work continues to address finer details on the design and to progress early procurement opportunities so that construction can proceed smoothly when it begins. The Corporation could accept the GMP and commence construction, or the Corporation can reject the GMP and complete the project as a Design Bid Build. If the GMP and Construction Services Proposal is accepted, construction activities are anticipated to commence summer, 2022.

This project has sought substantial grant funding through the Federal and Provincial Governments since the start of the Progressive Design Build Process and has been fortunate to receive ICIP (Investing

in Canada Infrastructure Program). This was announced in 2021 for a total government grant (Federal and Provincial) of \$163.4M. This funding requires BPWTC to cover at least \$60.0M in additional funds, which has been confirmed through a loan supported by both Regina and Moose Jaw.

CONTROL SYSTEM UPGRADE

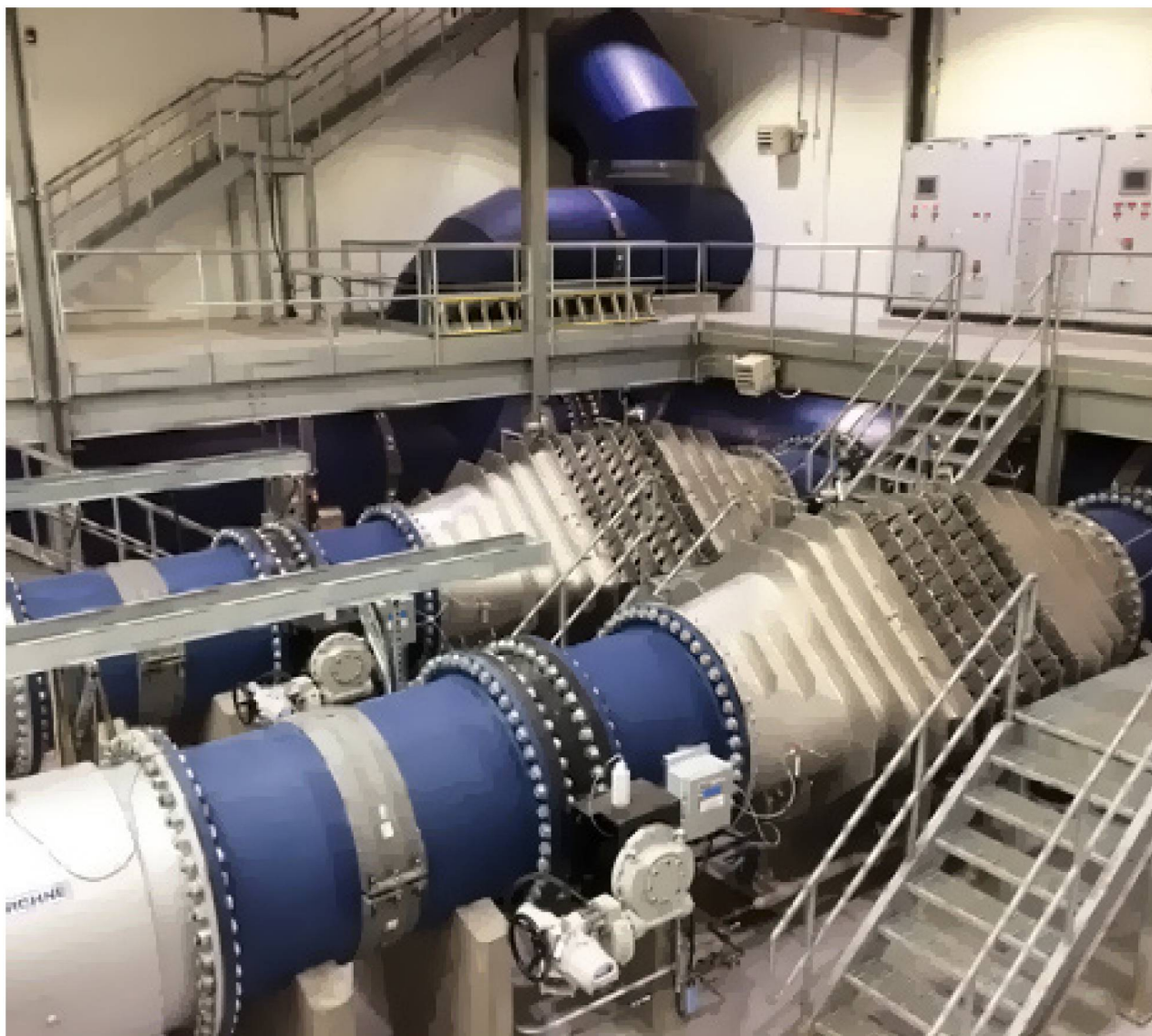
The Equipment Supply procurement process for the Control System Upgrade Project was started in 2019, with Spartan-Lakeside Controls competitively selected and the contract signed in June 2020. The Equipment Supply procurement will be novated to

the Plant Renewal Project and will be designed to match the needs of the final plant design. This was a change from the initial idea of installing a new control system in advance of the upgrade and will more easily be incorporated into the new plant design and construction. Considerable design work involving both SNC Lavalin (original project) and Stantec (Plant Renewal Project) has taken place throughout 2021, with a common design standard and method. The installation of this system will be completed through the Plant Renewal Project contractors. The existing control system has been assessed and adjusted to allow it to

continue functioning until the new DCS system is implemented with Plant Renewal.

UV CORRECTIVE ACTIONS

After the original UV Facility work was completed, numerous deficiencies left by an under performing contractor remained to form an additional small capital project. These items were carefully reviewed with many of the items covered by the scope of the Plant Renewal Project and the general facility renewal. Of the items remaining, a RFP was issued late in 2021 with the successful proponent being selected - Westridge





Construction. About half of the work addresses small building components such as floors, walls, and railings with minimal work on process items. The other half of the work is to install an UPS system that will allow short power failures (until our backup generators kick in) to have no effect on the functioning of the UV reactors and allow 100% treatment. This work will occur early in 2022. Some of the work is necessary for the new plant renewal design (the UPS is sized sufficiently to provide backup power for the new control system). It is expected this work will be completed in the summer of 2022.

LAKE PUMP STATION RENEWAL

The Lake Pump Station Renewal construction contract was awarded to Westridge Construction in February 2019 with site work starting in April 2019. A significant portion of the work for this project was completed before 2021, with

the major components being upgrades to the pumping system. In part due to the impact of COVID-19 to supply chains, this project has seen several delays, but the system is now largely operational with only the backup pumping system remaining to be commissioned early in 2022. Through the construction in 2021, additional system improvements to the pump area air conditioning system, improvements to the generator air intake system, and improved raw water intake valve controls have been identified. This work will continue in 2022 but will not interfere with the Plant Renewal Project as the work is in an area outside the work zone.

GREEN ENERGY UTILIZATION AND CONSERVATION

Additional to the Plant Renewal Project, there has been an effort made to improve the energy usage footprint of the water plant. Due

to the significant water volume being moved and treated and sent to customers in Regina and Moose Jaw, electricity usage is considerable. To improve the facility's green footprint, several actions have been taken. As part of the Plant Renewal Project, the administration building area will have LEED building requirements incorporated in the design. In the process area, there is an increased capacity to reduce waste stream water through a recycle system that will reduce the flow of water heading to our treatment lagoons. To manage the electrical load, the Corporation is looking to add solar panels on the existing BPWTP property that should provide at least 10% of the power requirements. In the future, the Corporation will continue working with SaskPower to support their efforts to develop electrical generation that is greener than current operations.

PLANT SAFETY

The Safety Management System (SMS) continued to maintain its Certificate of Recognition (COR) and functioned effectively within the organization. The COVID 19 pandemic continued to have an influence on all Plant functions including how the SMS would operate. The Buffalo Pound Water Treatment Corporation developed an effective communication strategy to ensure that all staff remained informed. Many enhanced measures were established to protect the staff's health which allowed the Corporation to go through 2021 with no major disruption from the pandemic. The staff of the Buffalo Pound Water Treatment Corporation did an excellent job in mitigating the risk posed by the pandemic.

The Occupational Health Committee met five times through 2021 and is functioning well; meeting approximately every 10 weeks.

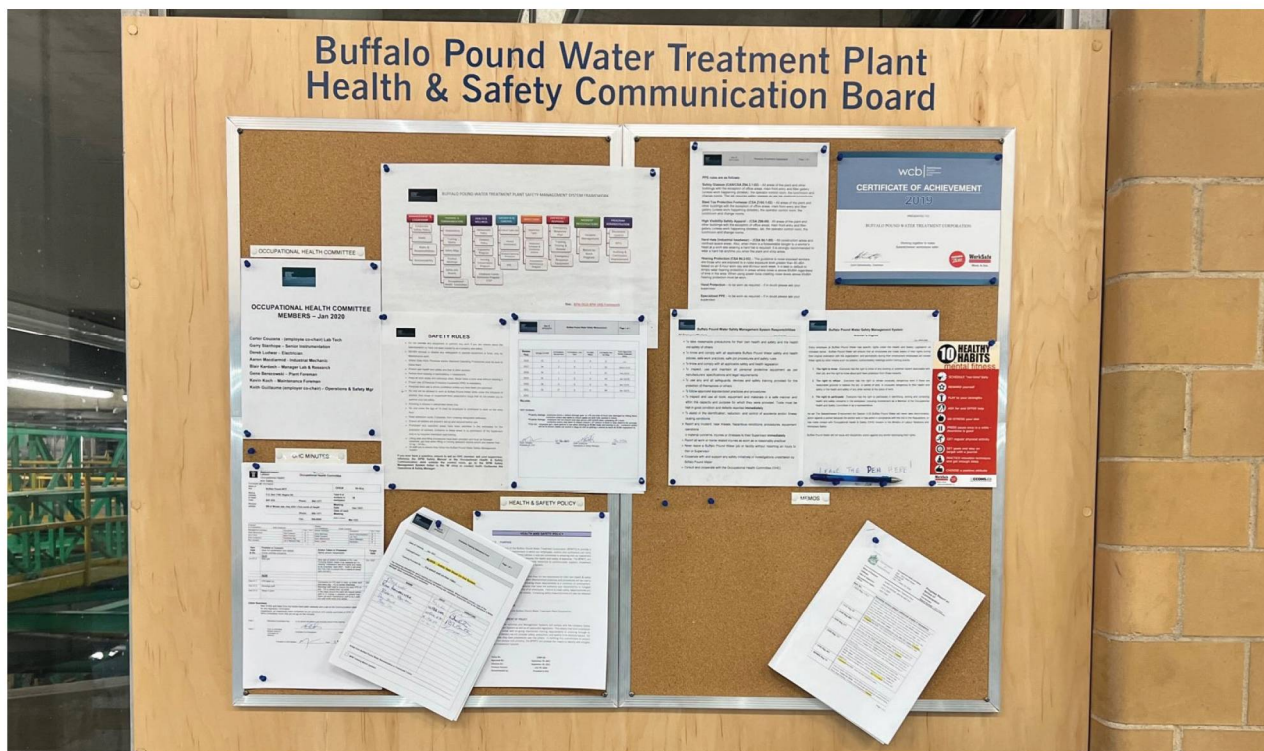
The Corporation continued to have Weekly Tool Box meetings either in person or electronically depending on the state of the pandemic. In total, 48 weekly meetings were held covering various safety topics and challenges within the Corporation.

In person bi-monthly staff meetings continued to be suspended in 2021. Communication and connection with the staff in 2021 continued primarily through electronic means and through the use of the monthly use of the EZine staff newsletter.

The Safety Association of Saskatchewan Manufacturers

(SASM) remained the safety association with whom the Corporation has an active membership. This membership provides the Corporation with valuable training, resources and guidance in the continued development of the Safety Management System. The internal audit for 2021 was completed and submitted on time. The required external audit to maintain certification for 2021 was given a 1-year extension by SASM due to the pandemic and will take place in the spring of 2022.

The Corporation reported 0 lost time incidents, 0 near misses and 3 no lost time incidents (2 property damage and 1 first aid incident). All 3 incidents followed the SMS Incident Investigation Procedure and corrective action was implemented.



RISK REVIEW

The Corporation operates within a complex environment and is exposed to a variety of risks that can impact the ability of the Plant to achieve its mandate. The Corporation's Board and Management Team manages risk through a formal risk management framework. The Corporation's risk management framework is designed to address the top business and asset risks that could arise from internal and external sources.

The Corporation implements the risk management framework through a risk management process to identify, analyze, evaluate and treat risk. The Management Team is responsible for identifying, analyzing and evaluating risks. The Board is responsible for reviewing the top risks and determining if the appropriate controls and mitigations are in place and evaluating the effectiveness of the risk management framework.

The Corporation risk assessment process considers the entire system from the source water to the customer boundary. The following is a description of the types of risks the Corporation manages.

Aging Infrastructure

Since the Plant was first constructed and started operating in 1955 there have been combinations of expansions and upgrades. As the Plant and infrastructure age, there is a risk of increased failure that could cause service impacts, compromise regulatory compliance or increase operations and maintenance costs.

Regulatory Changes

The supply of drinking water requires strict compliance with health, safety and environmental regulations. Federal and Provincial regulators continually review and update regulations and there is a potential for changes in regulations to require investment in new or upgrades to existing infrastructure and increase operation and maintenance costs.

Third Party Influences

Damages or other negative influences are a consistent source of risk for water supply organizations. A power supply interruption, damages to infrastructure and contamination of the watershed could cause service impacts, compromise regulatory compliance or increase operations and maintenance costs.

Climate and Weather

Extreme and even more modest changes in climate and weather conditions are potential sources of risk. An increase in frequency or intensity of such events could cause service impacts, compromise regulatory compliance, increase investment in infrastructure resiliency, or increase in operations and maintenance costs.

General Business

There are several types of risks that could arise that the Corporation views as part of its general business. These include, general economic conditions, human resource management, reputation, purchasing and information systems. While the

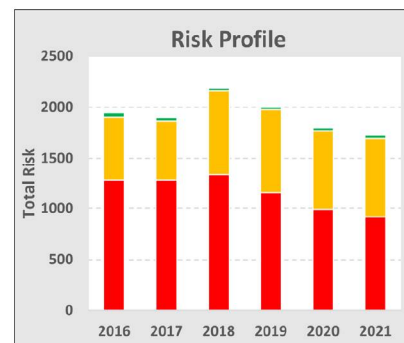
cause and impacts for each are different, there is the potential for any of these risks to have financial and non-financial impacts on the Corporation.

In addressing risks that arise, the Corporation uses several strategies that include:

- Capital Investments
- Operations Procedures
- Enhanced Maintenance
- Emergency Response Plans
- Communication with Third Parties
- Transfer of Risk

For 2021, there were 36 active risks. However, many of these risks will be mitigated through the Board's actions relating to Capital Investment; Operational Procedures, Enhanced Maintenance, Emergency Response Plans, Communications and Risk Transference.

The Risk Profile decreased from 1802 in 2020 to 1485 in 2021. The decrease is mainly from the mitigation of high profile risks related to the electrical system vulnerabilities.

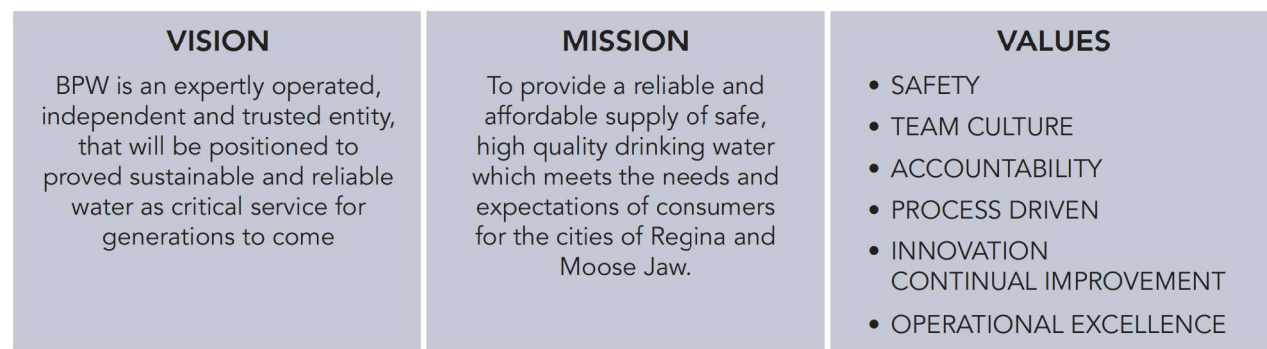


ASSET MANAGEMENT

Asset management is the coordinated activities of an organization to achieve its strategic objectives using robust decision-making processes that balance cost, opportunities, and risks with the desired performance of assets throughout the procurement, operation, maintenance, and disposal phases of the life cycle. In 2021, the Corporation formalized its Asset Management Policy, Framework and the Road Map. The Asset management strategy was developed using principles of ISO 55000 standard and will ensure that BPWTP realizes value from its new assets, which will be implemented as part of Plant renewal project, and continue delivering on its mission of reliable, affordable and high-quality drinking water to its customers. When considered as part of the Corporation's wider strategic framework, the Asset Management Policy and Strategy align with and directly support successful delivery of the Vision, Mission, Values and Objectives.

From a level of service perspective, a key focus for the Corporation is Water Quality and Water Quantity performance. This is currently tracked and reported in the Corporate balanced scorecard.

ASSET MANAGEMENT STRATEGIC FRAMEWORK



ASSET MANAGEMENT POLICY

- Customer Focused
- Compliant
- Cost Effective
- Risk Based
- Knowledgeable
- Continually Improving
- Systemic
- Collaborative
- Capable
- Sustainable

ASSET MANAGEMENT STRATEGY



ASSET MANAGEMENT OBJECTIVES (LEVELS OF SERVICE)

NATIONAL WATER AND WASTEWATER BENCHMARKING INITIATIVE (NWWBI)

The NWWBI is the national standard for Canadian water, wastewater and storm water utilities to benchmark and report on goal-based outcomes across financial, environment and social “bottom lines”. Although the participation in NWWBI is voluntary but due to the corporation’s strong desire to continuously improve its operations, the Corporation has been participating in the NWWBI since 2014. The data collected by NWWBI provides a strategic operations management model to compare Buffalo Pound results to similar pan-Canadian water treatment utilities and to improve the Plant’s operational performance.

Due to its national reach, it takes considerable amount of time to process the data and report back on the data to the utilities. The performance data for 2019 was received in early 2021 and was reported to the stakeholders.

In the NWWBI system, the operational data is collected around 6 categories of Goals: Ensure Adequate Capacity, Meet Service Requirement with Economic Efficiency, Protect Public Health and Safety, Protect the Environment, Provide Safe and Productive Workplace and Provide Reliable Service and Infrastructure. Each of these goals comprises several sub measures and it is left up to the utilities to determine what goals and sub measures to focus on. The Key Performance Indicators established under each goal have been defined in manner such that like-for-like comparison can be made among the utilities.

Following is the summary of each goal

Ensure Adequate Capacity

The goal consists of several sub measures

1. Average Day Demand/Existing License Capacity
2. Days Plant Operated above 90 % Capacity
3. Days Plant Operated above 100 % Capacity

In 2019, the average daily demand was 29% of the existing licensing capacity and the Plant operated well below 90% capacity demonstrating that it has enough licensing and production capacity should the demand increase rapidly in the near future

Meet Service Requirements with Economic Efficiency

The goal consists of the following sub measures.

1. Chemical Cost
2. Energy Consumed
3. FTEs relative to Volume Treated
4. O&M Cost + Capital Reinvestment Cost
5. O&M Cost relative to volume Treated

In 2019, the Chemical cost, Energy consumed, and FTE measures were similar to previous years. The Capital Reinvestment Cost was higher due to increased capital spending. In 2019, the O&M costs were similar to 2018 but the O&M Cost relative to volume treated measure inched upwards due to lower water sales compared to 2018.

Protect Public Health and Safety

The goal consists of several sub measures.

1. Average Treated Water Nitrates
2. Average Treated Water Turbidity
3. Days over Group Nitrate Target of 10 mg/L for Treated Water
4. Raw Water Dissolved Carbon
5. Raw Water Total Organic Carbon
6. Total Coliform Occurrence in Treated Water
7. Treated Water Dissolved Carbon
8. Treated Water Total Organic Carbon

Collectively these measures characterizes the raw water and treated water quality. The lake water quality continues to improve in terms of Dissolved Organic Content and its character. In 2019, the average DOC concentration in lake water quality declined to 5.5 mg/L from 6.0 mg/L & 7.6 mg/L in 2018 and 2017 respectively

Protect the Environment

The goal consists of three sub measures.

1. GHG Emissions form Energy Consumed/ML Treated
2. Water Wasted During Treatment Process
3. Percentage of Backwash Waste Treated

The Green House Gas (GHG) generated by the Corporation remains stable but is higher than other similar utilities due to the amount of electrical energy used to bring the water to the Plant

from the lake and the amount of natural gas used to regenerate the granular activated carbon. The calculation of GHG emissions also factors in the Province in which the energy originates. As SaskPower utilizes a significant amount of coal in power generation, the Provincial Factor is very high. Currently, the Corporation is working with SaskPower and exploring options to transition from using fossil fuel generated power to environmentally-friendly energy sources.

Much of the wasted water is generated during the Filter/ GAC backwash and Clarifier sludge blow down process. The wasted water fluctuates year to year and is somewhat dependent upon the incoming water quality, clarified water quality and the filter performance. In 2019, wasted water was 7.8% but remains in line with previous years and comparable to the similar utilities. The Corporation has recently re-commissioned the water recycling process which should improve this measure significantly in future years

Provide a Safe and Productive Workplace

The goal consists of three sub measures.

1. Total Overtime Hours /Total Paid O&M Hours
2. Cost of Overtime Hours
3. Field Accidents with Lost Time
4. Lost Hours due to Field Accidents
5. Sick Days Taken
6. Unavailable O&M Hours/Total Paid O&M Hours

The total overtime hours and sick days taken remains stable and is not statistically different from the other similar utilities. Zero Accidents and Lost Hours demonstrate the strength of the Corporation's Safety Management System.



The unavailable O&M Hours measure includes sick, vacation, training, LTD and union hours and remains within the trend

Provide Reliable Service Infrastructure

1. Capital Reinvestment/ Replacement Value
2. Reactive Maintenance Hours/ Total Maintenance Hours
3. Total Maintenance Hours
4. Unit Filter Run Volume
5. Number of Unplanned Hours that Plant could not operate at rated capacity

The completion of the Main Substation Electrical project led to significant improvement to this measure in 2019. The Corporation expects to see further improvements in this measure in 2020 and beyond due to completion of the existing projects.

Reactive maintenance strategy is beneficial when the assets have a shorter life span and are not critical to the operations. In the context of the Plant Renewal Project, the Corporation is focusing on maintaining only critical pieces of equipment. The reactive maintenance hours jumped in 2019 due to random failure of equipment but did not pose risk to operations as the failures were minor in nature and a few of them were results of the power failures.

Higher Unit Filter Run Volume is the result of the Corporation's ongoing efforts to improve performance. Further improvements are anticipated in this measure due to the number of filter improvements completed in the recent past.

In 2019, the Plant had three service interruptions due to thermal gradients and power failures resulting in 23 hours of the Plant not being able to meet required water demand.

2021 KEY PERFORMANCE INDICATORS

BALANCED SCORECARD (BSC): CORE SERVICES

Objectives	Measures (Core Outcomes of Strategy)	2021	Status at December 31, 2021	2022	2023	Initiatives (RACI)
CORE SERVICES						
Water Quality: Objective – Meets regulatory requirements and customer expectations 100% of the time	% Regulatory requirements met. Taste and odor quality met.	100%	100%	100%	100%	Quality: a) Ensure regulatory monitoring according to Permit to Operate; Annual Report Appendix 1 (Lab) b) Taste and odor of water leaving the Plant less than 8 TON (Threshold Odor Number) (Operations & Lab)
Water Quantity: Objective - To deliver water that meets customer demand 100% of the time	% Customer demand met without compromising Quantity	100%	100% Reliability (Customer Demands) <ul style="list-style-type: none"> 99.823% Reliability (Plant Production - Unanticipated Downtime) 0.5 hours - January 13 - SaskPower outage, SCADA was down 2 hours - February 28 - PACL Coagulant Crystallized 10 mins - March 22 - SCADA Down on UV System 4.5 hours - April 26 - PLC Failure on UV System 5 hours - September 1 - Power Outage - LPS Gen Set Communication Fault 1.5 hours (MJ) - October 17 - Communication Failure with SaskTel 0.25 hours (MJ) - October 22 - Communication Failure with SaskTel 1.5 hours - December 5 - Power Blip Damaged Power Conditioner 	100%	100%	Quantity: Reliability (Operations, Maintenance) including e.g. immediate reporting of failure of critical assets (Maintenance)
KEY PROJECT: PLANT RENEWAL						
Design 2020 - 2021	Milestones established in project plan	Complete	Completed. September 17 Drawings & Specs received at 60-70%. November 15 Financial Submission received.			Oversight by the Capital Projects Committee (CPC) Complete 60% stage (Mgr Maint. & Eng., PM) GMP 60% (Mgr Maint. & Eng., PM)
Financing 2020 - 2021	Milestones established in project plan	Financing acquired	Completed for \$225M of construction. \$60M was transferred on December 1. Shortfall from PreGMP Submission underdevelopment.			Oversight by the Finance & Audit Committee Finance strategy adopted by Cities (President & CEO) Obtain Council approval for financing shortfall (President & CEO)
Construction 2021 - 2025	Milestones established in project plan	Construction commences pending financing	Construction Scheduled to Commence for Q2 2022.		Complete 2025	Oversight by the Capital Projects Committee (CPC) Project management and oversight by Mgr. Maint. & Eng. and PM Commissioning 2024 Project close out & warranty 2025+ * accountabilities cascade to Managers' objectives

Objectives	Measures (Core Outcomes of Strategy)	2021	Status at December 31, 2021	2022	2023	Initiatives (RACI)
SAFETY CULTURE						
To achieve growth in the Safety Management System	a) Loss time b) First Aid c) Near Miss d) Property Damage e) Audit - internal f) Audit - extern g) % of incidents reported	0 0 0 0 Annual Bronze 100%	0 1 0 2 Completed Deferred to 2022 due to COVID 100%	0 0 0 0 Annual 100%	0 0 0 0 Annual Silver 100%	External audit: 2021 Maintain bronze: 2023 Prepare to earn silver Encourage reporting of all incidents
OPERATIONAL READINESS & EMPLOYEE DEVELOPMENT						
Internalize the values.	Development milestones of initiative.	Build values into HR practices starting with Managers' PDEs first	Completed.			2021: Build values into HR practices including recruitment processes, job descriptions, employee development plans, employee performance plans
Enhance the succession plan.	Renewed, updated, monitored - Y/N	Y	Completed. Draft Updated with HR Committee's Comments.	Y	Y	Renew/update succession plan & org chart for all Plant staff (President & CEO) Develop Diversity Policy (President & CEO)
Keep improving employees' skills to maintain and operate the Plant.	Align Milestones with Renewal Project Plan - Y/N	Y	Completed		Y	Renew/update succession plan & org chart for all Plant staff (President & CEO)
RENEWAL COMMUNICATION & CHANGE						
Development an inaugural External Communications Strategy	Milestones established - Y/N	Y	Completed and Implemented			Engage external strategic communications consultant
Develop an Internal Communications Strategy	a) Response Rate for Employee Engagement Surveys every 2 years b) Action plans	Implement 2020	Completed and Implemented	67% Develop & begin implementation	Implement	Align with external communications strategies Employee Engagement Surveys & Action Plans Communication is always a key theme to show progress and areas for growth
Continue effective Change Management Practice	% of major projects with Organizational Change Management Plans	100%	Completed and Integrated with Daily Operations.	100%	100%	Align to development milestones for the Capital and Plant Renewal Projects
BOARD GOVERNANCE						
Board to complete objectives for Bylaws, Policies, Board Education & Succession	(to be set by the Board)		Policies planned for 2021 are completed. Board Reappointment & Board Evaluation Completed. 2021 Board Evaluation Process Completed.			Annual review of Bylaws, Policies, Governance Manual, etc.

Objectives	Measures (Core Outcomes of Strategy)	2021	Status at December 31, 2021	2022	2023	Initiatives (RACI)
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FUNDING SOURCES

Run operations based on good stewardship of financial position	a) Rate stability: Year to year rate comparable	TBD	Completed.	TBD	TBD	
Acquire grants & loans to fully fund the Plant Renewal	b) % of critical projects funded	100%	Completed for \$225M of construction. \$60M was transferred on December 1. ICIP Grant Funding Agreement Executed. Shortfall from PreGMP underdevelopment.	100%	100%	Links to Key Projects objectives

FINANCIAL OPERATING PERFORMANCE

Meet budget variance targets	Sum of O & M budget under management control within 5%	5%	~1.0% surplus forecasted	5%	5%	
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QMS MANAGEMENT

Develop a Business Continuity Plan	a) Development milestones achieved	Plan developed	All plans are completed with the exception of the IT which is in progress.			Links to risk registry
Ensure effective SOPs	b) % of all procedures documented, compliance ensured, training followed	100%	Lab Completed Operations Major Items Complete Maintenance Major Items Complete	100%	100%	For each area: Operations, Maintenance & Lab

ASSET MANAGEMENT

Complete the risk-based management phase	a) Development milestones achieved	Asset Management Policy, Objectives and Governance Framework development	First Draft of Policy, Objectives and Framework Completed.	Onboarding Plant Renewal assets; develop Asset Management plans	Onboarding Plant Renewal assets; develop Asset Management plans	
Develop an Environmental Stewardship Strategy	b) Development milestones achieved		Completed.	Strategy developed		

REGULATORY AND GOVERNMENTAL AFFAIRS

The Water Security Agency conducted two routine inspections of the Plant first on March 10th and the second on September 21st.

One requirement of the regulations is that the laboratory analytical work required by a Water Treatment Plant's Permit to Operate must be done by an accredited laboratory. The Corporation's laboratory fulfilled all requirements to maintain accreditation from the Canadian Association for Laboratory Accreditation (CALA). The laboratory participates in four sets of proficiency test samples each year.

The Water Regulations require that the Corporation submit results of

the weekly bacteriological, monthly trihalomethane and quarterly major ion analyses promptly to The Water Security Agency and that a Drinking Water Quality and Compliance Report be published annually.

The required Drinking Water Quality and Compliance Report is provided in the Appendix. The Plant met all sample submission requirements of the Plant's operating permit. The Plant is in full compliance with the Permit to Operate a Waterworks.

Plant operations are subject to the Federal National Pollutant Release Inventory (NPRI) Legislation, Canadian Nuclear

Safety Commission (CNSC), as well as the Environmental Emergency Regulations. The required inventory submissions were made to the NPRI program. Radioactive substances are used in the laboratory's electron capture detectors. Although the license requirements for electron capture detectors have been terminated by the CNSC, swipe tests are still conducted as part of the general maintenance program. Swipe tests, ensuring the integrity of these detectors, were sent to SK Research Council for analysis; no leakage above the guidelines was detected.

GRANT FUNDING

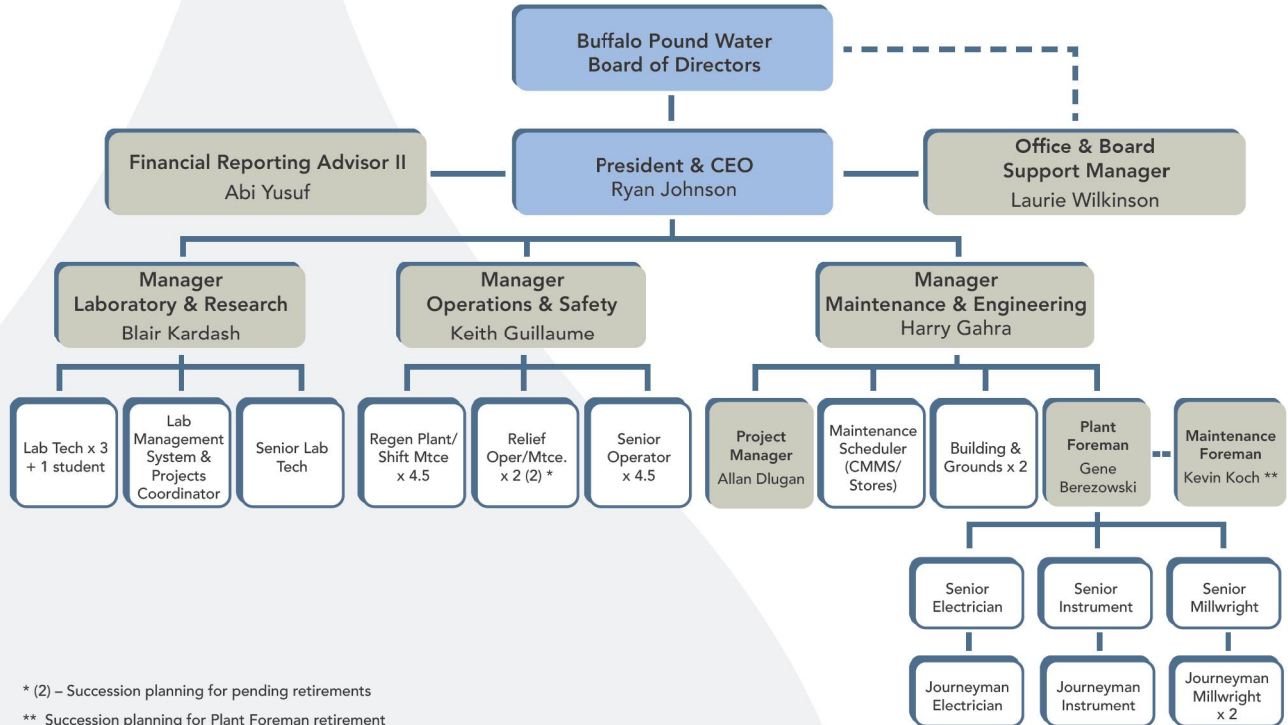
BPWTC worked collaboratively with each of the Cities to complete a financing strategy for the Plant Renewal Project using the following sources:

- 1) ICIP Grant Funding – With the approval of the Cities, BPWTC submitted an ICIP Grant application to the Federal and Provincial Governments based on the recommended predesign construction costs of \$222.8 million. The application for grant funding was approved for an amount of funding equal to \$163.4 million which is 73.33% of the anticipated construction cost.

The Cities of Regina and Moose Jaw authorized the Corporation to obtain the shortfall of \$60.0 million with a 20-year interest rate swap loan. This was completed in December 2021 and the project is now funded for \$222.8 million in construction.

HUMAN RESOURCES

Buffalo Pound Water Organizational Chart



In 2021, the Plant employed a total permanent staff of 36, consisting of eight (8) out-of-scope staff, nine (9) operating staff, five (5) laboratory technologists, seven (7) journeyman maintenance persons, five (5) maintenance persons, and two (2) buildings and grounds staff. The Plant also employed one (1) temporary student lab technician.

The UNIFOR Local No. 595 Collective Agreement is in place for a five (5) year term effective January 1st, 2021 to December 31st, 2025.

There were 2 staff retirements in 2021 and 1 staff member resigned to accept employment elsewhere.

Staff at the Plant participate in the Regina Civic Employees Pension Plan.

ADMINISTRATION SUPPORT

The Administration Services agreement for the purchased service support between the Corporation and City of Regina was amended by adding a Financial Analyst. This position will provide internal financial support to the Corporation ranging from auditing services, business case development to financial reporting.

COMMUNICATION STRATEGY

The Corporation's first Communication's Strategy was developed and implemented. This was to cover a broad range of communications both internally and externally.

WATERSHED PROTECTION

The Corporation continues to be involved in consultation processes

dealing with watershed protection in the Upper Qu'Appelle River and Buffalo Pound Lake.

MISCELLANEOUS

The President & CEO; Maintenance & Engineering Manager and Project Manager attended a BPWTC Plant Renewal Project meeting in Calgary, AB.

The President & CEO; Maintenance & Engineering Manager and Laboratory & Research Manager attended the SWWA Conference in Saskatoon. Both the President & CEO and Laboratory & Research Manager presented at the conference.

Brian Hoppenreys, Senior Operator, was named SWWA's Operator of the Year in 2021.

RESEARCH AND ANALYTICAL PROGRAM PROCESS DEVELOPMENT

APPLIED RESEARCH

Process Development – TTHM Reductions

Extensive research was done from 2015 through 2018 to determine the best strategy to reduce Total Trihalomethane (TTHM) formation in treated water from the BPWTP and within the distribution systems of Regina and Moose Jaw. The research investigations concluded that elimination of prechlorination was most effective considering simplicity and cost; not only for the existing Plant but also for Plant Renewal. As a result, and for the first time in the Plant's history, chlorine addition at the lake pumping station (process known as prechlorination) was discontinued in February 2020 with the intent of making it a permanent process change. As predicted from research work done in the previous years, substantial reductions in TTHMs did occur. For the 10 months in 2020, TTHM concentrations in the Plant's clearwell and cities were reduced by an astounding 69% and ~45% respectively compared to the same 10 months in 2019 when prechlorination was used.

The successful TTHM reductions in 2020 resulted in extending the discontinuation of prechlorination into 2021. However, in late May and into June, a chronic rise in clarifier effluent turbidity caused by cyanobacteria¹, necessitated the return of prechlorination to process to kill off the photosynthetic bacteria. Prechlorination was reinstated on June 19th and was used continuously until the cyanobacteria bloom season ended in late October. Despite using

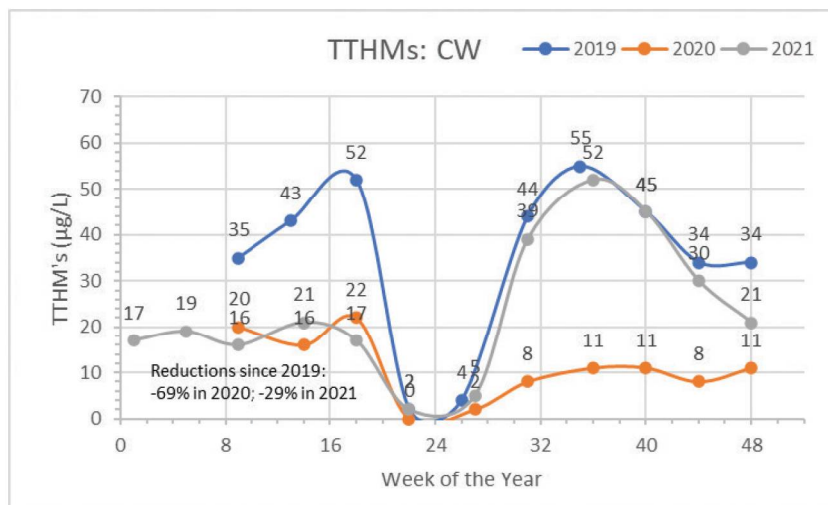


Figure 1: Clearwell TTHMs

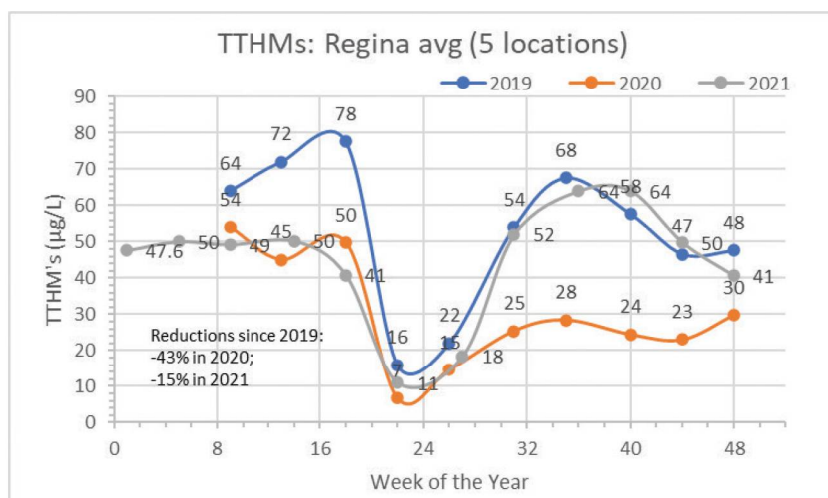


Figure 2: Regina TTHMs

prechlorination for ~18 weeks in 2021, TTHM reductions were still impressive as compared to 2019 – the last time prechlorination was used for a full year. Clearwell TTHMs declined by 29% while the Cities of Regina and Moose Jaw declined by 15% and 19% respectively. Figures 1, 2 and 3 show the TTHM concentrations for

each location from 2019 through 2021.

The concentration of Natural Organic Matter (NOM) as measured by Dissolved Organic Carbon (DOC) changed little over the 3 year period of comparison. In both 2020 and 2021, there was an 8% reduction in the humic characterization of NOM

¹ Refer to the "Process Development – Lesson Learned: Prechlorination is Sometimes Necessary with Existing Plant Process During Cyanobacteria Blooms" section for additional details.

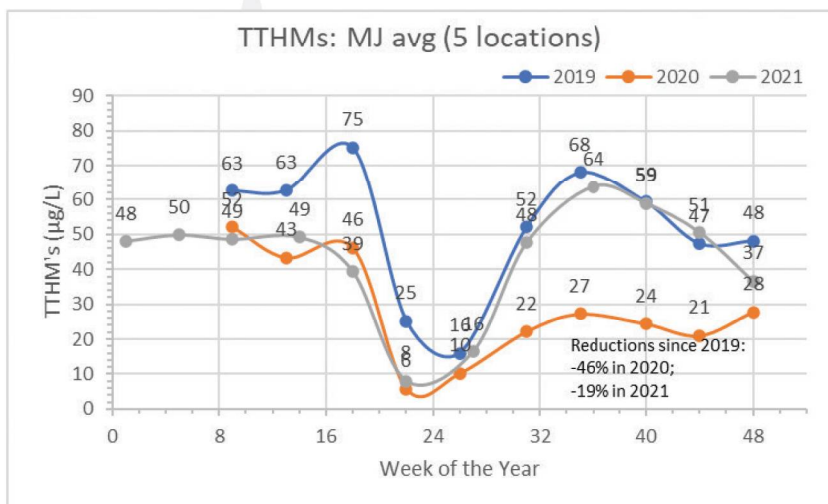


Figure 3: Moose Jaw TTHMs

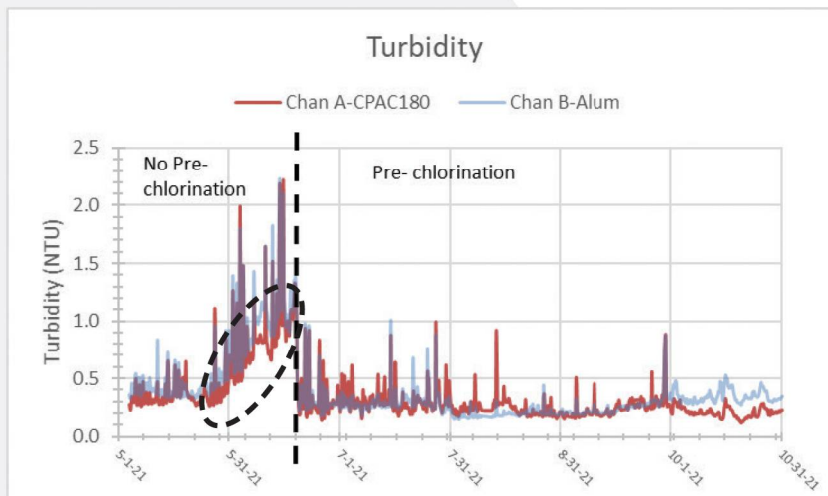


Figure 4: Clarifier Effluent Turbidity

as measured by Specific UV Absorbance (SUVA) as compared to 2019. Historically, when chlorine reacts with raw water DOC that has a higher humic portion, it results in higher TTHM formation for treated water leaving the plant and in the cities. Despite the small decrease in humic character over the comparison periods, the data suggests that elimination of prechlorination is the single most important factor contributing to decreases in TTHM concentrations over the past two years.

Process Development – Lesson Learned: Prechlorination is Sometimes Necessary with Existing Plant Process During Cyanobacteria Blooms

In 2021, discontinuing prechlorination to reduce TTHM formation could not be done for the entire year. In late May through mid-June, there was a substantial rise in baseline turbidity in the effluents of all the clarifiers. As baseline clarifier turbidity rose, performance of the mixed media filters began to deteriorate creating concerns for maintaining water quality requirements and meeting production demand. An investigation was initiated to find the root cause of the rise in

turbidity. Microscopic analysis revealed that floc particles carrying over from the clarifiers to the filters were interlaced with significant amounts of three types of cyanobacteria normally present in Buffalo Pound Lake. With the assistance of limnologists at the University of Saskatoon, a published literature search was done, and it was discovered that the three types of cyanobacteria interwoven in the floc have a physiological ability to regulate their buoyancy. The ability of these cyanobacteria to regulate their buoyancy explained why the floc would not settle normally in the clarifiers. The oval illustration in Figure 4 shows the substantial rise in turbidity in the two clarifier effluent channels without the prechlorination process in operation. As a result of this discovery, the prechlorination process was reinstated on June 19th. Within hours and as shown to the right of the vertical dashed line in Figure 4, clarifier turbidity rapidly declined and returned to have a normal baseline of <0.50 NTU. The addition of chlorine at the lake pumping station killed off the cyanobacteria removing their ability to keep buoyant and prevent floc from adequately settling in the conventional gravity clarifiers. The prechlorination process was turned off on October 25th as bloom season came to an end.

In 2020, prechlorination was not used at any time during the cyanobacteria bloom season as there was no increase in clarifier effluent baseline turbidity. Cyanobacteria concentrations were much less than in 2021. The experience gained in 2020 and 2021 provides clear evidence that cyanobacterial genera identification and counts in the raw water must be closely monitored and prechlorination be returned to process if a sustained rise of clarifiers effluent baseline turbidity occurs.

The Plant Renewal's clarifier design is Dissolved Air Flotation (DAF). DAF should be resistant to cyanobacteria's ability to regulate its buoyancy. Make-up water supersaturated with air will be injected at the base of each DAF unit causing massive amounts of strategically sized air bubbles to be released into the flocculated water. The bubbles physically and electrostatically attach to the floc enmeshed with cyanobacteria and other contaminants within the unit to make their way to the water's surface. Skimmers remove the floating sludge containing the buoyant cyanobacteria to waste. As a result, prechlorination should not have to be used during bloom season after the DAF units are operational.

Process Development – Using CPAC-180² (Polyaluminum Chloride) to Reduce Future Treatment Costs

The Plant Renewal Project will include a pH adjustment process that adds sodium hydroxide (NaOH) to the water leaving the plant to increase pH and reduce the potential corrosiveness of lead and copper in the homes of consumers most vulnerable. However, sodium hydroxide addition is expensive and could potentially add over \$1M to operational costs.

For most of the Plant's history, alum³ has been used as the sole coagulant under all source water conditions and for the most part has reliably produced high quality drinking water. Since November 2015, CPAC-180 has been used exclusively in cold water conditions. Several comparison studies between alum and CPAC-180 done in cold water conditions, prior to November 2015, concluded that

the latter has better treatment performance which results in higher water quality. An added advantage of CPAC-180 is that it consumes less source water alkalinity resulting in a higher pH of the treated water. This suggests that less sodium hydroxide should be required to obtain a less corrosive water leaving the plant if CPAC-180 were to be used year round. However, CPAC-180 has not been tested for performance to produce high quality water at full scale in warm water conditions nor during cyanobacterial blooms.

From May 4th through October 31st, a full-scale study was done comparing alum and CPAC-180 in warm water (>10°C). Alum was used in treatment Train B and CPAC-180 in treatment Train A. There were three primary objectives of the study: 1) treatment effectiveness and quality of clarified and filtered water produced; 2) determine corrosiveness of treated water produced by each as calculated by common water corrosion indicators pH, Langelier Index (LI)⁴ and Calcium Carbonate Precipitation Potential (CCPP)⁵, and 3) estimate the amount and cost of sodium hydroxide required to obtain a noncorrosive (near neutral and non-dissolving of calcium carbonate environment as measured by pH, LI and CCPP) for conventionally treated water (coagulation, flocculation, settling, and filtration).

For the source water quality treated during the study, the conclusions were as follows (chemical doses and costs/savings summarized in Table 1 also):

- 1) Both coagulants produced similar quality of clarified effluent and high-quality filtered water which met all regulatory requirements. It

took slightly more CPAC-180 to do so. Overall, \$100,673 or 21.8% more was spent on CPAC-180 than alum.

- 2) As expected, CPAC-180 produced less corrosive filtered water as measured by pH, LI, and CCPP.
- 3) A proprietary water quality modeling program (WaterProTM) from Stantec⁶, estimated that it would require approximately 13 mg/L (111.6%) less NaOH to obtain a noncorrosive water treated with CPAC-180 as compared to alum. The models non corrosive target points were pH 7.8 ± 0.1 and LI & CCPP values at precipitating calcium carbonate levels. In dollar terms, 13 mg/L less NaOH would amount to a savings of \$203,086.
- 4) Overall estimated net costing suggests that using CPAC-180 and adjusting to pH 7.8 ± 0.1 is the most economical combination. Coagulant and sodium hydroxide costs were estimated to be \$102,413 or 15.9% less with CPAC-180 than alum.
- 5) If CPAC-180 or alum was used exclusively from May 4th to October 31st, coagulant and sodium hydroxide would have cost ~\$1.16 million or ~\$1.42 million. Using CPAC-180 with pH adjustment to obtain noncorrosive water would save the Corporation ~\$259,500 or 20.1% over 6 months. Cost savings for sodium hydroxide alone using CPAC-180 is estimated to be \$420,000 over the six month study.

2 ClearPAC® 180 is a high alumina (Al₂O₃) content (Dry Alum Equivalent as Al₂(SO₄)₃ • 14H₂O, ~100%) and medium basicity (~40%) polyhydroxyl aluminum chloride (PAC) coagulant. Manufactured and supplied by ClearTech, Edmonton AB.

3 Dry Alum Equivalent as Al₂(SO₄)₃ • 14H₂O, ~48.5 %. Manufactured and supplied by Chemtrade, Saskatoon SK.

4 Langelier Index (LI) is an approximate indicator of the degree of saturation of calcium carbonate in water. A negative LSI indicates

5 Calcium Carbonate Precipitation Potential (CCPP) is the amount of calcium carbonate (CaCO₃) that needs to precipitate or dissolve from water in order to reach equilibrium with CaCO₃. A target CCPP of ~5mg/L is typically required to promote formation of protective calcium carbonate deposits.

6 BPWTP Train A and Train B Sodium Hydroxide Modeling Analysis by Design Build Team (D-D2MEM-0003), 06-Dec-21.

TABLE 1: COAGULANT DOSES, ESTIMATED NAOH DOSES AND CHEMICAL COSTS

	Actual	Estimated - Only Coagulant used for 6-month trial	Actual	Estimated - Only Coagulant used for 6-month trial
	CPAC-180		ALUM	
Volume of Treated Water (ML):	10,585	20,948	10,363	20,948
Ave. Coagulant Dose (mg/L DAE ⁷):	75		68	
Total Coagulant Used (MT):	1,620	3,241	1,456	2,975
Unit Cost of Coagulant per MT:	\$620		\$283	
Total Coagulant Cost:	\$513,115	\$1,004,707	\$412,442	\$842,556
Est. NaOH dose to pH 7.8 (mg/L):	5		18	
Est. Total NaOH Used (MT):	212	415	746	1,524
Unit Cost of NaOH per MT:	\$380.00		\$380.00	
Est. Total Cost NaOH:	\$ 80,446	\$ 157,518	\$ 283,532	\$ 579,211
Est. Total Cost of Coagulant and NaOH:	\$ 593,561	\$ 1,162,224	\$ 695,974	1,421,767
Est. Overall Cost Savings Using CPAC-180:	\$ 102,413	\$ 259,543		

The comparison study will continue through the cold water season (November 2021 through April 2022). A final report and recommendation of the primary coagulant to use for operations going forward and for Plant Renewal will be done in mid 2022.

ADDITIONAL WATER QUALITY MONITORING

Raw Water

The analyses required in the Permit to Operate on treated water represent only a portion of those carried out at the Plant. Staff also carry out regular monitoring of raw water quality as this would provide early warning of contaminants that could impact treated water quality. This work was contracted out to a laboratory capable of providing analyses as low as parts per trillion. Ninety-two (92) pesticide and herbicide compounds were tested for. Most of those are without Health Canada Guidelines. Various

anthropogenic compounds (48 in total) associated with human use such as pharmaceuticals and personal care products were also tested for. The Plant's laboratory also conducts regular analyses throughout the year for benzene, toluene, xylenes and ethylbenzene that would indicate spilled gasoline or diesel fuels. Thus far, Buffalo Pound Lake does not seem impacted to any level of concern for the above suites of chemical pollutants.

Routine raw water quality testing (done bimonthly and monthly) continues to show broad based improvements in lake quality since 2015 due to sufficient water flows from Lake Diefenbaker and releases from Buffalo Pound Lake. In addition, at or below average rainfall since 2017 has also reduced dissolved mineral and allochthonous (soil derived) organic matter accumulations from erosion of the watershed surrounding Buffalo Pound Lake and the Upper

Qu'Appelle River System. Total Dissolved Solids (TDS) decreased by 9% over the past year. Dissolved Organic Carbon (DOC) has remained steady since 2019.

Compared to 2015 (one of the worst years of raw water quality on record with respect to dissolved minerals and organic matter), TDS and DOC have decreased by 52% and 45% respectively. From 2015 to 2021, annual average discharges through the Qu'Appelle Dam from Lake Diefenbaker increased by 194% (1.8 to 5.3 m³/s) as illustrated in Figure 5. The improvements in raw water quality as represented by the yearly average concentrations of TDS and organic carbon are summarized in Figures 5 and 6 respectively. The reduction in organic carbon and the partial elimination of prechlorination in 2021 has resulted in a 71% decrease in trihalomethanes at the Plant since 2015. TTHMs averaged 23 µg/L in 2021 and 78 µg/L in 2015.

7 DAE = Dry Alum Equivalent

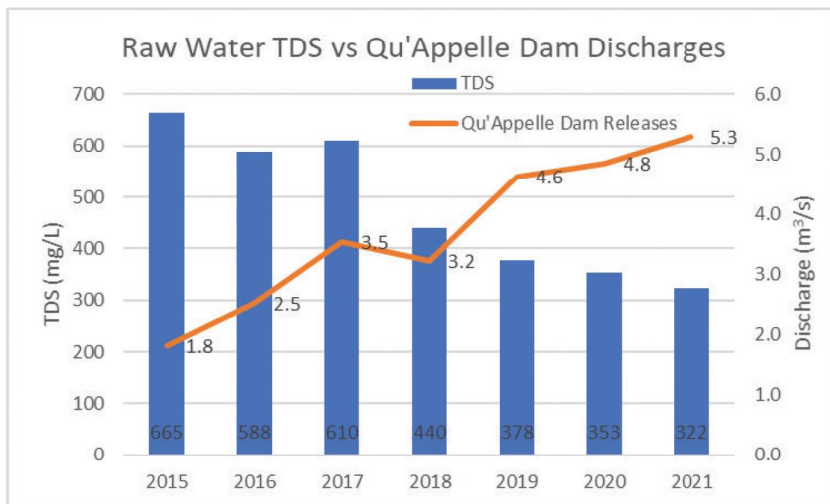


Figure 5: Raw Water TDS vs Qu'Appelle Dam Releases

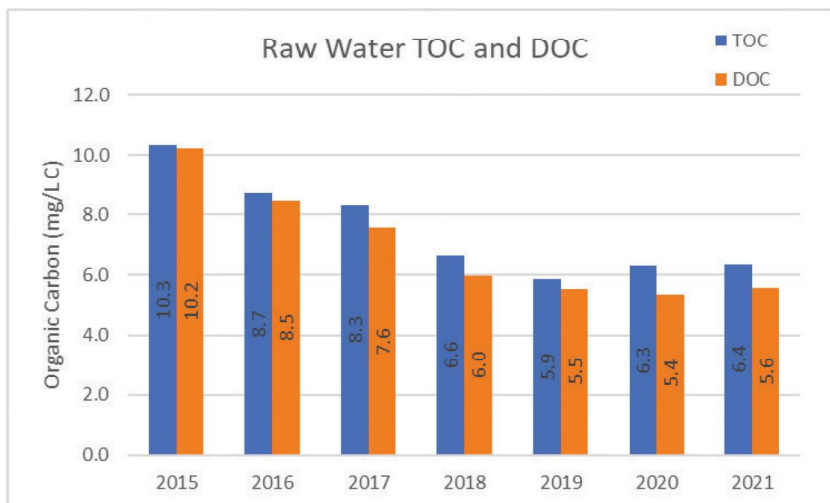


Figure 6: Raw Water TOC/DOC

Residuals Treatment Lagoons

Solids recovered from the clarification processes are settled out in lagoons and ultimately taken to the Moose Jaw landfill for disposal. The lagoons were designed and constructed over 30 years ago when Plant flows were lower. Regulatory limits of effluent quality also did not apply. With the introduction of the regulatory monitoring and compliance schedule in 2017, the liquid effluent passing out of the lagoons is monitored weekly for Total Suspended Solids (TSS) and free & combined chlorine. Total and dissolved aluminum are also measured monthly. Twice a year samples are sent for acute

toxicity evaluation. Results of these analyses are reviewed by the Water Security Agency.

The liquid effluent samples did not demonstrate acute trout toxicity in 2021. Without using prechlorination from January to mid June, and November through to the end of the year, free and combined chlorine were not detected in lagoon discharge. With prechlorination in use from June 19th to October 2021, combined chlorine was detected. Overall compliance rate for free and combined chlorine was 100% and 73% respectively. There was a 71% compliance rate for solids residuals exiting the lagoon overflow. As history has

demonstrated, liquid exiting the lagoons does not always meet the existing quality requirements. The causes include solids and hydraulic overloading, poor overflow design of existing structures, no underdrains and no control for wind effects. The deficiencies in residuals handling have been recognized in engineering studies.

The designs for lagoon performance improvements have nearly been completed in the Plant Renewal Project. Two new summer lagoons will be added, and the existing lagoons will be strategically combined to vastly increase waste storage volume and allow full wastewater containment. There will be no continuous overflow which will allow sufficient time for decay of all forms of chlorine and eliminate problems from wind. Each lagoon will be equipped with an underdrain system. In the main Plant, process wastewater will be substantially reduced to prevent lagoon hydraulic overloading. Clarifier sludge will undergo a thickening process to further reduce water volume sent to the lagoon in operation, there will be recycling and retreatment of all BAC backwash water, and a GAC regeneration facility will no longer be in existence to produce wastewater. Draining of lagoons during their non-filling stage will be done through the underdrain system. Each underdrain will be lined with geotextile material, drain rock and gravel to filter out most solids from the drain water and provide consistently improved water quality leaving the lagoons. After initial drainage of free water is complete, the sludge will be frozen and redrained after thawing. The freeze-dried sludge will be excavated and transferred to another area for further drying or be sent directly to landfill for disposal. To reduce landfill tipping fees, the moisture content of sludge is to be $\leq 50\%$ before disposal.

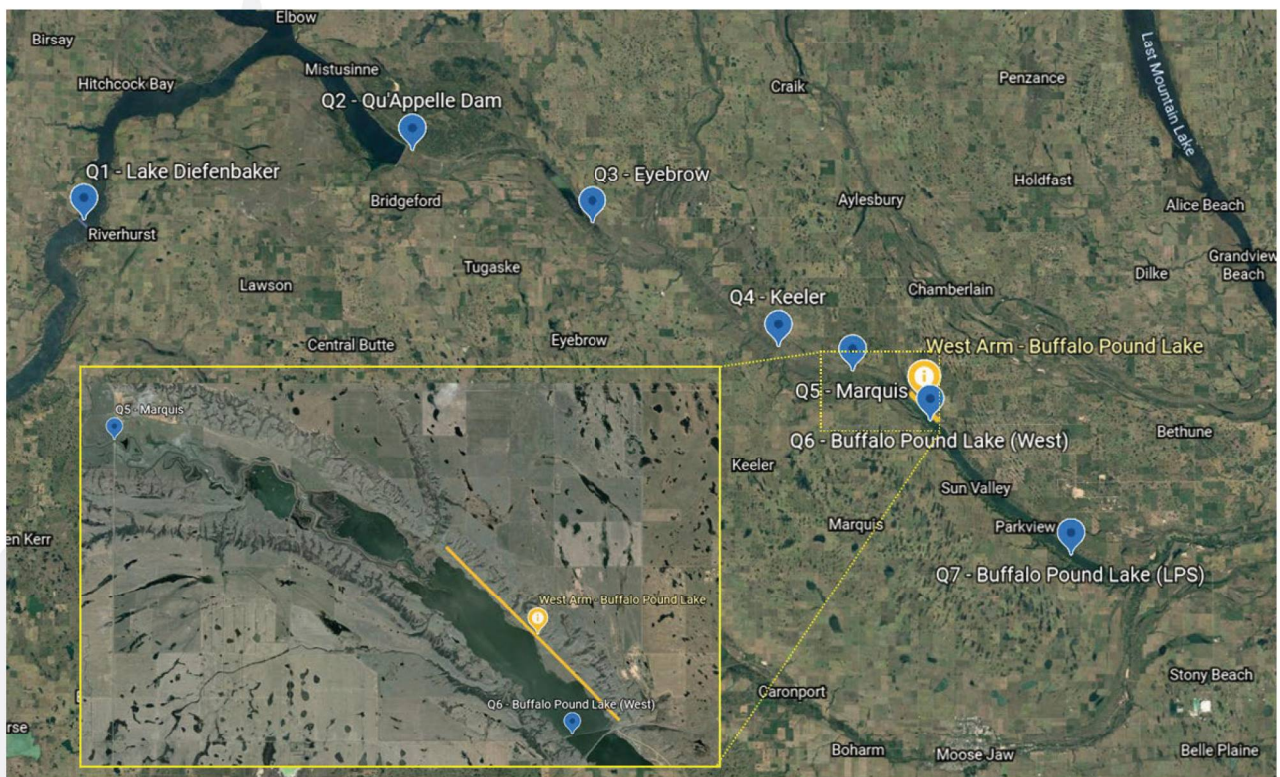


Figure 7: Upper Qu'Appelle Sampling Locations

Watershed Monitoring

Monitoring of the Upper Qu'Appelle River watershed, including Buffalo Pound Lake, is typically carried out on an annual basis. In 2021, one sampling episode was done to examine expected changes in water quality as the water travelled from Lake Diefenbaker, through the Qu'Appelle Dam and down the Upper Qu'Appelle River through Buffalo Pound Lake. Six (6) sites were sampled in the collection period. As shown in Figure 7, the sites included Q1 - Lake Diefenbaker via the Riverhurst Ferry, four locations throughout the reach of the Upper Qu'Appelle River (Q2 - Qu'Appelle Dam, Q3 - Eyebrow, Q4 - Keeler & Q5 - Marquis), and Q7 - Plant's raw water intake. The Q6 - west arm of Buffalo Pound Lake site could not be accessed due to heavy rain prior to sampling. The survey was done on August 23rd and 24th.

Releases from the Qu'Appelle Dam were highest for the year from

approximately April 12th to June 7th and ranged between 10 and 11 m³/sec. Releases were reduced starting the week of June 14th and during collection were 7.2 m³/sec. Generally, for each location, overall water quality as measured by total suspended solids (TSS) and total dissolved solids (TDS) were either near or noticeably below historical levels. TSS was highest at Q4 and Q5 but less than detection at Q7. Historically, TSS decreases dramatically in Q6 - west arm of Buffalo Pound Lake which functions as a solids settling area (inset within Figure 7). Total phosphorus (TP) levels were below historical average from Q1 through Q5 and above at Q7. Normally, high flow rates within the Upper Qu'Appelle River cause progressively higher levels of TSS and total phosphorus due to erosion of light soils in the river channel and as water travels through the Qu'Appelle Dam to Buffalo Pound Lake. As the survey's water quality results indicate, erosion of the Upper

Qu'Appelle River channel and its inflowing tributaries that drain the surrounding watershed were below historical levels. Phosphorus is a nutrient that promotes the growth of cyanobacteria.

Sampling for various anthropogenic compounds (pharmaceuticals, herbicides, pesticides, and other miscellaneous) was also carried out during the August survey. A variety of herbicides, used for broad leaf weed control, were detected at Q2, Q5, and Q7. The regulated herbicides 2,4-D, atrazine, and MCPA were detected from Q2 through to Q7 and the average concentrations were 18 parts per trillion (ppt), 2 ppt, and 7 ppt, respectively. The three herbicides were at concentrations far below drinking water guidelines and none were detected in the plant's treated water (refer to the Compliance Report).

Several other compounds were found at very low levels and they are not currently regulated in drinking water in Saskatchewan.

At this point in time detection of these compounds are a result of enhanced analytical capabilities but don't represent a health concern. The fungicides Azoxystrobin and Propiconazole were detected at ppt concentrations at each location and averaged 5 ppt and 8 ppt respectively. There were several compounds associated with wastewater that were also detected at each site. Carbamazepine, an anticonvulsant medication to treat epilepsy and N,N-diethyl-metatoluamide, better known as the insect repellent called DEET, were detected at concentrations of 6 ppt and 64 ppt respectively. An antibiotic called Sulfamethoxazole was detected at Q2 and Q5 averaging 16 ppt.

For the eighth consecutive year, the Formbloom project buoy was deployed near the lake pumping station's east intake. The buoy is owned by the University of Saskatchewan and is managed by a limnology research team led by Dr. Helen Baulch and Dr. Jason Venkiteswaran of the Global Institute for Water Security. The buoy is a forecasting tool containing a weather station and various sensors designed to monitor and help understand key environmental factors that drive cyanobacteria bloom onset, duration, and cessation while also evaluating the impact blooms have on ecosystem services such as treating water from Buffalo Pound Lake. Since the Buffalo Pound Water Treatment Corporation is a significant stakeholder of Buffalo Pound Lake, the Corporation has supported the work of the research team since 2014. In addition to receiving published research papers, managers and operators use real time weather and water quality data from the

buoy to monitor rapid changes in water quality parameters. The real time data aids Plant operators to be proactive in minimizing treatment process upsets when light winds, rapid increases in daytime temperatures, and high concentrations of cyanobacteria are occurring at the intakes.



After the 2021 bloom season, the buoy which has been in service since 2014 reached the end of its useful life. A combination of structural deterioration and several sensors that stopped working and can't be replaced has necessitated a replacement. In support of Dr. Baulch's continued research and the need to have real time monitoring of rapid changes in raw water quality to assist operations, the BPWTC Board of Directors approved the purchase of a replacement buoy which has been nicknamed "Superbuoy". The new buoy will have the same functionality as the previous, but it will come with several enhancements that include cameras to monitor bloom scum formation, more accurate carbon dioxide sensors, and a winter hardy apparatus to provide year round monitoring. Superbuoy is expected to arrive and be deployed prior to the start of the 2022 cyanobacteria bloom season. Dr. Baulch and her team will continue to operate and maintain Superbuoy. Visit the following links for more information

on the Corporation's partnership with the research team:

- <https://news.usask.ca/> - USask researcher's cutting-edge buoy aims to secure water source for Regina and Moose Jaw.
- Research Impact Profiles - Global Water Futures - University of Saskatchewan (usask.ca).

The laboratory at the Plant has been analyzing many components of raw and treated water over the years. The database of Buffalo Pound Lake water quality extends from 1969 to the present. The database of the Upper Qu'Appelle River Watershed, which includes Lake Diefenbaker, covers the years from 1980 to the present. These long-term databases prove very useful to various government agencies including the Water Security Agency and university researchers that request to use them. The Joint-Venture (JV) team has recently used the data to assist in the design of various processes for the Plant Renewal Project. Work is ongoing to defragment the various spreadsheet data files by programming and integrating them into a MS-SQL relational database management system for more efficient retrieval of past and addition of future information.

OPERATIONS BUDGET

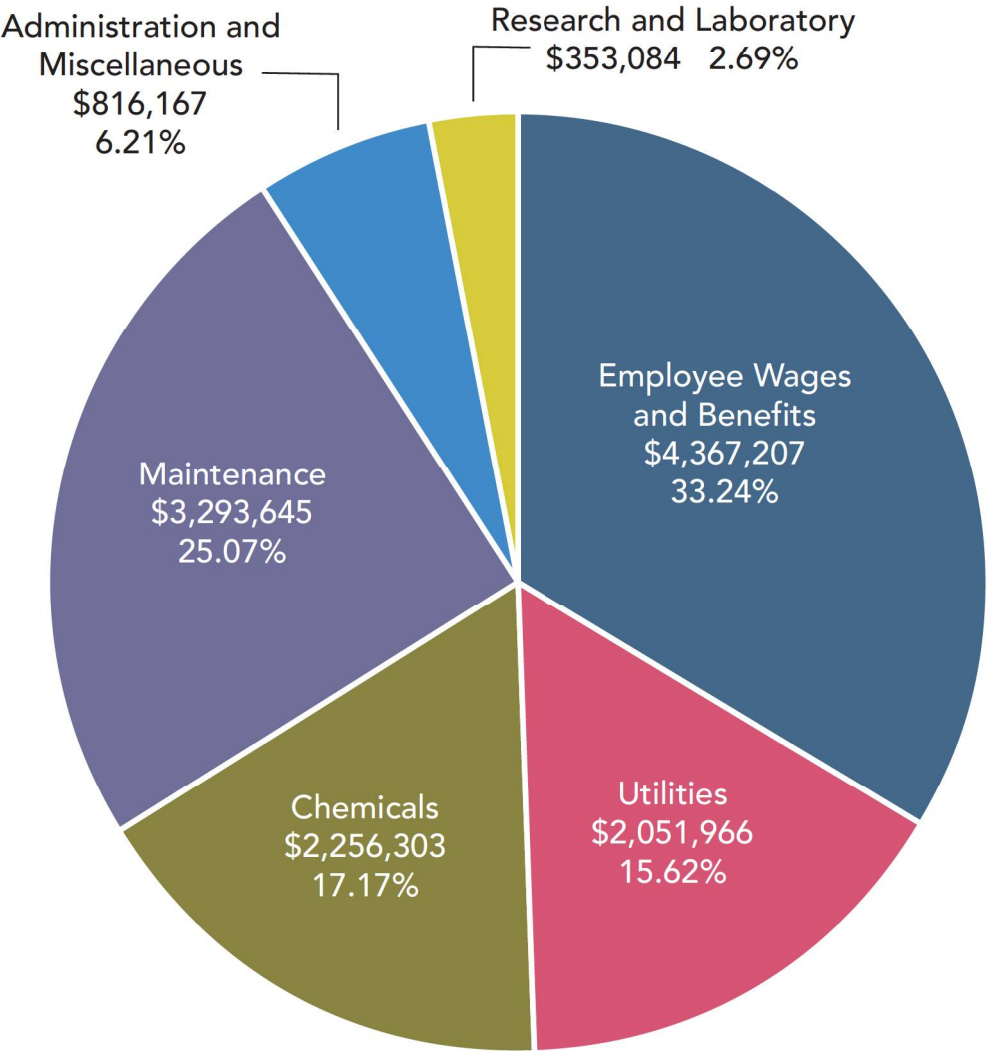
FINANCIAL HIGHLIGHTS			YEAR ENDED DEC 31, 2020	YEAR ENDED DEC 31, 2021	% CHANGE
WATER RATES (ML)					
CITIES			\$355.00	\$360.00	1.41%
SASK WATER			\$355.00	\$360.00	1.41%
CAPITAL WATER RATES (ML)					
CITIES			\$ 215.00	\$ 250.00	16.28%
SASK WATER			\$ 311.39	\$ 386.68	24.18%
POWER					
CITIES			\$ 0.11799	\$ 0.1179	0%
SASK WATER			\$ 0.12979	\$ 0.12979	0%
OPERATIONS TOTAL REVENUE	(\$ MILLIONS)		13.19	13.29	0.78%
TOTAL EXPENDITURES			12.17	13.14	7.95%
Surplus (Deficit)			1.02	0.15	-84.89%
Operating Reserve			2.00	2.13	6.50%
CAPITAL TOTAL REVENUE	(\$ MILLIONS)		20.65	73.51	255.97%
TOTAL EXPENDITURES			30.91	20.16	-34.60%
Surplus (Deficit)			-10.26	53.29	-6.19
Capital Reserve			37.26	90.56	143.05%
WATER SALES (ML)	FORECASTED (2020)	ACTUAL	FORECASTED (2021)	ACTUAL	% Change (2021)
REGINA	30,000.00	29,554.15	29,300.00	29,618.54	1.09%
MOOSE JAW	5,350.00	5,084.60	5,075.00	5,143.84	1.36%
SASK WATER	215.00	221.55	200.00	219.11	9.56%

NOTES:

1. The Operating Reserve is intended to offset the impact of wet years or years with low water sales.
2. The Capital Reserve is intended to complete projects that are in progress with the bulk of it to fund the generational Plant Renewal Project and fund emergency repairs.
3. The Capital Revenue of \$73.51M in 2021 included a \$60M loan for the Plant Renewal Project.

Audited financial statements start on page 57.

Graph 4 • Expenses for 2021 as a Percent of the Total Budget.



WATER QUALITY AND COMPLIANCE REPORT FOR 2021

INTRODUCTION

The Water Security Agency requires each Permittee to monitor water quality as stipulated under its Permit to Operate a Waterworks. Permittees are also required to prepare an annual report to their customers and the Saskatchewan Water Security Agency summarizing the analytical results of the monitoring in a report entitled "Drinking Water Quality and Compliance Report."

For more information about the meaning and type of sample refer to the Water Security Agency's "Municipal Drinking Water Quality Monitoring Guidelines, or the associated website <http://www.saskh2o.ca/DWBinder/epb205.pdf>.

The guidelines for Canadian Drinking Water Quality are developed by the Federal – Provincial-Territorial Committee on Drinking Water and are published by Health Canada. The province of Saskatchewan utilizes the guidelines in issuing Permits to Operate for regulated water works. Guidelines for chemical and physical parameters are either:

1. Health based and listed as a Maximum Acceptable Concentration (MAC);
2. Based on aesthetic considerations and listed as an Aesthetic Objective (AO); or
3. Established based on operational considerations and listed as an Operational Guidance value (OG).

Throughout this document the analytical values are reported as well as the units of measure. Many parameters are not detectable in the treated water. Wherever the "less than sign" (<) is used it is followed by the method detection limit. This means that the

parameter was not detected at or above the level indicated.

The Buffalo Pound Water Treatment Plant was fully compliant with the requirements for sample submission as defined in our Permit to Operate a Waterworks No. 00050083-07-01.

Water Quality Standards – Bacteriological Quality

According to its Permit to Operate a Waterworks the Buffalo Pound Water Treatment Plant is required to analyze one sample every week from the treated water for Bacteriological Quality. Results of that sampling follow. All required samples were submitted over the year, none of which had detectable coliform or background organisms.

Parameter	Limit	Number of Samples Submitted	Number of Samples Exceeding Limit
Total Coliforms	0 per 100 ml	53	0
Background Organisms	<200 per 100 ml	53	0

Water Quality Standards – Filter Turbidity

The Buffalo Pound Water Treatment Plant is required to monitor the effluent turbidity from all twelve filters on a Continuous Basis. The turbidity from each individual filter shall be less than 0.3 NTU, 95% of the time. The turbidity shall not exceed 0.3 NTU for more than 12 consecutive hours and shall never exceed 1.0 NTU. If, on those occasions when the monthly average of the source water turbidity is less than 1.5 NTU, the water turbidity levels from each filter must be less than 0.2 NTU, 95% of the time, the turbidity shall not exceed 0.2 NTU for more than 12 consecutive hours and shall never exceed 1.0 NTU.

This Plant's SCADA Control System automatically generates an alarm if a filter effluent turbidity exceeds 0.3 NTU. If the turbidity exceeds 0.4 NTU at any time, the Plant's SCADA Control System automatically closes the filter effluent valve, turning off the filter. The plant's operating permit requires on-line turbidity monitoring on the effluent of each of its twelve filters. A problem with the turbidity monitor or data transfer system to the plant's SCADA requires a shutdown of the affected filter. To address this possibility the plant has a second independent turbidimeter on each filter so that continuous monitoring can be maintained even if the first turbidimeter fails. A fault condition

on any one turbidimeter will also generate an alarm.

By maintaining these turbidity requirements, the water treatment plant receives a credit of 2.0 log inactivation of viruses and 3.0 log inactivation/removal of giardia cysts and cryptosporidium oocysts.

Water Quality Standards – Fluoride

The Buffalo Pound Water Treatment Plant did not add fluoride to the water pumped to the City of Moose Jaw in 2021 as a result of equipment failure in October in 2018. A new liquid fluoride feed system was installed in 2021. It is expected to be commissioned and put into service in January 2022.

Water Quality Standards – Disinfection

To ensure adequate disinfection, the Buffalo Pound Water Treatment Plant must monitor both ultraviolet (UV) dose and chlorine residual of the treated water on a continuous basis. The UV dosage and UV transmittance must be greater or equal to 5.8 mJ/cm² and 85% respectively for the plant to receive a minimum 2.0 log Cryptosporidium inactivation credit. In addition, free chlorine residual in the treated water is normally kept in a range of 1.1 to 1.4 mg/L thereby insuring a minimum credit of 2.0 log inactivation of viruses. At no time can the free chlorine residual be less than 0.1 mg/L in the water entering the distribution systems.

In the event that the UV system fails, the SCADA activates an alarm of the condition and a minimum 0.5 log removal and/or inactivation of Giardia disinfection requirement must then be obtained. Operators add additional free chlorine

above the normal operating range of 1.1 to 1.5 mg/L leaving the clearwells to achieve the temporary disinfection requirement. The amount of additional free chlorine residual required depends on flow rates, pH, and water temperature. Operators use contact time (CT) tables within applicable Standard Operating Procedures (SOPs) and/or spreadsheet calculator to determine the minimum free chlorine residual and maximum plant flow required. When the UV system is returned to service, the facility again receives a minimum 2.0 log Cryptosporidium inactivation credit. Free chlorine residual of the treated water is returned to the normal range and is sufficient to achieve a minimum 2.0 log inactivation of viruses. Plant flows are also returned to normal to meet full demand.

When the UV and chlorine systems are working normally, the SCADA control system will automatically shut off pumping to the Cities if the free chlorine residual exiting

the clearwells is less than 0.6 or 0.9 mg/L depending on seasonality. If the UV system becomes inoperable, the low chlorine residual setpoint to automatically shutoff pumping to the cities is adjusted by operators as outlined in the applicable SOPs depending on maximum flow rate, pH and water temperature. This ensures that the minimum disinfection requirements are met in the treated water.

Water Quality Standards – Chemical – General

As part of the plant's "Permit to Operate" a general chemical analysis is required once in every three month period from the treated water. Only two of these parameters have an established Maximum Acceptable Concentration (MAC). Eight others have an Aesthetic Objective (AO) which is desirable but has no impact on human health. Four analytes have no MAC or AO but are collected upon the request of the Water Security Agency.

Parameter (mg/L) unless stated	Feb. 8	May 10	Aug. 9	Nov. 8	MAC	No. of Samples Exceeding MAC or AO
Nitrate	0.07	0.14	0.33	1.17	45	0
Fluoride	0.13	0.10	0.10	0.11	1.5	0
					AO	
Alkalinity	171	141	78	133	500	0
Chloride	40.1	25.2	30.8	24.6	250	0
Hardness	234	200	139	195	800	0
Magnesium	26.4	21.2	18.6	20.7	200	0
pH (pH units)	7.58	7.42	7.06	7.44	7.0 to 10.5	0
Sodium	47	36	35	34	300	0
Sulphate	116	111	96	106	500	0
Total Dissolved Solids	350	314	262	310	1500	0
Carbonate	ND	ND	ND	ND	None*	
Calcium	52	47	28	44	None*	
Conductivity (uS/cm)	661	558	453	542	None*	
Bicarbonate	208	172	95	162	None*	

ND – Not Detected

None* No MAC or AO but requested by the WSA

Water Quality Standards – Chemical – Health

The Buffalo Pound Water Treatment Plant is required to sample the treated water for the following parameters once in every six-month period. Sixteen of these parameters have an established MAC. Three parameters have guideline values which establish a target that could be expected from well-functioning water treatment plants or are aesthetic objectives for the taste or appearance of treated water. Silver is included here upon the request of the Water Security Agency.

Parameter (mg/L)	May 10	Nov. 15	MAC	Number of Samples Exceeding MAC
Antimony	<0.0002	<0.0002	0.006	0
Arsenic	0.0006	0.0003	0.010	0
Barium	0.055	0.055	1.0	0
Boron	0.04	0.03	5.0	0
Bromate	<0.005	<0.005	0.01	0
Cadmium	<0.00001	<0.00001	0.005	0
Chlorate	<0.05	<0.05	1.0	0
Chlorite	<0.05	<0.05	1.0	
Chromium	<0.0005	<0.0005	0.050	0
Copper	0.0008	<0.0002	2.0	0
Cyanide	<0.001	0.002	0.200	0
Lead	<0.0001	<0.0001	0.010	0
Manganese	<0.0005	<0.0005	0.12	0
Mercury	<0.000001	<0.000001	0.001	0
Selenium	0.0003	0.0002	0.010	0
Uranium	0.0004	0.0004	0.020	0
			Operational Guidance Value or Aesthetic Objective	Number of Samples Exceeding Guideline
Aluminum	0.028	0.015	0.1 (annual average)	0
Iron	<0.0005	<0.0005	0.3	0
Silver	<0.00005	<0.00005	None*	0
Zinc	<0.0005	<0.0005	5.0	0

*Health Canada has not established a guideline as drinking water is not a significant source of silver.

Water Quality Standards – Pesticides

Once per year the Buffalo Pound Water Treatment Plant is required to have the treated water analyzed for the following pesticides. The fourteen of the parameters listed below have an established MAC or IMAC (interim MAC).

Highlighted chemicals may be withdrawn from the Canadian Drinking Water Quality Guidelines.

Parameter (mg/L)	Aug. 30	MAC	IMAC	Number of Samples Exceeding Limit
Atrazine	<0.0001		0.005	0
Bromoxynil	<0.00010		0.005	0
Carbofuran	<0.00050	0.09		0
Chlorpyrifos	<0.00010	0.09		0
Dicamba	<0.00010	0.12		0
2,4-D	<0.00010		0.1	0
Diclofop-methyl	<0.00010	0.009		0
Dimethoate	<0.00010		0.02	0
Glyphosate	<0.00020	0.28	0.28	0
Malathion	<0.00010	0.19		0
MCPA	<0.00010	0.10		0
Pentachlorophenol	<0.00050	0.06		0
Picloram	<0.00010		0.19	0
Trifluralin	<0.00010		0.045	0

Water Quality Standards
– Disinfection By-Product
– Total Trihalomethanes

As part of the plant's "Permit to Operate" an analysis for total trihalomethanes (TTHMs) is required once per month from the treated water. The MAC is 0.1 mg/L, or, 100 µg/L (parts per billion) for the sum of four trihalomethanes on an annual average. The annual average of total trihalomethanes was 23 µg/L which is well below the MAC and down substantially from 35 µg/L in 2019 – the last full year prechlorination was used. In 2021, prechlorination was necessary from mid June to the end of October to relieve floc settling problems caused by buoyancy of cyanobacteria. However, when prechlorination was not used, disinfection byproduct precursors were removed prior to adding chlorine which resulted in significant reductions in THMs consumed by customers.

Parameter (µg/L)	Jan 11	Feb 8	Mar 15	Apr 12	May 17	Jun 14
Chloroform	12	12	11	9	12	2
Bromodichloromethane	5	4	4	3	6	<1
Dibromochloromethane	1	1	1	<1	2	<1
Bromoform	<1	<1	<1	<1	<1	<1
Total Trihalomethanes	18	17	16	12	20	2
	July 12	Aug 9	Sept 13	Oct 12	Nov 8	Dec 6
Chloroform	9	37	43	34	30	16
Bromodichloromethane	1	5	8	7	11	5
Dibromochloromethane	<1	<1	<1	<1	2	<1
Bromoform	<1	<1	<1	<1	<1	<1
Total Trihalomethanes	10	42	51	41	43	21

Water Quality Standards
– Disinfection By-Product
– Haloacetic Acids (HAA5s)

The Buffalo Pound Water Treatment Plant is obligated to sample for Haloacetic Acids every three months. The annual average of quarterly samples was <10 µg/L and well below the MAC of 80 µg/L which is also based on an average of four samples. The 2021 results are as follows:

Parameter (µg/L)	Feb 8	May 10	Aug 10	Nov 15	Annual Average	MAC (Average)
HAA5	10	11	<10	<10	<10	80

Water Quality Standards – Synthetic Organics

The Buffalo Pound Water Treatment Plant is required to submit one (1) sample per year for analysis for various organics originating from industrial activities.

Parameter	Aug 30 (mg/L)	MAC (mg/L)	IMAC (mg/L)	Number of Samples Exceeding Limit
Benzene	<0.00050	0.005		0
Benzo(a)pyrene	<0.000050	0.00001		0
Carbon Tetrachloride	<0.00050	0.005		0
Dichlorobenzene 1,2	<0.00050	0.200		0
Dichlorobenzene 1,4	<0.00050	0.005		0
Dichloroethane 1,2	<0.00050		0.005	0
Dichloroethylene 1,1	<0.00050	0.014		0
Dichloromethane	<0.0010	0.050		0
Dichlorophenol 2,4	<0.0003	0.900		0
Ethylbenzene	<0.00050	0.14		0
Monochlorobenzene	<0.00050	0.08		0
Perfluorooctanesulfonate	<0.00001	*		0
Perfluorooctanoic Acid	<0.00001	*		0
Tetrachloroethylene	<0.00050	0.01		0
Tetrachlorophenol 2,3,4,6	<0.0005	0.1		0
Trichloroethylene	<0.0010	0.05		0
Trichlorophenol 2,4,6	<0.0005	0.005		0
Vinyl Chloride	<0.00050	0.002		0
Xylenes	<0.00050	0.09		0

*under development by Health Canada.

Highlighted chemicals may be withdrawn from the Canadian Drinking Water Quality Guidelines.

Water Quality Standards – Radiological

The Buffalo Pound Water Treatment Plant is required to submit one (1) sample per year for the measurement of gross alpha and gross beta activity. Should those measures exceed the MACs, an additional larger sample must be submitted for the estimation of contributions to activity from various individual radioisotopes. Additional analyses were not necessary as the gross alpha and gross beta activity were both less than the MAC.

Parameter	Sept 20	MAC
Gross Alpha (Becquerel/L)	<0.22	0.5
Gross Beta (Becquerel/L)	0.12 ± 0.02	1.0

Water Quality Standards – Microcystin

The Buffalo Pound Water Treatment Plant is required to submit monthly samples from May through October for Microcystin LR or Total Microcystin toxins from both the raw and treated water. Microcystins may be produced by various cyanobacteria. The microcystin MAC for drinking water is 1.5 µg/L. Microcystin was not detected in the treated water.

Date	Microcystin (µg/L)	
	Raw Water	Treated Water
May 3	<0.1	<0.1
June 14	0.38	0.04
July 12	0.2	<0.1
August 9	0.4	<0.1
September 13	<0.1	<0.1
October 25	<0.1	<0.1

Raw Water Analysis Giardia and Cryptosporidium

Although not a regulated water quality parameter the Buffalo Pound Water Treatment Plant is required to sample the raw water on a quarterly basis for the presence of *Giardia* spp. and *Cryptosporidium* spp. which are waterborne protozoa. The filter cartridges are limited by particulates in the raw water so the volumes actually filtered can vary substantially. *Cryptosporidium* oocysts and *giardia* cysts were not detected in the four raw water samples.

Date	Giardia (cysts per 100L)	Cryptosporidium (oocysts per 100L)
February 22	<2.0	<2.0
May 17	<2.0	<2.0
September 20	10	<10
December 6	<4.8	<4.8

Water Security Agency (WSA) Inspection Finding and Corrective Action

A WSA inspection completed in September 2021 revealed that the UV reference sensor, used to verify dose measurements of each duty UV sensor in an active UV reactor, was not calibrated within the past year. A misinterpretation of the wording WSA used in the Permit to Operate regarding UV sensor calibration was the root cause.

Despite the misunderstanding, plant maintenance staff were always performing verification of duty sensors with a calibration sensor at a higher frequency than the reactors' manufacturer's recommendation. During the inspection's closing meeting, management and WSA discussed the calibration requirement and

came to a mutual understanding of what was required. Management immediately implemented the required corrective action. At all times, the active UV reactor's UV dose was compliant with requirements and in no way was public health compromised.

2021 - BUFFALO POUND WATER QUALITY DATA: RAW LAKE WATER

PARAMETERS	UNITS	JAN AVG	FEB AVG	MAR AVG	APR AVG	MAY AVG	JUN AVG	JUL AVG	AUG AVG	SEP AVG	OCT AVG	NOV AVG	DEC AVG	YEAR AVG	YEAR MIN	YEAR MAX
PHYSICAL																
Colour (Apparent)	Pt/Co	5	9	8	4	5	5	10	19	10	8	3	3	8	3	30
Conductivity	µS/cm	605	658	657	539	542	485	456	433	462	512	524	571	546	426	675
Bench Diss. Oxygen	mg/L	10.8	9.5	13.4	10.8	9.4	9.6	6.9	8.9	7.4	8.7	11.5	14.4	10.2	6.9	14.4
Bench Diss. Oxygen	%	85.0	73.2	111.5	89.2	93.0	103.8	80.2	96.9	76.7	79.1	88.0	107.0	90.9	65.8	118.2
ON-LINE Diss. Oxygen	%	107.3	90.7	123.9	114.0	103.8	119.1	112.6	93.2	85.7	89.3	101.8	123.4	106.0	75.2	153.6
Odour	T.O.N.	18	25	36	55	70	80	115	175	80	40	8	14	59	10	200
pH	pH units	8.40	8.13	8.34	8.36	8.41	8.63	8.60	8.88	8.39	8.31	8.40	8.58	8.45	8.03	9.03
Temperature	° C	4.6	4.5	6.5	7.4	14.3	18.7	23.8	20.7	18.1	10.1	3.1	2.7	11.2	1.7	24.4
Turbidity	NTU	1.1	1.3	1.6	1.5	1.7	3.4	5.9	7.2	3.6	6.0	4.4	4.5	3.5	0.8	17.1
TDS	mg/L	392	374	437	324	309	287	274	267	290	318	291	348	322	250	450
TSS	mg/L	0	0	0	0	0	6	7	6	6	0	6	0	3	0	12
Langelier Saturation Index	pH units (calc)	0.36	0.20	0.54	0.30	0.59	0.66	0.67	0.69	0.24	0.46	0.19	0.66	0.46	0.11	0.82
MAJOR CONSTITUENTS																
Alkalinity (p)	mg/L CaCO3	<DL	<DL	2	<DL	3	5	4	4	1	<DL	<DL	4	2	<DL	7
Alkalinity (total)	mg/L CaCO3	184	203	208	171	168	140	129	116	142	161	166	181	162	115	210
Bicarbonate	mg/L	224	247	249	207	199	160	148	132	170	197	200	211	193	124	256
Carbonate	mg/L	<DL	<DL	2	<DL	3	6	5	5	1	<DL	<DL	5	2	<DL	9
Calcium	mg/L	50	55	56	47	48	37	33	28	37	42	47	50	44	27	57
Magnesium	mg/L	25	27	27	22	21	19	19	19	19	20	21	22	22	19	28
Hardness (total)	mg/L CaCO3	224	248	249	203	202	178	161	143	161	188	196	219	201	140	257
Sodium	mg/L	42	47	48	36	34	33	32	35	33	36	33	37	38	32	49
Potassium	mg/L	5.1	5.5	5.5	4.3	4.4	3.8	3.8	4.2	4.2	4.5	4.4	4.6	4.6	3.8	5.7
Sulphate	mg/L	108	119	118	92	93	86	81	78	87	90	93	102	95	77	121
Chloride	mg/L	17.9	19.8	19.5	15.1	14.6	13.1	13.0	16.5	14.1	15.0	14.7	15.8	15.7	12.9	20.1
TRACE CONSTITUENTS																
Aluminum (dissolved 0.45µ)	µg/L	20	8	15	<DL	92	80	17	171	15	18	13	58	53	<DL	301
Aluminum (Total)	µg/L	17	17	10	35	241	131	141	79	66	94	44	216	91	10	241
Ammonia N	mg/L N	<DL	<DL	0.04	<DL	<DL	<DL	<DL	0.11	<DL	0.07	<DL	<DL	<DL	<DL	0.22
BOD (5-day)	mg/L	7.2	2.1	4.7	3.4	2.0	3.8		6.9	4.4	3.3	2.5	5.7	4.2	2.0	7.2
Bromide	mg/L					<DL								<DL	<DL	<DL
Chlorophyll a	µg/L	20	27	16	5	3	31	28	52	26	10	3	24	21	3	96
Fluoride	mg/L	0.20	0.20	0.19	0.17	0.16	0.16	0.17	0.16	0.17	0.18	0.17	0.17	0.18	0.16	0.20
Iron (dissolved)	mg/L	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
Iron (Total)	mg/L												0.10	0.10	0.10	0.10
Manganese (dissolved)	mg/L	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
Manganese (Total)	mg/L												<DL	<DL	<DL	<DL
Nitrate	mg/L	0.05	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	0.18	<DL	<DL	<DL	0.25
Organic N	mg/L N	<DL	0.55	0.60	0.45	0.40	0.60	0.70	0.55	0.80	0.80	<DL	<DL	0.51	<DL	1.00
Raw TOC	mg/L C (UV)	6.1	6.5	6.7	5.7	5.2	5.5	6.8	7.7	8.2	6.4	5.3	5.7	6.4	5.0	10.0
Raw DOC (GF diss)	mg/L C (UV)	5.7	5.9	5.9	5.3	4.8	4.8	5.5	6.4	6.6	5.7	4.9	5.1	5.6	4.5	8.0
UV absorbance @ 254nm	Abs 10cm	0.888	0.948	0.938	0.780	0.730	0.736	0.885	0.956	0.977	0.861	0.754	0.792	0.854	0.686	1.036
SUVA	L / mg m	1.568	1.608	1.595	1.463	1.525	1.546	1.550	1.554	1.476	1.508	1.544	1.541	1.540	1.115	1.880
PreFM UV abs @ 254nm	Abs 10cm						0.689	0.708	0.801	0.796	0.686			0.744	0.613	0.923
Phosphate (ortho)	µg/L P	4	2	2	3	6	<DL	14	13	7	10	21	4	7	<DL	21
Phosphate (total)	µg/L P	43	39	36	33	37	49	78	113	88	58	49	41	55	33	122
Silica (SiO3)	mg/L	3.9	3.8	2.7	1.4	0.8	0.3	1.7	3.1	4.3	5.4	4.1	2.0	2.8	0.3	5.4

2021 - BUFFALO POUND WATER QUALITY DATA: RAW LAKE WATER

PARAMETERS	Units	JAN AVG	FEB AVG	MAR AVG	APR AVG	MAY AVG	JUN AVG	JUL AVG	AUG AVG	SEP AVG	OCT AVG	NOV AVG	DEC AVG	YEAR AVG	YEAR MIN	YEAR MAX
TRACE CONSTITUENTS																
PreFM (chlorinated raw water)																
TTHMs (total)	µg/L(calc)							52	64	47	32			49	27	68
Chloroform	µg/L							41	51	39	26			39	22	55
Bromodichloromethane	µg/L							10	11	8	6			9	5	11
Chlorodibromomethane	µg/L							<DL	2	<DL	<DL			1	<DL	9
Bromoform	µg/L							<DL	<DL	<DL	<DL			<DL	<DL	<DL
BIOLOGICAL																
Blue Green Algae (x10³)	per litre	78	50	320	133	356	4,618	9,611	8,639	3,956	1,300	617	838	2,534	<DL	21,111
Green Algae (x10³)	per litre	3,283	5,375	13,502	6,322	5,339	10,573	16,056	26,222	5,262	331	331	920	7,775	156	38,667
Diatoms (x10³)	per litre	167	417	3,267	1,133	867	818	2,222	1,083	942	103	483	682	1,047	22	4,667
Flagellates (x10³)	per litre	178	144	271	233	622	1,198	4,667	3,361	1,102	44	83	131	978	<DL	8,889
Crustaceans	per litre	5	<3	<3	7	7	34	8	19	4	31	30	6	13	<3	77
Nematodes (x10³)	per litre	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	44
Rotifers (x10³)	per litre	<DL	<DL	<DL	22	<DL	22	56	83	44	<DL	<DL	<DL	19	<DL	333
Other (x10³)	per litre	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
Total Green & B-G	per litre	3,361	5,425	13,822	6,456	5,694	15,191	25,667	34,861	9,218	1,631	947	1,758	10,310	256	51,333
BACTERIOLOGICAL																
Total Coliforms (mEndo)	per 100 ml	<DL	4	<DL	<DL	30	100	500	3,250	200	<DL	55	<DL	324	<DL	6,000
Total Coliforms (background, mEndo)	per 100 ml	141	88	146	535	2,460	5,720	36,500	36,875	39,375	3,300	1,498	180	10,065	22	75,500
Total Coliforms (MPN)	per 100 ml	5	11	14	37	83	362	4,701	4,634	3,112	384	136	34	995	3	8,164
E. coli (MPN)	per 100 ml	<DL	<DL	<DL	<DL	3	<DL	1	10	60	3	1	<DL	7	<DL	122
Standard Plate Count	per 1 ml	7	6	7	18	88	219	1,293	1,063	4,496	203	115	83	697	2	18,810
CHEMICAL DOSES																
Alum	mg/L			99	83	70	76	65	75	68	53	55	58	71	45	100
Alum\Raw DOC	ratio			16.83	15.46	14.63	16.06	11.35	12.20	10.28	9.17	11.29	11.29	12.93	8.52	21.37
Alum-DOC Stoich	ratio			1.36	1.25	1.19	1.30	0.92	0.99	0.83	0.74	0.92	0.92	1.05	0.69	1.73
Chlorine-pre	mg/L						3.6	5.0	7.6	5.0	3.7			5.2	2.6	8.0
Chlorine-intermed	mg/L	1.5	1.4	1.1	0.9	0.9	1.4					1.5	0.8	1.2	0.6	3.2
Chlorine-post	mg/L	1.5	1.5	1.5	1.4	1.5	1.5	1.5	1.4	1.5	1.4	1.6	1.6	1.5	0.8	1.8
Plant Flow	MLD	86.3	96.5	93.0	93.5	96.8	141.0	143.8	126.3	115.2	89.5	80.5	82.4	104.0	60.0	153.0
Qu'Appelle Dam Flow	cu m/s	1.80	1.78	1.84	8.85	10.65	9.54	7.23	6.80	7.34	1.50	1.90	2.02	5.05	0.0	11.0
Fluoride (Set Point for MJ)	mg/L															
Powdered Carbon	mg/L															
CPAC Train A	mg//L	34.3	38.8			37.5	38.9	35.0	41.9	39.5	30.6	35.0	33.5	36.5	25.0	50.0
CPAC Train B	mg//L	32.8	37.3											35.0	32.0	41.0
Total Chlorine dose	mg/L (Calc)	3.0	3.0	2.6	2.2	2.4	3.3	6.5	9.0	6.5	5.1	3.1	2.4	4.1	2.0	9.2
Date GAC's ON														19-MAY		
Date GAC's OFF														20-DEC		
Date Ice ON Lake														17-NOV		
Date Ice OFF Lake														09-APR		
Date PAC ON																
Date PAC OFF																
CHLORINE RESIDUALS EXIT PLANT (week avg.)																
Free Chlorine (CW)	mg/L (calc)	1.28	1.42	1.31	1.33	1.32	1.34	1.23	1.28	1.28	1.24	1.29	1.30	1.30	1.19	1.71
Combined Chlorine (CW)	mg/L (calc)	0.32	0.35	0.29	0.25	0.19	0.10	0.15	0.18	0.17	0.17	0.17	0.22	0.21	0.06	0.39

2021 - BUFFALO POUND WATER QUALITY DATA: TREATED WATER

PARAMETERS	UNITS	JAN AVG	FEB AVG	MAR AVG	APR AVG	MAY AVG	JUN AVG	JUL AVG	AUG AVG	SEP AVG	OCT AVG	NOV AVG	DEC AVG	YEAR AVG	YEAR MIN	YEAR MAX
PHYSICAL																
Colour (Apparent)	Pt/Co	<DL	<DL	<DL	3	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	3
Conductivity	µS/cm	620	661	683	548	558	514	475	453	482	528	542	586	554	453	683
Diss. Oxygen	mg/L	12.0	14.4	12.6	12.5	11.1	7.6	6.4	6.4	8.3	8.9	12.1	12.7	10.4	6.4	14.4
% Sat. Diss. Oxygen	%	91.3	110.0	96.9	97.4	101.1	80.7	75.4	73.6	86.6	80.5	93.2	93.4	90.0	73.6	110.0
Odour(Dechlorinated)	T.O.N.	5	6	8	8	6	1	<1	2	2	1	2	3	3	<1	10
PreGAC Odour	T.O.N.					8	5	7	53	44	11	5	5	18	4	80
Odour Removal by Coagulation and Filtration	%	72.5%	73.8%	74.0%	85.4%	89.0%	94.0%	93.5%	66.3%	46.3%	70.8%	57.5%	62.0%	73.4%	25.0%	95.0%
Odour Removal Overall	%	72.5%	73.8%	74.0%	85.4%	91.9%	99.0%	99.7%	98.6%	97.7%	97.1%	86.3%	77.0%	87.7%	40.0%	100.0%
PreFM pH	pH units						8.58	8.20	8.03	7.93	7.86			8.06	7.75	8.70
Coagulation pH - Channel 1	0	7.53	7.45	7.08	7.12	7.43	7.38	7.26	7.10	7.18	7.51	7.44	7.56	7.33	7.03	7.91
Coagulation pH - Channel 2	pH units	7.52	7.46	7.09	7.14	7.19	7.06	6.98	6.86	6.96	7.18	7.27	7.33	7.17	6.79	7.56
Clearwell pH	pH units	7.64	7.56	7.29	7.31	7.40	7.34	7.23	7.04	7.10	7.32	7.41	7.50	7.34	6.98	7.67
Temperature	°C	3.7	3.7	5.4	6.5	12.8	18.7	24.0	20.8	16.3	10.1	2.9	2.5	10.6	1.2	24.8
Turbidity	NTU	0.09	0.11	0.11	0.09	0.09	0.09	0.10	0.08	0.09	0.08	0.07	0.10	0.09	0.06	0.12
Total Dissolved Solids	mg/L	388	350	442	296	318	295	270	262	292	317	292	344	314	246	442
Total Suspended Solids	mg/L	0.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.1	0.0	1.0
Turbidity Log Removal	(calc)	1.12	1.10	1.15	1.20	1.28	1.53	1.76	1.93	1.60	1.68	1.54	1.54	1.45	0.98	2.39
Langelier Saturation Index	pH units (calc)	-0.40	-0.43	-0.80	-0.91	-0.53	-0.62	-0.88	-1.19	-1.01	-0.69	-0.76	-0.59	-0.74	-1.19	-0.40
MAJOR CONSTITUENTS																
Alkalinity(p)	mg/L CaCO ₃	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
Alkalinity(total)	mg/L CaCO ₃	160	175	159	130	139	108	99	81	107	133	137	151	129	78	179
Bicarbonate	mg/L	195	214	194	158	169	131	120	98	130	161	167	184	157	95	219
Carbonate	mg/L	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
Calcium	mg/L	50	52	56	45	47	37	32	27	36	43	46	49	41	26	56
Magnesium	mg/L	25	26	27	22	21	19	19	19	19	20	21	23	22	19	27
Hardness (total)	mg/L CaCO ₃	223	234	251	197	200	177	160	139	160	188	195	218	195	139	251
Sodium	mg/L	43	47	49	37	36	33	33	35	34	37	34	37	38	33	49
Potassium	mg/L	5.2	5.4	5.6	4.3	4.3	3.8	3.9	4.3	4.3	4.6	4.4	4.7	4.5	3.8	5.6
Sulphate	mg/L	107	117	170	129	111	106	96	95	104	105	107	117	110	94	170
Chloride	mg/L	35.0	38.2	22.3	16.7	25.0	25.7	25.2	29.5	27.6	27.4	24.7	24.4	26.7	16.7	38.2
TRACE CONSTITUENTS																
CLEAR WELL																
Aluminum (dissolved 0.45µ)	µg/L Chart	22	25	27	21	28	18	39	20	17	17	11	14	22	11	39
Aluminum (total)	µg/L Chart	42	37	32	21	30	20	43	21	18	19	11	17	26	11	43
Aluminum (total 12 mo avg)	µg/L	22	23	24	23	23	23	26	26	27	27	27	26			
Aluminum (particulate)	µg/L (Calc)	20	12	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	20
MIXED MEDIA FILTER A																
Aluminum (total)	µg/L	39	47	45	25	39	50	92	48	43	41	26	29	43	25	92
MIXED MEDIA FILTER L																
Aluminum (total)	µg/L	40	28	31	73	30	19	50	29	33	43	31	55	38	19	73
PREGAC																
Aluminum (dissolved)	µg/L						23	60	31	22	28	19	23	29	19	60
Aluminum (total)	µg/L Chart						30	70	36	28	36	25	33	37	25	70
Ammonia N	mg/L N	<DL	<DL	<DL	0.06	0.10	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	0.10
Bromide	mg/L					<DL								<DL	<DL	<DL
Fluoride	mg/L	0.14	0.13	0.10	0.08	0.10	0.09	0.12	0.10	0.09	0.12	0.11	0.12	0.11	0.08	0.14
Fluoride (MJ dose by ISE)	mg/L (wk avg)															
Iron (dissolved)	mg/L	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
Iron (total)	mg/L	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
Manganese (dissolved)	mg/L	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
Manganese (total)	mg/L	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL

PARAMETERS	UNITS	JAN AVG	FEB AVG	MAR AVG	APR AVG	MAY AVG	JUN AVG	JUL AVG	AUG AVG	SEP AVG	OCT AVG	NOV AVG	DEC AVG	YEAR AVG	YEAR MIN	YEAR MAX
PREGAC CONTINUED																
Nitrate	mg/L N	0.06	<DL	<DL	<DL	<DL	<DL	<DL	0.08	0.08	0.06	0.18	0.06	0.06	<DL	0.26
Organic N	mg/L N	0.20	0.20	0.20	0.20	0.20	<DL	0.10	<DL	0.10	0.10	<DL	<DL	0.11	<DL	0.20
CW TOC	mg/L C	3.7	3.9	3.7	3.4	2.5	0.9	1.6	1.9	2.3	2.5	2.4	3.0	2.6	0.6	4.2
CW DOC (GF diss)	mg/L C	3.7	3.9	3.8	3.4	2.5	0.9	1.6	1.9	2.2	2.5	2.5	3.1	2.7	0.6	4.1
PreGAC TOC (GF diss)	mg/L C					3.0	3.0	3.5	3.6	3.7	3.7	3.1	3.4	3.4	2.7	4.1
PreGAC DOC (GF diss)	mg/L C					3.0	3.0	3.4	3.6	3.7	3.7	3.1	3.4	3.4	2.7	4.0
TOC Removal by Coagulation & Filtration	% Removal	39.0%	40.3%	44.4%	39.8%	41.0%	45.7%	48.9%	51.7%	54.5%	41.2%	41.8%	39.2%	44.2%	31.3%	60.3%
DOC Removal by Coagulation & Filtration	% Removal	34.0%	34.3%	35.9%	36.0%	35.8%	36.8%	37.3%	42.3%	44.2%	35.0%	35.7%	32.2%	36.8%	27.7%	49.5%
DOC Removal by GAC Filtration	% Removal					80.0%	71.5%	53.5%	48.9%	39.0%	31.8%	21.1%	15.9%	42.3%	13.6%	80.0%
TOC Removal by GAC Filtration	% Removal					80.3%	71.8%	53.5%	47.9%	38.4%	32.5%	21.4%	15.9%	42.3%	10.0%	80.4%
CW Organic Carbon (diss @ 254nm)	Abs 10cm	0.456	0.495	0.466	0.382	0.277	0.044	0.109	0.164	0.202	0.232	0.256	0.339	0.284	<0.5	0.505
PreGAC Organic Carbon (diss @ 254nm)	Abs 10cm					0.378	0.347	0.407	0.448	0.446	0.468	0.414	0.450	0.422	0.276	0.516
Conventional SUVA	L / mg m	1.219	1.277	1.235	1.118	1.164	1.149	1.189	1.218	1.209	1.265	1.319	1.299	1.222	1.015	1.414
CW SUVA	L / mg m	1.219	1.277	1.235	1.118	1.081	0.479	0.741	0.874	0.900	0.917	1.035	1.104	0.993	0.043	1.360
Phosphate(ortho)	µg/L P	0	0	0	0	0	5	5	4	0	0	0	0	1	0	5
Phosphate(total)	µg/L P	9	6	6	6	5	6	<DL	6	<DL	4	6	4	5	<DL	9
Silica (SiO3)	mg/L	3.6	3.5	2.8	<DL	<DL	<DL	1.6	2.8	3.8	4.7	3.9	1.9	2.6	<DL	4.7
CLEARWELL																
TTHM's (total)	µg/L (calc)	18	17	17	16	14	2	15	43	48	40	25	19	23	1	52
Chloroform	µg/L	12	12	11	11	9	2	13	37	40	33	20	14	18	1	44
Bromodichloromethane	µg/L	5	5	4	4	4	<DL	2	6	8	7	5	5	4	<DL	9
Chlorodibromomethane	µg/L	<DL	1	1	1	1	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	2
Bromoform	µg/L	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
CHANNEL																
TTHM's (total)	µg/L (calc)	4	4	3	3	5	20	54	63	49	42	3	4	11	2	63
Chloroform	µg/L	4	4	3	3	4	15	40	50	38	32	3	3	9	2	50
Bromodichloromethane	µg/L	<DL	<DL	<DL	<DL	<DL	4	12	12	10	9	<DL	<DL	2	<DL	12
Chlorodibromomethane	µg/L	<DL	<DL	<DL	<DL	<DL	1	2	1	1	1	<DL	<DL	<DL	<DL	2
Bromoform	µg/L	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
PREGAC																
TTHM's (total)	µg/L (calc)					10	24	52	59	47	36	10	9	34	8	61
Chloroform	µg/L					7	17	40	47	37	28	8	7	26	6	50
Bromodichloromethane	µg/L					3	6	11	11	10	8	2	2	7	2	11
Chlorodibromomethane	µg/L					<DL	<DL	1	<DL	<DL	<DL	<DL	<DL	<DL	<DL	1
Bromoform	µg/L					<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
BIOLOGICAL																
Blue Green Algae	per litre	<DL	<DL	<DL	<DL	<DL	22,222	<DL	<DL	<DL	<DL	11,111	<DL	2,778	<DL	22,222
Green Algae	per litre	66,666	55,555	<DL	22,222	44,444	<DL	11,111	<DL	11,111	33,333	33,333	<DL	23,148	<DL	66,666
Diatoms	per litre	<DL	<DL	<DL	11,111	<DL	<DL	22,222	<DL	<DL	<DL	<DL	<DL	2,778	<DL	22,222
Flagellates	per litre	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
Crustaceans	per litre	<2	<2	<2	<2	<2	<2	<2	<2	<2	<2	<2	<2	<2	<2	<2
Nematodes	per litre	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
Rotifers	per litre	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
Other	per litre	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
BACTERIOLOGICAL																
Total Coliforms (mEndo)	per 100 ml	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
Total Coliforms (background, mEndo)	per 100 ml	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
Total Coliforms (MPN)	per 100 ml	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
E. coli (MPN)	per 100 ml	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL	<DL
Standard Plate Count	per 1 mL	<DL	<DL	0.2	<DL	<DL	<DL	<DL	0.5	<DL	<DL	<DL	<DL	0.1	<DL	1.0

*Note: Faecal Coliforms analyzed ONLY if Total Coliforms Detected.

BUFFALO POUND WATER TREATMENT CORPORATION AUDITED FINANCIAL STATEMENTS

To the Chair and Members of the Board of Directors of the Buffalo Pound Water Treatment Corporation:

Opinion

We have audited the financial statements of Buffalo Pound Water Treatment Corporation (the "Organization"), which comprise the statement of financial position as at December 31, 2021, and the statements of operations, changes in net financial liabilities and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2021, and the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Regina, Saskatchewan

March 30, 2022

MNP LLP

Chartered Professional Accountants

MNP


Buffalo Pound Water Treatment Corporation
STATEMENT OF FINANCIAL POSITION
[in dollars]

As at December 31

	2021	2020
FINANCIAL ASSETS		
Cash and cash equivalents (Note 3)	94,878,535	49,738,489
Accounts receivable		
City of Regina	1,362,526	-
City of Moose Jaw	412,492	408,268
GST receivable	1,250,266	1,690,570
Other	20,925	11,255
	97,924,744	51,848,582
FINANCIAL LIABILITIES		
Accounts payable and accrued liabilities	5,244,956	12,741,983
Employee benefit obligations (Note 4)	799,639	811,004
Long term debt (Note 7)	100,139,000	41,418,000
	106,183,595	54,970,987
Net financial liabilities	(8,258,851)	(3,122,405)
NON-FINANCIAL ASSETS		
Inventory of chemicals	128,452	224,048
Prepaid expenses	19,119	-
Tangible capital assets (Note 5)	106,210,567	90,890,613
Accumulated surplus (Note 6)	98,099,287	87,992,256


See accompanying notes.

SIGNED ON BEHALF OF THE BOARD


 Board of Director Chair


 Board Member-Chair of Finance and Audit Committee

SIGNED ON BEHALF OF THE CORPORATION


 President and CEO

Buffalo Pound Water Treatment Corporation
STATEMENT OF OPERATIONS
[in dollars]

For the year ended December 31

	Budget	2021	2020
REVENUE			
Operating contributions			
City of Regina	10,548,000	10,650,793	10,491,959
City of Moose Jaw	1,827,000	1,851,784	1,805,033
Sask Water	72,000	78,836	78,649
Capital contributions			
City of Regina	7,325,000	7,396,384	6,354,143
City of Moose Jaw	1,268,800	1,285,961	1,093,189
Sask Water	77,300	83,616	68,988
	21,118,100	21,347,374	19,891,961
Power charges	551,100	673,340	783,459
Miscellaneous revenue	9,000	37,370	29,506
Interest	300,000	280,046	596,143
Government contributions (Note 9)	16,340,100	4,461,767	12,533,729
	38,318,300	26,799,897	33,834,798
EXPENSES			
Employee wages and benefits (Schedule 1)	4,270,500	4,213,572	4,216,932
Amortization of tangible capital assets	-	2,945,123	3,219,659
Utilities (Schedule 1)	2,530,000	2,051,966	2,457,223
Chemicals (Schedule 1)	2,070,000	2,256,304	2,313,250
Equipment maintenance (Schedule 1)	2,742,000	2,277,931	1,667,294
Miscellaneous (Schedule 1)	512,000	650,599	563,785
Laboratory supplies and research (Schedule 1)	360,000	353,085	314,397
Building and ground maintenance (Schedule 1)	171,000	89,809	146,760
Administration (Schedule 1)	340,000	397,956	305,382
Interest expenses and bank charges (Schedule 1)	3,636,200	1,456,521	1,406,140
Reimbursement (Schedule 1)	-	-	5,736,685
	16,631,700	16,692,866	22,347,507
Excess of revenue over expenses	21,686,600	10,107,031	11,487,291
Accumulated surplus, beginning of year		87,992,256	76,504,965
Accumulated surplus, end of year		98,099,287	87,992,256

See accompanying notes.

Buffalo Pound Water Treatment Corporation

STATEMENT OF CHANGE IN NET FINANCIAL LIABILITIES

[in dollars]

For the year ended December 31

	2021	2020
Excess of revenue over expenses	10,107,031	11,487,291
Acquisition of tangible capital assets	(18,265,077)	(22,761,363)
Amortization of tangible capital assets	2,945,123	3,219,659
Consumption of inventory of chemicals	2,256,304	2,313,250
Acquisition of inventory of chemicals	(2,160,708)	(2,376,179)
Acquisition of prepaid expenses	(19,119)	-
Increase in net financial liabilities	(5,136,446)	(8,117,342)
Net financial assets, beginning of year	(3,122,405)	4,994,937
Net financial liabilities end of year	(8,258,851)	(3,122,405)

See accompanying notes.

Buffalo Pound Water Treatment Corporation

STATEMENT OF CASH FLOWS

[in dollars]

For the year ended December 31

	2021	2020
OPERATING ACTIVITIES		
Excess of revenue over expenses	10,107,031	11,487,291
Non-cash item		
Amortization of tangible capital assets	2,945,123	3,219,659
Net change in non-cash working capital balances		
in accounts receivable	(936,116)	203,438
in accounts payable and accrued liabilities	(7,497,027)	1,392,904
in employee benefit obligations	(11,365)	41,313
in inventory of chemicals	95,596	(62,929)
in prepaid expenses	(19,119)	-
Cash provided by operating activities	4,684,123	16,281,676
CAPITAL ACTIVITIES		
Acquisition of tangible capital assets	(18,265,077)	(22,761,363)
FINANCING ACTIVITIES		
Payment of long-term debt	(1,279,000)	(1,235,000)
Advances of long-term debt	60,000,000	-
Cash provided from financing activities	58,721,000	(1,235,000)
Increase (decrease) in cash position	45,140,046	(7,714,687)
Cash and cash equivalents, beginning of year	49,738,489	57,453,176
Cash and cash equivalents, end of year	94,878,535	49,738,489

See accompanying notes.

Buffalo Pound Water Treatment Corporation
NOTES TO THE FINANCIAL STATEMENTS
[in dollars]

For the year ended December 31, 2021

1. BASIS OF OPERATIONS

Buffalo Pound Water Treatment Corporation (the "Corporation") was incorporated under *The Non-Profit Corporations Act*, 1995 on January 1, 2016. The City of Regina owns 74 Class A voting memberships and the City of Moose Jaw owns 26 Class A voting memberships of the Corporation. The City of Regina and the City of Moose Jaw entered into a Unanimous Membership Agreement effective January 1, 2016.

The Corporation is responsible for reliable and efficient provision of safe, high quality and affordable drinking water to the City of Regina and the City of Moose Jaw. The Corporation is a not-for-profit organization, and is not subject to either federal or provincial income taxes.

Impact of Covid-19

In March of 2020, there was a global outbreak of COVID-19 (Coronavirus), which had a significant impact on businesses through the restrictions put in place by the Canadian, Provincial and Municipal Governments regarding travel, business operations and isolations/quarantine orders. At this time, the extent of the impact of COVID-19 outbreak had and will have on the organization is minimal as there was no significant decrease in revenues and no additional funding was received as a result of COVID-19. In addition, the pandemic did not cause any closure of the business

2. SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Corporation are the representation of management and have been prepared in accordance with Canadian public sector accounting standards.

The significant accounting policies used in the preparation of these financial statements are summarized below:

Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and use assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the year. Actual results could differ from those estimates. Significant estimates include the amortization of tangible capital assets and employee benefits obligations.

Employee benefit obligations

Employee benefit obligations relating to severance or retirement benefits are recognized to the extent that they are vested and could be taken in cash by an employee on termination. The obligations have been determined on an actuarial basis using the projected benefit method prorated on services. Experience gains/losses are amortized over the estimated average remaining life of the employee group.

Pension benefit obligations

The Corporation is one of the sponsors of a multi-employer defined benefit pension plan. The Corporation follows defined benefit accounting under which pension expense is limited to the Corporation's contributions to the plan.

Inventory of chemicals

Inventory of chemicals are valued at the lower of net realizable value and average cost.

Buffalo Pound Water Treatment Corporation
NOTES TO THE FINANCIAL STATEMENTS
[in dollars]

For the year ended December 31, 2021

2. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Contributions

Contributions are considered government transfers and are recognized in the financial statements as revenues and expenses in the period in which events giving rise to the transfer occur, providing the transfers are authorized, eligibility criteria have been met and reasonable estimates of the amounts can be made.

Operating and capital contributions for water consumed based upon the following established rates:

	2021	2020
General water rate, \$ per megalitre	360.00	355.00
Electricity rate, \$ per kilowatt hour	0.11799	0.11799
	2021	2020
Capital water rate, \$ per megalitre	250.00	215.00

Financial Instruments

Financial instruments are any contracts that give rise to financial assets of one entity and financial liabilities or equity instruments of another entity. The Corporation recognizes a financial instrument when it becomes a party to the contractual provisions of a financial instrument. Financial instruments of the Corporation include cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities, long term debt and associated derivatives.

Credit Risk

Credit risk is the risk of financial loss to the Corporation if a customer or counterparty to a financial instrument fails to meet its contractual obligations. The Corporation's credit risk is primarily attributable to accounts receivable. This risk is limited as accounts receivable is due mainly from the City of Regina and the City of Moose Jaw.

Liquidity Risk

Liquidity risk is the risk that Corporation will not be able to meet its financial obligations as they become due. The City of Regina staff on behalf of the Corporation manages liquidity risk by continually monitoring cash flow requirements to ensure that it has sufficient funds to meet obligations when they become due. The Corporation has established operating and capital rates which are calculated using a full cost recovery model that will generate sufficient revenues to cover the operating costs and capital investments.

Interest Rate Risk

Interest rate risk is the risk that value of a financial instrument might be adversely affected by a change in interest rates. Changes in market interest rates may have an effect on the cash flows associated with some financial assets and liabilities, known as cash flow risk, and on the fair value of the other financial assets and liabilities, known as price risk.

Exposure on the Company's long term debt is managed by using declining balance interest rate swaps. The Corporation entered into interest rate swap agreements to fix the interest rates on its respective term loans which are disclosed in Note 7.

Buffalo Pound Water Treatment Corporation
NOTES TO THE FINANCIAL STATEMENTS
[in dollars]

For the year ended December 31, 2021

2. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Tangible Capital Assets (TCA)

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

General	
Vehicles and equipment	6 to 20 years
Office and information technology	10 to 15 years
Infrastructure	
Plants and facilities	5 to 40 years
Roads	15 years

Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

3. CASH AND CASH EQUIVALENTS

Cash and cash equivalents comprise cash on hand, demand deposits and a banker's acceptance at a fixed rate of 2.1% with original maturities of three months or less that are readily convertible into to known amounts of cash and which are subject to an insignificant risk of changes in value.

4. EMPLOYEE BENEFIT OBLIGATIONS

The employee benefit obligations accrued at year end are as follows:

	2021	2020
Vacation pay	506,639	464,004
Vested termination payments	293,000	347,000
	799,639	811,004

Based upon an agreement with UNIFOR Local 595, termination payments for union employees vest after 10 years of service and upon retiring with unreduced pension. The amount payable on termination after vesting is 20 hours pay for each completed year of service.

In 2017, the Board of Directors approved a decision to end the vesting of termination payments for out-of-scope employees as of December 31, 2017. Out-of-scope employees were provided the option to have their severance paid out on December 31, 2017 or to elect to defer the payment until they leave the Corporation. For employees who elected to defer, the payment will neither increase nor decrease from the December 31, 2017 assessment.

An actuarial valuation of vested sick leave and severance payments was completed using the projected benefit method at December 31, 2021. The actuarial valuation was based on assumptions about future events including employee turnover and mortality, wage and salary increases, sick leave usage and interest rates. These rates are consistent with superannuation plan. The discount rate used to determine the unfunded employee benefit was 2% and the inflation rate was 2.25%. Compensation rates for employees are assumed to increase at an average rate of 3.25% per annum plus merit and promotion thereafter.

Buffalo Pound Water Treatment Corporation
NOTES TO THE FINANCIAL STATEMENTS
[in dollars]

For the year ended December 31, 2021

4. EMPLOYEE BENEFIT OBLIGATIONS (Continued)

The Corporation is a member of the City of Regina Civic Employees' Superannuation and Benefit Plan (the Plan), which is overseen by its own Administrative Board. All eligible permanent and probationary employees of the Corporation are members of the Plan. This multi-employer Plan provides defined retirement benefits and is integrated with the Canada Pension Plan (CPP). The Plan provides a lifetime monthly pension based on an employee's years of service and the average of the best three consecutive years of earnings for service before 2016. For service after 2015, a best-five-years average is used. For 2021 employees contributed 8.80% (2020 - 8.80%) of their earnings below the CPP maximum and 13.10% (2020 - 13.10%) of earnings above the CPP maximum. The Corporation's contribution rates were set as 9.80% (2020 - 9.80%) of their earnings below the CPP maximum and 14.60% (2020 - 14.60%) of earnings above the CPP maximum.

Financial statements as at December 31, 2020 indicate the Plan had a surplus of net assets of - \$147,960,000 (2019 - \$108,185,000).

The Plan is a multi-employer defined benefit plan; therefore neither benefits nor contributions are segregated by employer. The Plan has been accounted for using the method appropriate for defined contribution plans and, as such, the amount of pension expense is equal to the contributions required for the year. Pension costs of \$377,939.38 (2020 - \$333,543) based on employer contributions were expensed during 2021.

The Corporation is a member of the Regina Civic Employees' Long-term Disability Plan (the Disability Plan). Financial statements as of December 31, 2020 indicate a surplus of net assets available for benefits of \$32,547,000 (2019 - \$31,502,000).

The Long-Term Disability Plan is a multi-employer plan and consequently, identification of individual employer's assets is not available from the Disability Plan managers. Accordingly, no portion of the surplus has been recognized as an asset or expense reduction in the financial statements. For all permanent employees, disability benefits are based on 75% of the member's salary and will be paid either throughout the duration of the disability until recovery, until the member elects voluntary early retirement, reaches age 65 or upon death, whichever occurs first. The Disability Plan has been accounted for using the method appropriate for defined contribution plans and, as such, the amount of benefit expense is equal to the contributions required for the year. Member contributions are made to the Plan at a rate of 0.46% with the employer matching contributions.

As well, the Corporation provides for additional coverage to its employees through the Out-Of-Scope Employment and Benefits policy and the Collective Bargaining Agreement. The Corporation guarantees full salary for out-of-scope employees (those employed before January 1, 2015) for the first two (2) years of such a disability and thereafter 90% of such employee's salary less benefit payments from all other sources. The Corporation guarantees 70% of an in-scope employee's salary through Article 30 less benefit payments from all other sources. The Corporation recorded disability premium costs for 2021 of \$14,606 (2020 - \$14,535). Dental and medical plans are also provided for most employees and are paid by the Corporation.

Buffalo Pound Water Treatment Corporation
NOTES TO THE FINANCIAL STATEMENTS
[in dollars]

For the year ended December 31, 2021

5. TANGIBLE CAPITAL ASSETS

	Net Book Value	
	2021	2020
General		
Land	253,869	88,535
Vehicles and equipment	585,889	306,042
Office and information technology	10,462	14,435
Infrastructure		
Plants and facilities	48,628,588	48,762,173
Roads	347,352	377,555
Assets under construction	56,384,407	41,341,873
	106,210,567	90,890,613

6. ACCUMULATED SURPLUS

	Unappropriated Surplus	Capital replacement reserve	Investment in Tangible Capital Assets	2021	2020
Opening balance	2,048,354	4,085,254	81,858,648	87,992,256	76,504,965
Excess of revenue over expenses	13,052,154	-	(2,945,123)	10,107,031	11,487,291
Tangible capital assets investment	(18,265,077)	-	18,265,077	-	-
Transfer from operations (Note i)	(5,060,772)	-	5,060,772	-	-
Transfer of surplus from operations	(13,507,774)	13,507,774	-	-	-
Expenditures from reserve for replacement of capital assets	17,478,967	(17,478,967)	-	-	-
Accumulated surplus (deficit)	(4,254,148)	114,061	102,239,374	98,099,287	87,992,256

i. In 2017, the City of Regina and the City of Moose Jaw approved the Corporation to enter into a non-revolving term loan with Bank of Montreal. As disclosed in Note 7, the purpose of this advancement of these funds was to finance the Electrical Upgrade Capital Project with any remaining funds for the Plant Renewal Project. In 2021, management had a net repayment of debt of \$5,060,772 (2020-net utilization of \$9,031,965) relating to this term loan financing towards its investment in Tangible Capital Assets. Accordingly, this portion of the loan repayments were transferred from unappropriated surplus to investment in tangible capital assets.

ii In 2021, the City of Regina and the City of Moose Jaw also approved the Corporation to enter into a term loan with Toronto - Dominion Bank. As disclosed in Note 7, the purpose of this advancement is to finance the Plant Renewal Project commencing in 2022.

Buffalo Pound Water Treatment Corporation
NOTES TO THE FINANCIAL STATEMENTS
[in dollars]

For the year ended December 31, 2021

6 ACCUMULATED SURPLUS (Continued)

Capital replacement reserve

The Board of Directors of the Corporation approved the establishment of capital replacement reserve. The primary objective of the capital replacement reserve is to promote financial stability and flexibility and smooth water rates to prevent fluctuations.

During the year, the Board of Directors approved the transfer of \$13,507,774 from operations to the Capital Replacement Reserve. In addition, the Board of Directors approved the following expenditures from the capital replacement reserve:

LPS 138kV Transmission Line	11,476
Plant Renewal Project	12,141,149
UV Corrective Action (Deficiency)	76,287
LPS Pump and Electrical Upgrades	4,798,984
SCADA Upgrade	425,480
QMS	25,591
	17,478,967

7. LONG TERM DEBT

	2021	2020
1. Term loan payable to Bank of Montreal in monthly principal payments ranging from \$105,000 to \$108,000 based on a 25-year mortgage style amortization with interest rate fixed at 3.46% through an interest rate swap. The term loan is non-revolving and is subject to renewal on November 30, 2027. The term loan is guaranteed by the City of Regina and the City of Moose Jaw.	40,139,000	41,418,000
2. Toronto-Dominion bank term loan advanced as a single draw facility of \$60M payable in a monthly principal payments ranging from \$181,000 to \$186,000 based on a 20-year mortgage style amortization with an interest rate fixed at 3.090% through an interest rate swap. The term loan matures on December 1, 2041. The term loan is guaranteed by the City of Regina and the City of Moose Jaw.	60,000,000	-
	100,139,000	41,418,000

In 2017, the City of Regina and the City of Moose Jaw approved the Corporation to enter into a non-revolving term loan with Bank of Montreal for the purpose of financing the Electrical Upgrade Capital Project (EUCP) with any remaining funds for the Plant Renewal Project. The Corporation entered into an interest rate swap agreement for a 25 year term.

In 2021, the City of Regina and the City of Moose Jaw approved the Corporation to enter into a single draw term loan with Toronto-Dominion Bank for the purpose of undertaking the construction and commissioning of a renewed water treatment Plant. The Corporation entered into an interest rate swap agreement for a 20-year term.

Buffalo Pound Water Treatment Corporation
[in dollars]

For the year ended December 31

7. LONG TERM DEBT (Continued)

Principal repayments on long term debt in each of the next five years for the two loans are estimated as follows:

	Electrical Upgrade	Plant Renewal	Total
2022	1,324,000	2,202,640	3,526,640
2023	1,371,000	2,271,674	3,642,674
2024	1,418,000	2,342,872	3,760,872
2025	1,469,000	2,416,300	3,885,300
2026	1,520,000	2,492,031	4,012,031

8. CONTRACTUAL OBLIGATIONS

The Corporation entered into an agreement with Jacobs (formerly CH2M Hill Canada Ltd) to serve as the Owner advocate for the Water Treatment Plant Renewal Project. The remaining contract is valued at \$3,269,608 before tax and will cover the services up to August 2026.

The Corporation entered a construction contract on January 28, 2019 with Westridge Construction for the Lake Pump Station Electrical and Pumping Upgrades. The remaining contract is valued at \$1,292,442 before tax and will cover the services to complete the project in 2022.

The Corporation entered into an agreement with Graham - Aecon Joint Venture on June 1, 2020, for the design services for the Plant Renewal Project. The remaining value as of December 31, 2021 is \$2,498,519.

The Corporation entered into a supply agreement contract on June 2020 with Spartan-Lakeside for the supply of control systems for the SCADA Upgrade Project. The remaining value as of December 31, 2021 is \$2,624,476.

The Corporation entered two construction services variations with Graham - Aecon Joint Venture in November 2021 for the supply of dissolved Air Flotation Equipment for the Plant Renewal Project. The remaining value as of December 31, 2021 is \$6,074,371.

9. CONTRACTUAL RIGHTS

The Corporation entered into an agreement in November 2018 with the Minister of Infrastructure and Communities of the Government of Canada as part of a program entitled the New Building Canada Fund - Provincial - Territorial Infrastructure Component - National Regional Projects (the "Program"). Under this agreement, the Corporation has a contractual right to receive contributions for eligible expenditures up to a maximum of \$10,291,000 by March 31, 2024.

The Corporation also entered into an agreement in January 2019 with the Minister of Government Relations of the Province of Saskatchewan as part of the Program. Under this agreement, the Corporation has a contractual right to receive contributions for eligible expenditures up to a maximum of \$10,291,000 by March 31, 2022. The Corporation will use these funds for the electrical capital upgrade projects commenced in 2019. Up until December 31, 2021, the Corporation has claimed total \$9,309,607 from each of the Federal and the Provincial governments.

The Corporation entered into an agreement with the Government of Canada and Province of Saskatchewan in March 2021 as part of Investing in Canada Infrastructure Program. Under this agreement, the Corporation has a contractual right to receive contributions for eligible expenditures to fund the Plant Renewal Project up to a maximum of \$74,269,329 from the Province of Saskatchewan and \$89,132,108 from the Government of Canada up until March 31, 2026. No contributions have been received as of December 31, 2021.

Buffalo Pound Water Treatment Corporation
[in dollars]

For the year ended December 31

10. RELATED PARTY TRANSACTIONS

The following related party transactions with the City of Regina and City of Moose Jaw as part of the normal course of operations and valued of fair market value.

City of Regina	2021	2020
Accounts Receivable	1,362,526	-
Accounts Payable	-	7,804,638
Revenue	18,683,309	17,558,898
Expenses	266,828	5,896,945

City of Moose Jaw	2021	2020
Accounts Receivable	412,492	408,268
Revenue	3,186,259	2,959,218
Expenses	840,098	142,505

11. SUBSEQUENT EVENT

The Corporation sent a Notice of Acceptance in December 2021 with Westridge Construction for the UV Corrective Action (deficiency) Project. The contract was awarded at \$980,738 plus 10% contingency and the remaining value as of December 31, 2021 is \$980,738.

Buffalo Pound Water Treatment Corporation
SCHEDULE OF EXPENDITURES
[in dollars]

Schedule 1

For the year ended December 31

	Budget	2021	2020
EMPLOYEE WAGES AND BENEFITS			
Wages - permanent employees	3,361,000	3,393,119	3,412,683
Employee benefits - permanent employees	666,100	623,383	613,006
Overtime wages - permanent employees	150,000	92,464	72,385
Premium pay - permanent employees	40,000	42,983	23,960
Car allowance	11,400	9,726	11,362
Clothing and boot allowance	6,000	3,521	5,632
Wages and benefits - casual employees	-	19,254	-
Employee benefits - vacation, sick and termination	-	(11,365)	41,313
Employee awards and gifts	5,000	3,532	5,263
Other compensation	3,000	4,507	4,667
Health spending account	28,000	32,448	26,661
	4,270,500	4,213,572	4,216,932
UTILITIES			
Electricity	2,250,000	1,851,087	2,192,172
Natural gas	280,000	200,879	265,051
	2,530,000	2,051,966	2,457,223
CHEMICALS			
Alum	1,550,000	1,799,684	1,905,975
Granular activated carbon	325,000	257,453	283,338
Chlorine	160,000	178,251	117,194
Polymer	35,000	20,916	6,743
	2,070,000	2,256,304	2,313,250
EQUIPMENT MAINTENANCE			
Filtration plant	355,000	249,002	413,282
Wastewater system	1,300,000	1,251,702	897,348
Regeneration plant	140,000	78,225	83,482
Lake pump station	90,000	(48,163)	1,130
Computer and communications	75,000	164,817	112,463
High power electrical	43,000	62,705	41,027
Pipeline	21,000	77,221	28,972
Maintenance and repair	682,000	417,828	76,558
Maintenance equipment	36,000	24,594	13,032
	2,742,000	2,277,931	1,667,294

Buffalo Pound Water Treatment Corporation
SCHEDULE OF EXPENDITURES (CONTINUED)
[in dollars]

Schedule 1

For the year ended December 31

	Budget	2021	2020
MISCELLANEOUS			
Insurance	110,000	121,628	90,206
General supplies	44,500	61,980	57,997
Telephone	26,000	31,024	30,563
Professional and membership fees	24,000	36,603	29,064
Travel and conventions	27,000	4,812	7,839
Fuel and gas	40,000	65,849	35,696
Stationery and office supplies	35,000	30,256	25,249
Contracted services	100,000	194,967	201,774
Advertising	10,000	142	2,393
Education and training	50,000	39,878	50,667
Reception and meetings	10,000	4,841	3,216
Other purchase	5,000	9,770	9,462
Vehicle license and registration	4,500	4,625	1,361
Software maintenance	26,000	44,251	17,959
Foreign exchange (gain)/loss	-	(27)	339
	512,000	650,599	563,785
LABORATORY SUPPLIES AND RESEARCH			
Laboratory supplies	100,000	101,469	98,760
Research	175,000	176,121	140,228
Laboratory equipment maintenance	51,000	49,053	47,555
Contract analytical	16,000	12,040	10,902
Accreditation	18,000	14,402	16,952
	360,000	353,085	314,397
BUILDING AND GROUND MAINTENANCE			
Filtration plant	135,000	70,692	138,866
Regeneration plant	11,000	11,218	1,473
Lake pump station	25,000	7,899	6,421
	171,000	89,809	146,760
ADMINISTRATION			
City of Regina administration	75,000	145,200	64,607
Board expenses	225,000	212,296	210,777
Audit services	40,000	40,460	29,998
	340,000	397,956	305,382
INTEREST EXPENSES AND BANK CHARGES			
Banking services	1,200	1,715	1,194
Interest	3,635,000	1,454,806	1,404,946
	3,636,200	1,456,521	1,406,140

Buffalo Pound Water Treatment Corporation
SCHEDULE OF EXPENDITURES (CONTINUED)
[in dollars]

Schedule 1

For the year ended December 31

	Budget	2021	2020
REIMBURSEMENT			
Reimbursement	-	-	5,736,685
	-	-	5,736,685

Buffalo Pound Water Treatment Corporation
SCHEDULE OF TANGIBLE CAPITAL ASSETS
[in dollars]

Schedule 2

For the year ended December 31

	General				Infrastructure				
	Land	Land	Vehicles and	Office and	Plants and	Roads	Assets Under	2021	2020
	Improvements		Equipment	Information	Facilities		Construction		
				Technology					
Cost									
Beginning of year	88,535	11,373	1,329,478	113,922	117,341,304	455,389	41,341,885	160,681,886	137,920,522
Add:									
Additions during year	165,334	-	351,775	-	280,477	-	17,467,491	18,265,077	22,761,363
Transfers from assets under construction	-	-	-	-	2,424,969	-	-	2,424,969	17,792,578
Less:									
Disposals during year	-	-	-	-	-	-	2,424,969	2,424,969	17,792,578
End of the Year	253,869	11,373	1,681,253	113,922	120,046,750	455,389	56,384,407	178,946,963	160,681,885
Accumulated amortization									
Beginning of year	-	11,373	1,023,435	99,487	68,579,146	77,832	-	69,791,273	66,571,613
Add:									
Amortization	-	-	71,929	3,973	2,839,016	30,205	-	2,945,123	3,219,659
Less:									
Accumulated amortization on disposals	-	-	-	-	-	-	-	-	-
End of year	-	11,373	1,095,364	103,460	71,418,162	108,037	-	72,736,396	69,791,272
Net Book Value	253,869	-	585,889	10,462	48,628,588	347,352	56,384,407	106,210,567	90,890,613

BUFFALO POUND WATER
2021 ANNUAL REPORT

Appendix B

BUFFALO POUND WATER 2022 RATES 2022 RATES APPROVED SEPTEMBER 29, 2021							
RATES	2020	2021	2022	2023	2024	2025	2026
City Water Rate per megalitre	\$ 355.00	\$ 360.00	\$ 360.00	\$ 380.00	\$ 400.00	\$ 410.00	\$ 420.00
	0.00%	1.41%	0.00%	5.56%	5.26%	2.50%	2.44%
City Capital Water Rate per megalitre	\$ 215.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
	14.36%	16.28%	0.00%	0.00%	0.00%	0.00%	0.00%
Total City Rate per megalitre	\$ 570.00	\$ 610.00	\$ 610.00	\$ 630.00	\$ 650.00	\$ 660.00	\$ 670.00
	4.97%	7.02%	0.00%	3.28%	3.17%	1.54%	1.52%
Electrical Rate per kilowatt-hour	\$ 0.11799	\$ 0.11799	\$ 0.12931	\$ 0.14171	\$ 0.15530	\$ 0.15996	\$ 0.16476
	6.40%	0.00%	9.59%	9.59%	9.59%	3.00%	3.00%
Sask Water - Water Rate per megalitre	\$ 355.00	\$ 360.00	\$ 360.00	\$ 418.00	\$ 440.00	\$ 451.00	\$ 462.00
	0.00%	1.41%	0.00%	16.11%	5.26%	2.50%	2.44%
Sask Water - Capital Rate per megalitre	\$ 311.39	\$ 386.68	\$ 460.93	\$ 275.00	\$ 275.00	\$ 275.00	\$ 275.00
	13.88%	24.18%	19.20%	-40.34%	0.00%	0.00%	0.00%
Sask Water Electrical Rate per kilowatt-hour	\$ 0.12979	\$ 0.12979	\$ 0.14224	\$ 0.15588	\$ 0.17083	\$ 0.17596	\$ 0.18124
	6.40%	0.00%	9.59%	9.59%	9.59%	3.00%	3.00%
Provincial Park Water Rate per megalitre	\$ 447.62	\$ 453.92	\$ 453.92	\$ 479.14	\$ 504.36	\$ 516.97	\$ 529.58
	0.00%	1.41%	0.00%	5.56%	5.26%	2.50%	2.44%

BUFFALO POUND WATER							
2022 BUDGET - SUMMARY OF RESERVES (THOUSANDS OF \$)							
2022 BUDGET APPROVED SEPTEMBER 29, 2021							
Operating	2020	2021	2022	2023	2024	2025	2026
	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Expenses	12,169.7	13,138.4	13,384.9	13,994.7	14,836.2	15,327.4	15,751.4
Revenues	13,188.6	13,292.1	13,190.4	14,002.5	14,817.8	15,241.1	15,668.5
Net Revenue (Expense) for the Year	1,018.9	153.7	-194.5	7.8	-18.4	-86.3	-82.9
Balance Beginning for the Year	1,971.5	2,000.0	2,153.7	1,959.3	1,967.1	1,948.6	1,862.4
Balance End of Year	2,000.0	2,153.7	1,959.3	1,967.1	1,948.6	1,862.4	1,779.5
Capital	2020	2021	2022	2023	2024	2025	2026
	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Expenses	30,913.2	22,959.1	30,173.0	94,723.0	89,903.0	28,033.9	13,215.7
2021 Estimated Carry Forward Expenditure	0.0	0.0	37,097.3	0.0	0.0	0.0	0.0
Proceeds from PTIC-NRP Grant	12,533.7	4,461.8	0.0	0.0	0.0	0.0	0.0
Proceeds from ICIP Grant	0.0	0.0	12,810.1	74,313.1	61,939.7	10,699.3	3,639.2
Proceeds from Loans	0.0	60,000.0	0.0	0.0	0.0	0.0	0.0
Revenues	8,112.5	9,046.0	9,301.8	9,037.8	8,827.8	8,817.8	8,837.8
Net Revenue (Expense) for the Year	-10,267.0	50,548.6	-45,158.4	-11,372.2	-19,135.6	-8,516.8	-738.7
Balance Beginning for the Year	46,540.5	37,263.9	87,812.5	42,654.1	31,281.9	12,146.4	3,629.6
Balance End of Year	37,263.9	87,812.5	42,654.1	31,281.9	12,146.4	3,629.6	2,890.8

BUFFALO POUND WATER									
2022 OPERATING PLAN - SUMMARY OF EXPENDITURES (THOUSANDS OF \$)									
2022 OPERATING BUDGET APPROVED SEPTEMBER 29, 2021									
	OBJECT NO.	2020 ACTUAL	2021 ACTUAL	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
UTILITIES									
Electricity	65501	2,192.2	1,851.1	2,250.0	2,425.0	2,674.7	2,810.6	2,874.8	2,975.4
Natural Gas	65505	265.1	200.9	280.0	325.0	373.8	429.8	494.3	568.4
		2,457.2	2,052.0	2,530.0	2,750.0	3,048.5	3,240.4	3,369.1	3,543.9
CHEMICALS									
Aluminum Sulphate & PACl	65201	1,906.0	1,799.7	1,550.0	1,900.0	2,200.0	2,200.0	1,900.0	1,938.0
Peroxide		0.0	0.0	0.0	0.0	100.0	200.0	206.0	210.1
Chlorine	65212	117.2	178.3	160.0	150.0	154.5	159.1	100.0	102.0
LOX		0.0	0.0	0.0	0.0	100.0	200.0	206.0	210.1
Caustic		0.0	0.0	0.0	0.0	0.0	160.0	320.0	326.4
Polymer (Cationic - Coagulant Aid & Filter Aid)	65248	6.7	20.9	35.0	30.0	30.0	200.0	400.0	408.0
Filter Carbon Top Up (GAC/BAC)	65269	283.3	257.5	325.0	300.0	0.0	0.0	300.0	306.0
		2,313.3	2,256.3	2,070.0	2,380.0	2,584.5	3,119.1	3,432.0	3,500.6
MAINTENANCE									
Maintenance Equip (Vehicles)	64506	11.3	24.6	36.0	37.1	38.2	39.4	40.5	41.8
Filtration Plant Building	64519	176.0	136.0	135.0	150.0	154.5	159.1	163.9	168.8
Lake Pumping Station Building	64520	6.4	7.9	25.0	20.0	20.6	21.2	21.9	22.5
Regeneration Building / Chemical Building	64522	1.5	11.2	11.0	10.0	10.3	10.6	10.9	11.3
Filtration Plant Equipment	64523	505.6	264.5	355.0	365.7	376.6	387.9	399.6	411.5
Lake Pump Station Equipment	64524	1.1	39.0	90.0	50.0	51.5	53.0	54.6	56.3
Regeneration Plant / Chemical Equipment	64525	83.5	78.2	140.0	100.0	103.0	106.1	109.3	112.6
Capitalized Maintenance	64612	160.6	803.6	682.0	435.0	415.0	400.0	400.0	412.0
Wastewater System	64526	909.9	1,417.0	1,300.0	1,275.0	1,275.0	1,275.0	1,175.0	1,198.5
Pipeline	64527	29.0	89.7	21.0	21.6	22.3	22.9	23.6	24.3
Computer/Electronic Comms System	64528	112.5	247.3	75.0	100.0	103.0	106.1	109.3	112.6
High Power Electrical	64529	41.0	84.4	43.0	44.3	45.6	47.0	48.4	49.8
		2,038.3	3,203.5	2,913.0	2,608.7	2,615.6	2,628.4	2,557.0	2,622.0
LABORATORY									
Research	64221	140.2	176.1	175.0	175.0	175.0	175.0	175.0	175.0
Contract Analytical	64222	10.9	12.0	16.0	16.5	17.0	17.5	18.0	18.5
Lab Equipment Maintenance	64530	47.6	49.1	51.0	52.5	54.1	55.7	57.4	59.1
Lab Supplies	65236	98.8	101.5	100.0	120.0	123.6	127.3	131.1	135.1
Lab Accreditation	65277	17.0	14.4	18.0	20.0	20.0	20.0	20.0	20.0
		314.4	353.1	360.0	384.0	389.7	395.5	401.5	407.7
EMPLOYEE WAGES & BENEFITS									
Salaries & Wages (Perm)	61110	3,412.7	3,393.1	3,361	3386.0	3,445	3,505	3,575	3,647
Supp-Mat, Parental, Adopt Leave	61111	2.8	2.4	0.0	0.0	0.0	0.0	0.0	0.0
Overtime Pay (Perm)	61120	72.4	92.5	150.0	140.0	142.8	145.7	148.6	151.5
Time Off In Lieu Banked - Permanent	61125	1.8	2.0	1.0	1.0	1.0	1.1	1.1	1.1
Premium Pay	61140	24.0	43.0	40.0	50.0	51.0	52.0	53.1	54.1
Salaries & Wages (Casual)	61210	0.0	17.8	0.0	0.0	0.0	0.0	0.0	0.0
Overtime Pay (Casual)	61220	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Criminal Record Check	61520	0.1	0.1	0.0	0.0	0.0	0.0	0.0	0.0

Employee Benefits (Perm)	62120	613.0	623.4	630.0	642.6	655.5	668.6	681.9	695.6
Employee Benefits (Casual)	62130	0.0	1.5	0.0	0.0	0.0	0.0	0.0	0.0
Health Spending - OCE	62174	26.7	32.4	28.0	28.6	28.6	28.6	28.6	28.6
Telephone Allowance	61537	0.0	0.0	2.0	2.0	2.0	2.0	2.0	2.0
Worker's Compensation Premiums	62180	0.0	0.0	36.1	36.8	37.5	38.3	39.1	39.8
		4,153.4	4,208.2	4,248.1	4,287.1	4,363.4	4,441.4	4,529.6	4,619.6
EMPLOYEE RELATED PAYMENT EXPENSES									
Car Allowance - Taxable	61511	3.9	3.9	3.9	3.9	3.9	3.9	3.9	3.9
Car Allowance - Non Taxable	61512	7.4	5.8	7.5	7.5	7.7	7.8	8.0	8.1
Boot Allowance	61513	5.6	3.5	6.0	6.2	6.3	6.5	6.6	6.7
Professional and Membership Dues	61561	29.1	36.6	24.0	30.0	30.6	31.2	31.8	32.5
Employee Awards & Gifts	61564	5.3	3.5	5.0	5.2	5.3	5.4	5.5	5.6
		51.3	53.4	46.4	52.8	53.8	54.8	55.8	56.8
TRAINING & TRAVEL EXPENSES									
Business Travel	64001	7.8	4.8	27.0	27.8	28.4	28.9	29.5	30.1
Employee Education & Training	64210	50.7	39.9	50.0	51.5	52.5	53.6	54.7	55.7
		58.5	44.7	77.0	79.3	80.9	82.5	84.2	85.8
OFFICE & ADMINISTRATION EXPENSES									
Telephone	64104	30.6	31.0	26.0	26.8	27.6	28.4	29.3	30.2
Courier & Freight Charges	64109	0.0	0.1	1.0	1.0	1.0	1.1	1.1	1.1
Receptions, Meetings & Food	64115	3.2	4.8	10.0	10.2	10.4	10.6	10.8	11.0
Insurance	64117	90.2	121.6	110.0	130.0	133.9	137.9	150.0	154.5
Software, Maintenance Charges	64120	18.0	44.3	26.0	30.0	30.6	31.2	31.8	32.5
Board Member Expenses	64124	129.1	139.7	150.0	150.0	150.0	150.0	150.0	150.0
Board Advisory Services/Initiatives	64125	81.7	72.5	75.0	50.0	50.0	50.0	50.0	50.0
Advertising & Media Related Services	64202	2.4	0.1	10.0	10.2	10.4	10.6	10.8	11.0
Financial Audit Services	64205	30.0	40.5	40.0	40.8	41.6	42.4	43.3	44.2
CoR Administration	64220	64.6	145.2	75.0	140.0	142.8	145.7	148.6	151.5
Medical Services	64217	0.0	0.0	10.0	5.0	5.1	5.2	5.3	5.4
Contracted Services (Legal/HR/IT)	64232	188.1	186.3	100.0	125.0	128.8	132.6	136.6	140.7
Office Supplies	65112	25.2	30.2	25.0	25.0	25.5	26.0	26.5	27.1
		663.1	816.5	658.0	744.0	757.7	771.8	794.1	809.2
MISCELLANEOUS									
Other Purchased Services/Bank Fees/Transient PCard	64601	23.5	18.4	5.0	5.1	5.2	5.3	5.4	5.5
General Equipment	65222	1.7	0.2	1.0	1.0	1.0	1.1	1.1	1.1
First Aid & Safety Supplies	65226	57.2	61.0	40.0	40.8	40.8	40.8	40.8	40.8
Vehicle License & Registration	65238	1.4	4.6	4.5	4.6	4.7	4.8	4.9	5.0
Fuel & Gas	65228	35.7	65.8	40.0	45.0	46.4	47.7	49.2	50.6
General Plant Supplies	65230	0.8	0.7	2.5	2.5	2.6	2.6	2.7	2.7
		120.3	150.7	93.0	99.0	100.6	102.3	104.0	105.8
TOTAL EXPENDITURES		12,169.7	13,138.4	12,995.5	13,384.9	13,994.7	14,836.2	15,327.4	15,751.4
TOTAL OPERATING REVENUES		13,188.6	13,292.1	13,007.1	13,190.4	14,002.5	14,817.8	15,241.1	15,668.5
NET SURPLUS (DEFICIT) FOR THE YEAR		1,018.9	153.7	11.6	-194.5	7.8	-18.4	-86.3	-82.9

BUFFALO POUND WATER
2022 OPERATING REVENUE BUDGET - SUMMARY OF REVENUES (THOUSANDS OF \$)
2022 OPERATING BUDGET APPROVED SEPTEMBER 29, 2021

OPERATING REVENUES (THOUSANDS OF \$)								
DESCRIPTION	2020	2021	2021	2022	2023	2024	2025	2026
	ACTUALS	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
General Water Charge - Regina	10,492.0	10,650.8	10,548.0	10,620.0	11,248.0	11,880.0	12,218.0	12,558.0
General Water Charge - Moose Jaw	1,805.0	1,851.8	1,827.0	1,836.0	1,945.6	2,056.0	2,115.6	2,175.6
Power Charge	783.5	673.3	551.1	649.8	712.1	780.4	803.8	827.9
Plant Water Sales	6.8	14.3	5.0	5.0	5.0	5.0	5.0	6.0
Sask Water	78.6	78.8	72.0	75.6	87.8	92.4	94.7	97.0
Miscellaneous Revenue	22.7	23.1	4.0	4.0	4.0	4.0	4.0	4.0
TOTAL	13,188.6	13,292.1	13,007.1	13,190.4	14,002.5	14,817.8	15,241.1	15,668.5

BUFFALO POUND WATER											
2022-2031 CAPITAL PLAN - SUMMARY OF PROPOSED PROJECTS FUNDED BY CAPITAL WATER RATE (THOUSANDS OF \$)											
2022 CAPITAL BUDGET APPROVED SEPTEMBER 29, 2021											
PROJECT	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	TOTAL
Computerized Maintenance Management System	-	-	-	-	-	-	-	-	-	-	-
Future Capitalized Maintenance (Annual)	-	1,000.0	1,030.0	1,060.9	1,092.7	1,125.5	1,159.3	1,194.1	1,229.9	1,266.8	10,159.1
Lab Equipment Upgrade	100.0	250.0	-	-	-	-	-	-	300.0	150.0	800.0
LPS Electrical and Pumping Upgrades	-	-	-	-	-	-	-	-	-	-	-
Main Plant Electrical Upgrades	-	-	-	-	-	-	-	-	-	-	-
LPS 138 kV Transmission Line	-	-	-	-	-	-	-	-	-	-	-
SCADA Upgrades	1,000.0	-	-	-	-	-	-	-	-	-	6,998.0
Chlorine Safety Upgrades	-	-	-	-	-	-	-	-	-	-	-
QMS Framework and System Implementation	-	-	-	-	-	-	-	-	-	-	-
UV Corrective Action	-	-	-	-	-	-	-	-	-	-	-
Plant Renewal (Owner's Engineer, Legal/Fin/Expert/Fairness Support, Stipend, Design, GB and PDB Costs)	2,000.0	1,000.0	500.0	500.0	250.0	-	-	-	-	-	32,287.5
Plant Renewal Construction	18,500.0	81,300.0	79,500.0	14,600.0	5,000.0	-	-	-	-	-	225,900.0
BAC Carbon	-	2,000.0	2,000.0	-	-	-	-	-	-	-	4,000.0
Desludging 6 Lagoons	1,700.0	2,300.0	-	-	-	-	-	-	-	-	4,000.0
Renewal Energy (Solar - Wind) - Phases 2 and 3	-	-	-	4,000.0	-	-	-	-	4,000.0	-	8,000.0
Permitter Fence	-	-	-	1,000.0	-	-	-	-	-	-	1,000.0
Principle and Interest Payments	6,873.0	6,873.0	6,873.0	6,873.0	6,873.0	6,873.0	6,873.0	6,873.0	6,873.0	6,873.0	68,730.0
TOTAL CAPITAL BUDGET	30,173.0	94,723.0	89,903.0	28,033.9	13,215.7	7,998.5	8,032.3	8,067.1	12,402.9	8,289.8	361,874.6
TOTAL CAPITAL REVENUE (Including Proceeds of Loans and Grants)	22,111.9	83,350.9	70,767.5	19,517.1	12,477.0	8,867.8	8,897.8	8,927.8	8,957.8	8,987.8	
NET SURPLUS (DEFICIT) FOR THE YEAR	-8,061.1	-11,372.2	-19,135.6	-8,516.8	-738.7	869.2	865.5	860.7	-3,445.1	698.0	
RESERVE	45,056.0	33,683.8	14,548.3	6,031.5	5,292.7	6,162.0	7,027.4	7,888.1	4,443.0	5,141.0	

BUFFALO POUND WATER
2022 CAPITAL REVENUE BUDGET - SUMMARY OF REVENUES (THOUSANDS OF \$)
2022 CAPITAL BUDGET APPROVED SEPTEMBER 29, 2021

CAPITAL REVENUES (THOUSANDS OF \$)									
DESCRIPTION	REVENUE	2020	2021	2021	2022	2023	2024	2025	2026
	SOURCE	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Capital Water Charge - Regina	57310	6,354.1	7,396.4	7,325.0	7,375.0	7,400.0	7,425.0	7,450.0	7,475.0
Capital Water Charge - Moose Jaw	57311	1,093.2	1,286.0	1,268.8	1,275.0	1,280.0	1,285.0	1,290.0	1,295.0
Sask Water Capital Charge	57312	69.0	83.6	77.3	96.8	57.8	57.8	57.8	57.8
Interest	56505	596.1	280.0	300.0	555.0	300.0	60.0	20.0	10.0
Proceeds from PTIC-NRP Grant		12,533.7	4,461.8	-	-	-	-	-	-
Proceeds from ICIP Grant		-	-	16,340.1	12,810.1	74,313.1	61,939.7	10,699.3	3,639.2
Proceeds from Loan	21150	-	60,000.0	60,000.0	-	-	-	-	-
TOTAL		20,646.2	73,507.8	85,311.2	22,111.9	83,350.9	70,767.5	19,517.1	12,477.0

BUFFALO POUND WATER 2022-2026 WATER SALES FORECAST (ML) 2022 BUDGET APPROVED SEPTEMBER 29, 2021						
	2021	2022	2023	2024	2025	2026
City of Regina	29,300	29,500	29,600	29,700	29,800	29,900
City of Moose Jaw	5,075	5,100	5,120	5,140	5,160	5,180
Sask Water	200	210	210	210	210	210
Provincial Park	20	20	20	20	20	20
Water Stand Sales	6	6	6	6	6	6
TOTAL	34,601	34,836	34,956	35,076	35,196	35,316

BUFFALO POUND WATER 2022-2026 POWER SALES FORECAST (kWh) 2022 BUDGET APPROVED SEPTEMBER 29, 2021						
	2021	2022	2023	2024	2025	2026
City of Regina	4,000,000	4,400,000	4,400,000	4,400,000	4,400,000	4,400,000
City of Moose Jaw	617,000	550,000	550,000	550,000	550,000	550,000
Sask Water	53,400	75,000	75,000	75,000	75,000	75,000
TOTAL	4,670,400	5,025,000	5,025,000	5,025,000	5,025,000	5,025,000



PB Impressions in Thread Lease – 950 Arcola Ave

Date	May 11, 2022
To	Executive Committee
From	Financial Strategy & Sustainability
Service Area	Land, Real Estate & Facilities
Item No.	EX22-59

RECOMMENDATION

The Executive Committee recommends that City Council:

1. Approve the City of Regina (City) entering into an agreement for the lease of City-owned property located at 950 Arcola Avenue (identified on the attached Appendix A) to PB Impressions in Thread Ltd., consistent with the terms and conditions stated in this report.
2. Delegate authority to the Executive Director, Financial Strategy & Sustainability or their designate, to negotiate any other commercially relevant terms and conditions, as well as any amendments to the agreement that do not substantially change what is described in this report and any ancillary agreements or documents required to give effect to the agreement.
3. Authorize the City Clerk to execute the agreement upon review and approval by the City Solicitor.
4. Approve these recommendations at its meeting on May 18, 2022, following the required public notice.

ISSUE

PB Impressions in Thread Inc. (Impressions in Thread) has continuously leased the subject property located at 950 Arcola Avenue (identified on the attached Appendix A), from the City of Regina (City) since 2013, when the City purchased the property. Their most recent lease has expired. Thread Inc.

was originally planning on vacating the property, but upon further review wishes to continue leasing the land from the City.

When considering the lease of City-owned property, standard procedure for Administration is to ensure that the property is made publicly available and leased at market value. In this lease, the land is being provided without a public offering, which requires City Council approval. It is recommended that City Council approve the City entering into a lease agreement with the existing tenant, Impressions in Thread for continued occupancy of this property.

IMPACTS

Financial Impacts

The proposed annual lease rate agreed to is \$35,080 plus GST with an annual increase of three per cent each year on the anniversary date. The lessee is also responsible for insurance, maintenance and operations of the property and all property tax assessed. The property tax is estimated at \$11,000 annually. The lease rate is at market rate based on an appraisal by an Accredited Appraiser Canadian Institute (AACI) appraiser from Brunsdon Lawrek and Associates.

Environmental Impacts

The recommendations in this report have limited direct impacts on energy consumption and greenhouse gas emissions.

OTHER OPTIONS

The City could choose to not lease the property to Impressions in Thread and publicly advertise the property for lease. This is not recommended as it would require a locally owned business that has occupied this location for over 30 years to relocate. Furthermore, the demand for a retail lease property with a restricted term due to the eventual widening of Arcola Avenue would be limited. If unable to lease, the City would lose annual lease revenues and incur the cost of maintaining the building.

COMMUNICATIONS

Public notice is required for City Council to approve the lease of City-owned property without public offering. Notice regarding this proposal has been advertised in accordance with *The Public Notice Policy Bylaw 2020*.

Impressions in Thread will be informed of any decision of the Executive Committee and City Council.

DISCUSSION

The property located at 950 Arcola Avenue is part of the City-owned land located adjacent to Arcola Avenue that is held by the City for the future redevelopment and widening of Arcola Avenue. The property was acquired in 2013 for the eventual widening/redevelopment of Arcola Ave. Impressions in Thread was a tenant on the property when the City acquired it and has been in the same location for at least 30 years. The lease that was assumed upon the acquisition of the property had an initial term that expired in 2016, but offered an option to renew for an additional five years. In 2016, Impressions in Thread exercised this option with a five-year lease agreement that expired on August 31, 2021.

The proposed lease is for the land and building located at 950 Arcola Avenue as shown on the attached Appendix A. The subject area is approximately 32,979sq.ft. with a 3,350sq.ft. retail building. The proposed annual lease rate is \$35,080 with an annual increase of three per cent each year on the anniversary date. The lessee is also responsible for insurance, standard maintenance and operations of the property in addition to all property tax assessed. The City has agreed to replace the existing furnace in the building when required and has agreed to reimburse the lessee for an amount equal to one-half the cost of replacement of the front doors of the building. The proposed lease is for an initial five-year term with one option to renew for an additional five-year term. The lease provides for a one-year termination notice should the City choose to move forward with the redevelopment and widening of Arcola Avenue earlier than currently proposed.

Administration is recommending approval of the lease.

DECISION HISTORY

This lease has never been before City Council.

Respectfully submitted,

Respectfully submitted,



Shaun Bzdel, Director, Land, Real Estate & Facilities

4/13/2022



Barry Lacey, Exec. Director, Financial Strategy & Sustainability

4/27/2022

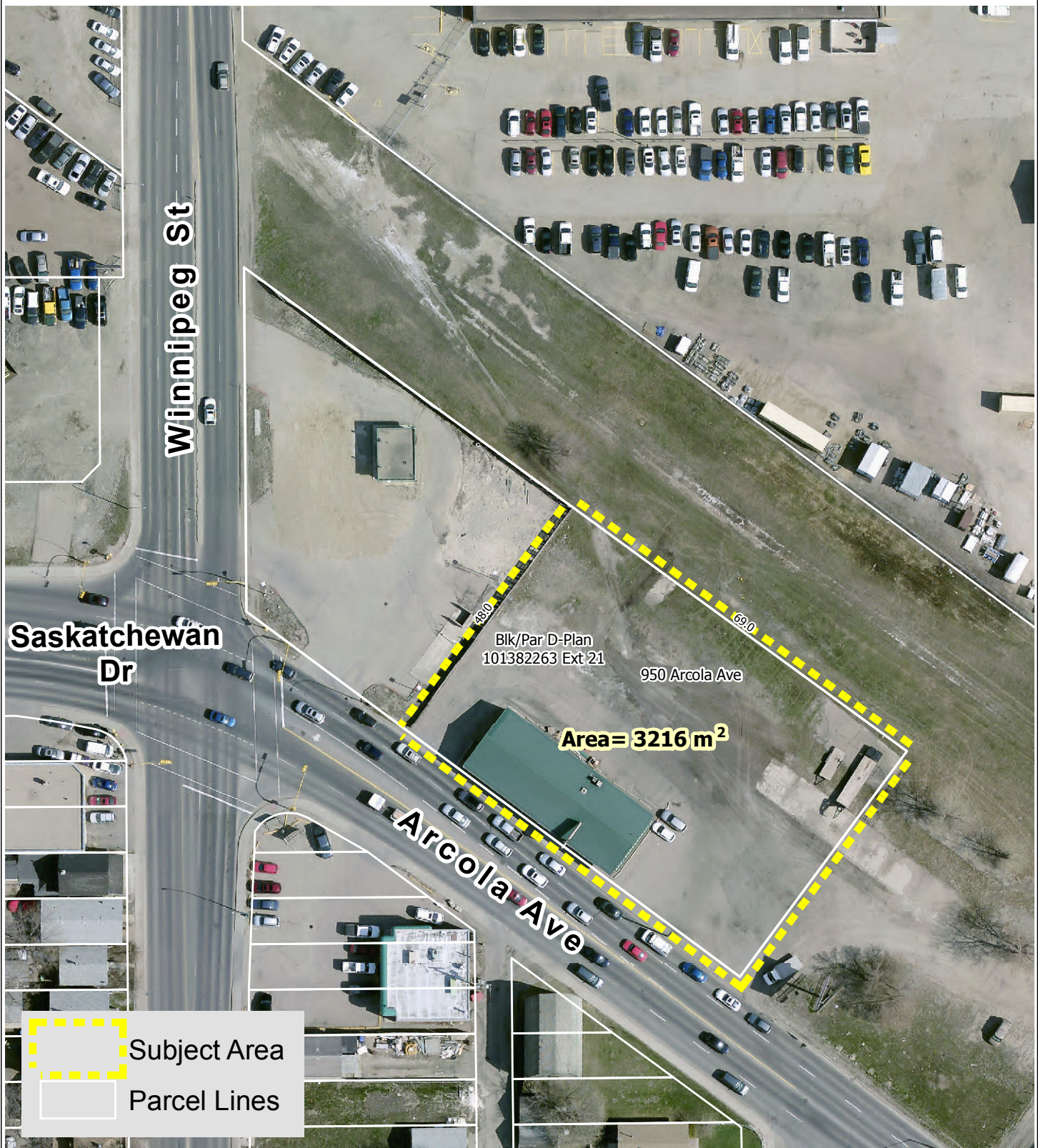
Prepared by: Sherri Hegyi, Real Estate Officer

ATTACHMENTS

Appendix A - Lease Area

Appendix A

1:900





Kin House Lease – Rambler Park

Date	May 11, 2022
To	Executive Committee
From	Financial Strategy & Sustainability
Service Area	Land, Real Estate & Facilities
Item No.	EX22-60

RECOMMENDATION

The Executive Committee recommends that City Council:

1. Approve the City of Regina (City) entering into an agreement for the lease of the portion of City-owned property located at 5215 13th Avenue at Rambler Park (identified on the attached Appendix A) to 101083661 Saskatchewan Ltd., consistent with the terms and conditions stated in this report.
2. Delegate authority to the Executive Director, Financial Strategy & Sustainability or their designate, to negotiate any other commercially relevant terms and conditions, as well as any amendments to the agreement that do not substantially change what is described in this report and any ancillary agreements or documents required to give effect to the agreement.
3. Authorize the City Clerk to execute the agreement upon review and approval by the City Solicitor.
4. Approve these recommendations at its meeting on May 18, 2022, following the required public notice.

ISSUE

The Regina Queen City Kinsmen Club Inc. (QCK) are a non-profit group that have operated Kin House at its current location since 2006. The most recent lease agreement has expired and QCK

would like to enter into a new agreement with the City of Regina (City).

When considering the lease of City-owned property, standard procedure for Administration is to ensure that the property is made publicly available and leased at market value. In this lease, the land is being provided without a public offering and at less than market value, which requires City Council approval. It is recommended that City Council approve the City entering into a lease agreement with the QCK for this space.

IMPACTS

Financial Impacts

The Kin House building is owned by QCK and they are responsible for all maintenance and operational costs. As the City's only interest is in the land, the estimated market value is based solely on the value of the land which would be approximately \$7,500 annually. The lease is being recommended at no charge as the operation of the Kin House is considered complementary to the operation of Rambler Park. QCK will be responsible for all property tax assessed on the property.

Policy/Strategic Impacts

The QCK intend to operate the Kin House and provide bathroom facilities and vending machines during the week and a limited food and drink area on the weekends during baseball season. This aligns with the Official Community Plan (OCP) Section D7: Parks, Recreation and Open Space by contributing to the operation of a programmed City park with strategically placed facilities.

Environmental Impacts

The recommendations in this report have limited direct impacts on energy consumption and greenhouse gas emissions.

OTHER OPTIONS

The City could choose not to provide the lease to QCK. This is not recommended as the building is owned by QCK. Should the City choose to not approve the lease, QCK would be required to remove the building from the property and the City would need to continue to provide portable toilets for Rambler Park and food services would not be available.

COMMUNICATIONS

Public Notice is required for City Council to approve the lease of City-owned property without a public offering and below market value. Notice regarding this proposal has been advertised in accordance with public notice requirements.

QCK will be informed of any decisions of the Executive Committee and City Council.

DISCUSSION

The Kin House has been at its current location since 2006. QCK acquired the building when Molson Canada ceased the operations of their Regina brewing and bottling plant in 2002 and decided to donate Molson House (the company's hospitality facility) to a local non-profit organization. Through an application process, QCK was granted ownership of the building. QCK then worked with the City to determine a suitable location for the building and Rambler Park was chosen as the preferred site.

The Kin House is operated as the club house for the QCK, which is a non-profit organization in the city that provides support and funding to several charitable and non-profit organizations throughout Regina and Saskatchewan. In addition to this, the QCK intend to offer the Kin House to other service clubs and community groups as an event and meeting space.

Kin House contains washroom facilities and vending machines which will be made available to the users of Rambler Park throughout the week beginning this season. There will also be a limited food and drink bar open to the public on the weekends. QCK has intentions of expanding the operation of the building to include the kitchen and drink bar being open seven days a week during the regular baseball season. The operation of Kin House will be achieved through a combination of the Kinsmen and multiple other local volunteer organizations, which will help to fund local charities.

QCK is planning to make a long-term investment in the Kin House as a fully functioning complimentary building to Rambler Park.

Administration is recommending a lease of five years with one option to renew for an additional five years. Administration also recommends that the land be provided at no charge as the City's interest is solely in the land that the building sits on, and the use of the building is seen as a complimentary support facility to Rambler Park. The lease is specific to the right to occupy the lands for the sole purpose of an office and business operations for QCK, the provision of food and beverage services to the general public and third-party rentals for small events of no more than 24 hours. QCK is responsible for all costs and expenses related to the building including all operation and maintenance costs.

DECISION HISTORY

On May 26, 2008, City Council considered item CR08-81 and approved the lease agreement on a 10-year term that expired May 1, 2018.

Respectfully submitted,

Respectfully submitted,



Shaun Bzdel, Director, Land, Real Estate & Facilities

4/20/2022



Barry Lacey, Exec. Director, Financial Strategy & Sustainability

4/27/2022

Prepared by: Sherri Hegyi, Real Estate Officer

ATTACHMENTS

Appendix A - Overview of Rambler Park

Appendix B - Kin House (Leased Premises)

Appendix A



Appendix B





Adapted Recreation Plan - Final Report

Date	May 11, 2022
To	Executive Committee
From	City Planning & Community Development
Service Area	Parks, Recreation & Cultural Services
Item No.	EX22-61

RECOMMENDATION

The Executive Committee recommends that City Council:

1. Endorse the Adapted Recreation Action Plan (Appendix A).
2. Consider, through the 2023 budget process, an annual capital program beginning in 2023 of \$500,000 for the following five years for implementing the results of the Rick Hanson Foundation Accessibility Certification Audits being conducted on City facilities between 2021 and 2023, with a priority on recreation facilities.
3. Consider, through the 2023 budget process, an annual investment of \$258,000 toward improving participation, communications and engagement related to accessible recreation.
4. Approve these recommendations at its meeting on May 18, 2022.

ISSUE

Note: This report uses a combination of identity-first language (eg. “disabled people”) and person-first language (eg. “people with a disability”) throughout, to reflect the variety of language used in community.

In April 2021, City Council brought forward a motion to “Increase Recreation and Leisure Activities for People with Disability” (MN21-2, Appendix B), directing Administration to conduct consultations

toward the development of an Adapted Recreation Plan. The motion requested that Administration return to Council in Q3 of 2021 with a preliminary report, and in Q1 of 2022 with a final report.

MN21-2 directs a broad-based consultation with the general public, disabled people, care providers of children with disabilities, the recreation and leisure sector, and the provincial and federal governments in order to identify barriers and opportunities for improving the accessibility of local recreation and leisure activities. It also requests Administration to do a cost analysis for expanded programming and include budget recommendations with both the preliminary and final reports.

This report includes a summary of all consultation, assessment and engagement conducted as part of MN21-2, and related recommendations.

IMPACTS

Accessibility Impacts

The Accessibility Advisory Committee (ACC) was consulted on this report and their input has been integrated into the recommendations.

These recommendations are expected to significantly enhance the accessibility of City of Regina (City) programs and services for people with a wide variety of participation barriers.

Financial Impacts

The recommended budget considerations contained within this report will be brought forward to Council through the 2023 budget process.

They include:

- \$2.5 in capital expenditures (over five years) toward implementing the results of the Rick Hanson Foundation accessibility audits – allocated based on the priorities outlined in the audit reports; e.g. upgrades to entrances/approaches, parking, washrooms and wayfinding in neighbourhood centres, arenas, and major recreation facilities.
- \$258,000 annually in operational expenditures toward improving participation, communications and engagement related to accessible recreation, including:
 - \$75,000 for new or expanded programming
 - \$81,000 for improved and ongoing consultation, communications and engagement with people with disabilities

\$102,000 for a new resource (1 FTE) to the Communications and Engagement team with a speciality in accessible communications and lived experience of disability

Policy Impacts

This report has significant alignment with:

- *Design Regina: The Official Community Plan Bylaw No 2013-48*, including sections D7 (Parks, Recreation & Open Spaces, D8 (Culture), and D11 (Social Inclusion)
- *Recreation Master Plan*, which recognizes accessibility to recreation as an important catalyst in developing more connected and welcoming communities
- *Community Safety & Wellbeing Plan*, which includes “Accessibility” and “Inclusion” as two of its Foundational Commitments

Environmental Impact

The recommendations in this report have limited direct impacts on energy consumption and greenhouse gas emissions.

OTHER OPTIONS

1. Status Quo: No immediate additional investment
 - Administration continues to run the activities approved in the preliminary report (Inclusion Support Service, training for recreation workers on disability and inclusion, and administering Adapted Sport and Recreation grants to community-based organizations).
 - Administration will continue to find ways to consult, communicate and engage with people with disabilities and their support networks using existing resources, but these efforts are likely to be less robust and less accessible to people with disabilities.
 - Administration will continue to seek external funding sources for larger capital upgrades, and to include accessibility-related upgrades within projects that are already approved and funded. Lower-cost upgrades to systems such as wayfinding will continue subject to future approvals of the Recreation Facility Program and Accessibility Improvements capital funding.
 - This option is not recommended because it would limit the effectiveness and reach of existing and new programs and services, and consultations conducted through this Motion have identified a clear need for the recommendations within this report.
2. Smaller capital investment: Consider a \$1.25M investment in capital upgrades to recreation facilities (\$250,000 over five years; half the recommended amount)
 - Administration could still respond to some of the highest-priority recommendations of the accessibility audits within this budget.
 - This option is not recommended because it limits the City’s capacity to respond to the accessibility audits and leaves many aspects of City recreation facilities inaccessible to some people.

COMMUNICATIONS

Administration is developing a multi-year adapted recreation communications strategy with an aim to improve overall communications accessibility and program awareness. This plan will include an inter-jurisdictional scan of best practice as it relates to adapted recreation, timelines, accountabilities and required resources. Administration has proactively identified a number of measures for inclusion in this plan, as identified in Appendix A. Thematically, these initiatives relate to capacity-building amongst City staff, and improvements to marketing content, channels and approaches.

DISCUSSION

Local Assessment/Engagement

To research the needs and opportunities for adapted recreation in Regina, Administration used the following strategies:

- Adapted Recreation Sector Reference Group – group of local non-profit organizations that support people with disabilities to access recreation, formed at the beginning of this project to guide Administration and provide input on each stage.
- Focus Groups – Consultants John Loeppky and Traci Foster from Listen to Dis' Community Arts Organization facilitated 20 focus groups with a total of 50 participants. See Appendix C for more details.
- Recreation and leisure sector engagement – an email was circulated to over 80 non-profit organizations, academics and other local stakeholders who work in recreation and leisure, providing the opportunity to provide input over email or participate in a virtual focus group.
- Public Survey – Consultant John Loeppky worked with Administration to develop and circulate a survey both online and in print. A range of measures were taken to ensure the survey was as accessible as possible. The survey was available on BeHeard and circulated by email and social media. The print version was dropped off at local organizations and all library branches. Posters were displayed on Paratransit buses, in libraries, and at City neighbourhood centres and recreation facilities. The survey garnered 210 responses. See Appendix C for more details.
- Assessment of Funding Availability – Administration compiled a listing of funding opportunities that support accessible recreation initiatives. The listing is attached to this report as Appendix E.
- Assessment of the Program Environment – Administration contracted Consultant Carla Harris to compile an inventory of current local recreation programs and activities. The inventory is attached as Appendix D.

Next Steps Based on Key Themes Identified

The following is a summary of proposed actions based on the key themes identified through consultations. The Consultants' report (Appendix C) elaborates on these key themes. For a full list of actions, see Appendix A.

1. **Communication and Promotion:** Access to information was the most prominent barrier to recreation identified through consultations. There is a strong desire to access programs and services that the City already provides, but a low level of awareness of those programs and services.

The following are some of the actions that have been identified to improve communications and promotion related to adapted recreation:

- Hire a FTE with lived experience of disability to the Communications & Engagement team to focus on accessible communications
- Expand accessibility information on Regina.ca and in the Leisure Guide
- Targeted campaigns promoting existing adapted recreation programs
- Add alt-text and image descriptions to all social media posts
- Develop a practice of better promoting programs through existing networks

2. **Accessibility & Availability of Programs, Services and Facilities:** Consultations pointed to a need to improve the physical accessibility of recreation facilities, reduce barriers to the registration process, and expand options to try programming before committing.

The following are some of the actions that have been identified to respond to this theme:

- Develop a new Inclusion Support Service to provide one-on-one, person-centered guidance and support to access recreation and leisure activities
- Accessibility audits of 40 public-facing City facilities
- Purchase additional adapted equipment
- Hold open houses & Try-It sessions prior to registration days

3. **Safety:** Safety was a high priority for consultation participants. This theme intersects with other themes, such as training, transportation and communications. Consultations noted a strong reliance on auditory information and alarms within City facilities, which poses a risk for people who are Deaf or hard of hearing.

The following are some of the actions that have been identified to improve safety in recreation for people with disabilities:

- Explore the installation of visual alarms and other emergency system upgrades
- Train recreation staff on emergency procedures for people with disabilities

4. **Transportation:** Consultations brought up a number of transit-related barriers to accessing recreation, including: concerns related to the Paratransit window and infrequent standard

buses on evenings and weekends, lack of capacity for spontaneity with current Paratransit service, desire for more consistency, and the option to bring recreation equipment on Paratransit. The Consultant also heard about long distances between parking and facility entrances.

The following are some of the actions that have been identified to respond to this theme:

- Provide 2 more Paratransit buses to support access to recreation
- Revise policies to allow recreation equipment on Paratransit buses

5. Cost: The cost of transit and recreation fees is a key barrier to participating in recreation for many respondents.

The following are some of the actions that have been identified to reduce cost as a barrier to recreation for people with disabilities:

- Promote Affordable Access Program through targeted campaign
- Provide 1-1 Inclusion Support Workers free of cost
- Provide Adapted Sport & Recreation grants to community-based organizations

6. Programs: Consultation participants expressed a need for: a balance between integrated and specialized programs, more hybrid programming, a wider variety of program times, more program options for teens and adults, more swimming opportunities, additional adapted fitness equipment and classes, and more adapted arts and culture programming.

The following are some of the actions that have been identified to respond to this theme:

- Develop new adapted programs for wider variety of ages
- Expand both inclusive and specialized programs
- Make existing programs more inclusive through staff training and adapted equipment

7. Training: There is a clear need for City staff to have more training related to accessibility. Priorities indicated within the survey results include disability etiquette and emergency procedures for people with disabilities.

The following are some of the actions that have been identified to respond to this theme:

- Train all front-line recreation staff in disability and inclusion, with an emphasis in 2022 on disability etiquette and emergency procedures
- Develop a training plan to ensure ongoing development of knowledge and skills
- Train Communications staff in accessible communications

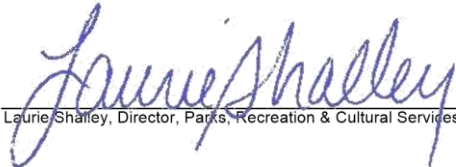
DECISION HISTORY

On April 14, 2021, City Council directed Administration to conduct consultations and develop a plan to increase recreation and leisure activities for people with disabilities (MN21-2).

On September 29, 2021, City Council approved the Preliminary Adapted Recreation Report (CR21-128).

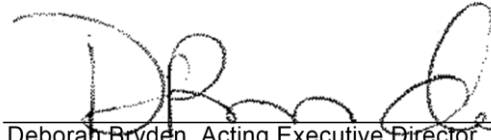
Respectfully submitted,

Respectfully submitted,



Laurie Shalley, Director, Parks, Recreation & Cultural Services

4/14/2022



Deborah Bryden, Acting Executive Director

4/28/2022

Prepared by: Shayna Stock, Coordinator, Community Well-Being & Inclusion

ATTACHMENTS

- Appendix A - Action Plan with Preamble
- Appendix B - Inclusive Recreation Motion April 2021
- Appendix C - Consultant Final Report
- Appendix D - Adapted Rec Program Inventory
- Appendix E - Funding Opportunities for Accessible Recreation
- Appendix F - Adapted Sport & Rec Funded Recipients
- Appendix G - Adapted Recreation Survey
- Appendix H - Accessibility Audit Summary

Appendix A: Adapted Recreation Action Plan

Plan Priorities

Through the local assessment, and in alignment with the Consultant's report, Administration has identified the following priorities related to adapted recreation:

- **Ongoing consultation** with people with disabilities (at a grassroots level with people with expertise in the subject matter that requires consultation, in addition to the Accessibility Advisory Committee) throughout next steps.
- **Hiring more people with disabilities** at all levels of the City to help inform and support next steps with first-hand knowledge.
- **Building trust** with people with disabilities is a necessary and long-term process; ensuring our next steps are responsive to consultations has the potential to help with trust-building over time.
- This work necessarily touches on multiple departments, including Parks, Recreation & Cultural Services, Communications & Engagement, People & Organizational Culture, Facilities, and Transit. **Cross-department communication and collaboration** on next steps is essential.
- All decisions must **acknowledge systems outside of the City's control** and how the City's decisions intersect with these systems, such as provincial social assistance programs, medical and care networks, and intercity transport systems.

Consultations revealed a strong need for the City to take a more systemic approach to accessibility, and for it to be (as one survey respondent said) "at the forefront of all community planning and design."

WHAT IS ADAPTED RECREATION?

Recreation is increasingly understood as an essential human need, with significant benefits to the health and wellbeing (mental, social, and physical) of individuals and communities.¹ But there are currently significant barriers in Regina to residents with disabilities who want to access local recreation opportunities.

For the purposes of this report, recreation includes all activities in which an individual chooses to participate in their leisure time. It is not confined solely to sports or physical recreation programs, but includes artistic, creative, cultural, social and intellectual activities.

Adapted recreation refers to recreation activities or programs that have been changed or designed specifically to be more accessible to people with disabilities.

Adaptations might include changes to equipment, content, support, technology, and/or environment, for example. Adapted recreation provides more equitable access to recreation, recognizes and accommodates the right of disabled people to participate in recreation, and allows people with disabilities to more easily access all of the associated health and social benefits that participation in recreation delivers.

Proposed Actions to Advance the Adapted Recreation Plan

Action	Responsible Department	Supported By	Notes	Proposed Budget		
CONSULTATION & ENGAGEMENT				2023	2024	2025
Develop a procedure and guidelines for consulting disabled residents on all major changes or additions to recreation programs or services, including a standard honorarium rate and process, and a process for reporting back to those consulted	Parks, Recreation & Cultural Services		<p>2022:</p> <ul style="list-style-type: none"> -develop procedure (with existing resources), in consultation with disabled residents <p>2023 onward:</p> <ul style="list-style-type: none"> -internal education and communication on procedure -S&CD supports all work areas to follow procedure -budget for honorarium payments 	\$10,000	\$10,000	\$10,000
<p>Develop a plan for more in-person and/or virtual options to learn about recreation facilities and programs before registering, including:</p> <ul style="list-style-type: none"> • Open houses • Try It sessions • Ambassador program 	Parks, Recreation & Cultural Services	Communications	<p>2022:</p> <ul style="list-style-type: none"> -develop a plan with existing resources <p>2023:</p> <ul style="list-style-type: none"> -(winter/spring) pilot with some programs and facilities -(fall) expand/ implement in full <p>Budget for extra staff wages and supplies</p>	\$10,000	\$10,000	\$10,000
Develop process to better promote accessible City programs and services to community organizations and support systems for people with disabilities	Parks, Recreation & Cultural Services	Communications	<p>2022:</p> <ul style="list-style-type: none"> -develop process and begin implementation with existing resources 	n/a	n/a	n/a

PROGRAMMING				2023	2024	2025
<p>Develop new programs and/or expand existing ones based on consultations and inventory of existing local programs, including:</p> <ul style="list-style-type: none"> • Balance of specialized and integrated • digital and in-person (or hybrid) • considering lifelong activity • more options outside of the work day • considering Paratransit availability 	Parks, Recreation & Cultural Services	Transit	<p>2022 (Fall/Winter):</p> <ul style="list-style-type: none"> -Increase fitness opportunities in both inclusive and adapted options -Increase social opportunity programs in both inclusive and adapted options (particularly in the art/culture area) -Increase program locations <p>2023 and ongoing:</p> <ul style="list-style-type: none"> -launch new programs, expanding annually until 2024 (budget for staff and supplies) 	\$55,000	\$60,000	\$65,000
Increase availability of adapted/accessible equipment	Parks, Recreation & Cultural Services	Facilities	<p>2022</p> <ul style="list-style-type: none"> -consult on specific equipment, programs, and locations (with existing resources) <p>2023 and ongoing</p> <ul style="list-style-type: none"> -budget for purchase and maintenance of new equipment 	\$20,000	\$15,000	\$10,000
Explore options for reducing recreation and leisure costs for people with disabilities	Parks, Recreation & Cultural Services		Begin in 2022 with existing resources	n/a	n/a	n/a
Explore options for making the registration process more accessible for people with disabilities (eg. less time-sensitive, more flexible)	Parks, Recreation & Cultural Services		Begin in 2022 with existing resources	n/a	n/a	n/a
Explore options for making facilities more available for community-based organizations to book at times that work for Paratransit	Parks, Recreation & Cultural Services	Transit	Begin in 2022 with existing resources	n/a	n/a	n/a

Reduce line-ups at Maple Leaf Pool	Parks, Recreation & Cultural Services	Social & Cultural Development	<p>2022:</p> <p>-monitor attendance numbers and line-ups (2nd season of the new pool, 1st full season without Covid restrictions and with new hours)</p> <p>2023:</p> <p>-explore options for reducing line-ups if needed</p>	n/a	n/a	n/a
COMMUNICATIONS				2023	2024	2025
Develop a Communications Strategy for Adapted Recreation	Communications	Parks, Recreation & Cultural Services	<p>2022:</p> <p>-done with existing resources</p>	n/a	n/a	n/a
Build capacity amongst Communications & Engagement and other City of Regina staff through an accessibility communications session	Communications	Parks, Recreation & Cultural Services	2022 with existing resources	n/a	n/a	n/a
Addition of a communications resource with lived experience to Communication & Engagement team to support City staff on accessibility best practice, project-specific work, and create source materials for broader organizational use, such as a City of Regina accessibility guide	Communications	Parks, Recreation & Cultural Services	Hired in 2023	\$102,000	\$102,000	\$102,000
<p>Enhance web content by expanding and improving accessibility information on Regina.ca, including:</p> <ul style="list-style-type: none"> accessibility information for each type of program and facility and parking information 	Parks, Recreation & Cultural Services	Communications	<p>2022:</p> <p>-begin expanding accessibility content on Regina.ca, with existing resources</p> <p>2023:</p> <p>-further expanding and improving accessibility information on Regina.ca</p>	\$ 10,000	\$10,000	\$10,000

<ul style="list-style-type: none"> infographics and/or video tours of recreation facilities 			-infographics/video tours of recreation facilities Ongoing: Technical scans with existing software to ensure accessibility expectations exceeded and plain language communications being used			
Improve awareness of adapted recreation programs and other efforts to lower barriers to recreation (such as the Affordable Access Program) through targeted promotional campaigns	Communications	Parks, Recreation & Cultural Services	2022: -launch in time for Fall session with existing resources 2023: -first full year of additional promo 2024 and ongoing: -maintain ongoing promotions	\$30,000	\$30,000	\$30,000
Accessibility and inclusion review of city signage to create consistency and align with brand standards	Communications	Parks, Recreation & Cultural Services	To be completed in 2022 with existing resources	n/a	n/a	n/a
Enhance all social media posts through the use of alt text and image descriptions	Communications	Parks, Recreation & Cultural Services	Begin in 2022 with existing resources	n/a	n/a	n/a
Review leisure guide to improve accessibility information	Parks, Recreation & Cultural Services		2022: -review, make any changes possible within existing resources 2023: -see next action item	n/a	n/a	n/a

Audit existing marketing materials, notably, the Leisure Guide, through the lens of accessibility. Consider opportunities for more user-friendly and/or non-digital materials for the Leisure Guide and other City of Regina materials	Communications	Parks, Recreation & Cultural Services	2023: -audit with existing resources, provide non-digital materials as required	\$15,000	\$15,000	\$15,000
Expand city image bank to include photos that better represent those with disabilities for use in promotional materials, social media and Regina.ca	Communications	Parks, Recreation & Cultural Services	To be completed in 2022	\$6000	\$6000	\$6000
TRANSIT				2023	2024	2025
Provide more Paratransit buses at more times to support access to recreation	Transit & Fleet	Parks, Recreation & Cultural Services	Council approved 2 new buses and 6000 more service hours related to recreation; this additional capacity is being rolled out in 2022 in consultation with disability community	n/a	n/a	n/a
Explore options to book paratransit buses on short notice to attend recreation opportunities	Transit & Fleet	Parks, Recreation & Cultural Services	To be explored as part of roll-out of new service capacity in 2022	n/a	n/a	n/a
Revise paratransit policy to allow people to travel with equipment required for adapted recreation or leisure	Transit & Fleet	Parks, Recreation & Cultural Services	In 2022 with existing resources	n/a	n/a	n/a
FACILITIES				2023	2024	2025
Complete accessibility audits of City recreation facilities	Parks, Recreation & Cultural Services	Facilities	2022-2023: -work with Consultant to audit 29 remaining facilities (11 facilities already completed in 2021) See Appendix H for more details including a full list of facilities to be audited.	\$50,000	n/a	n/a

<p>Develop a plan for accessibility-related upgrades to City recreation facilities, according to priorities outlined through the accessibility audits and adapted recreation consultations, including:</p> <p>Note:</p> <ul style="list-style-type: none"> - Providing more fully accessible washrooms (including lift, bed/plinth) - Exploring options for increasing wheelchair-accessible and standard parking spots closer to building entrances - Exploring options for dedicated safe spaces and bathroom areas for service dogs within City recreation facilities - Installing visual alarms in City recreation facilities, in consultation with Deaf and hard of hearing residents - Exploring options for making recreation spaces more accessible for people with sensory barriers (eg. developing dedicated spaces for participants to retreat and re-regulate in order to re-enter an activity; providing adaptive equipment such as sensory headphones) 	Parks, Recreation & Cultural Services	Facilities	<p>2022-2023:</p> <p>-Begin in 2022 and finalize in 2023 once remaining audits are completed and aligned with Accessibility Master Plan</p>	n/a	n/a	n/a
Based on the plan for accessibility-related upgrades to City recreation facilities, submit	Parks, Recreation & Cultural Services	Facilities	2022:	\$500,000	\$500,000	\$500,000

a capital budget request and seek grant opportunities for implementation of the plan			-Develop and submit business case based on information available from accessibility audits and adapted recreation consultations			
PARKS				2023	2024	2025
Further consult people with disabilities and their support networks on improving the accessibility of playgrounds	Parks, Recreation & Cultural Services		<p>2022:</p> <p>-consultation and policy development, within existing resources</p> <p>2023 & beyond:</p> <p>-upgrades</p>	TBD	TBD	TBD
STAFFING				2023	2024	2025
Hire more disabled people at all levels of recreation delivery (including FTEs, casual rec workers, program facilitators, ambassadors, etc.)	Parks, Recreation & Cultural Services	People & Organizational Culture Unions	<p>2022:</p> <p>-conversations between People & Organizational Culture, Unions and Parks, Recreation & Cultural Services</p> <p>-development of a process/policy for specifically recruiting and prioritizing disabled applicants</p> <p>-begin implementation</p>	n/a	n/a	n/a
Develop a City-run, no-cost Support Worker service, including: <ul style="list-style-type: none"> • Team of Inclusion Support Workers with appropriate training, hired as contractors • Option for participants to choose their own Support Worker • Minimal “red tape” to access • Ensure consistency and choice for users 	Parks, Recreation & Cultural Services	People & Organizational Culture	<p>2022:</p> <p>-hire Inclusive Recreation Advisor to develop and coordinate this program</p> <p>-develop format and processes</p> <p>-hire Inclusion Support Workers and ensure they have appropriate training</p> <p>-launch</p> <p>2023 & ongoing</p> <p>-maintain and expand</p>	n/a	n/a	n/a

			From existing resources, approved through the 2022 budget process			
Hire a full-time Program Specialist – Adaptive Services with a disability to support rollout of this Plan	Parks, Recreation & Cultural Services	People & Organizational Culture	From existing resources, approved through the 2022 budget process	n/a	n/a	n/a
TRAINING				2023	2024	2025
Develop an annual training plan for all recreation staff on disability and inclusion, ensuring training is regular, and responsive to emerging needs as identified through ongoing consultation	Parks, Recreation & Cultural Services	People & Organizational Culture	Can do with existing resources in 2022	n/a	n/a	n/a
Immediately provide accessibility training for all front-line recreation staff, with a focus on disability etiquette/reducing attitudinal barriers, and emergency procedures for people with disabilities	Parks, Recreation & Cultural Services	People & Organizational Culture	2022: -develop and provide initial training From existing resources, approved through the 2022 budget process	n/a	n/a	n/a
Ensure staff working in facilities with adapted equipment are trained to use it (and show someone else how to use it)	Parks, Recreation & Cultural Services		Start immediately. Review can be done with existing resources; training dollars can come from approved training budget.	n/a	n/a	n/a
Train recreation service providers on paratransit arrival and departure procedures	Parks, Recreation & Cultural Services	Transit	Begin in 2022 with existing resources	n/a	n/a	n/a
COMMUNITY SUPPORTS				2023	2024	2025
Ongoing distribution of Adapted Sport & Recreation grants to community-based organizations	Parks, Recreation & Cultural Services	Community Investment Grants Program	\$200,000 annually, from existing resources approved through the 2022 budget process	n/a	n/a	n/a

Maintain list of external funding available to community-based organizations to support accessible recreation	Parks, Recreation & Cultural Services	Community Investment Grants Program	Update annually, distribute alongside materials for City of Regina Adapted Sport & Recreation funding	n/a	n/a	n/a
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April 14, 2021 – City Council Motion

Recommendation

THEREFORE BE IT RESOLVED that Regina City Council direct Administration to:

1. Conduct a consultation with the general public, people with disabilities, care providers of children with disabilities, recreation and leisure sector (community associations, non-profit and private organizations) on the following:
 - a. What types of inclusive recreation and activities are needed; and
 - b. Identify barriers and enablers to providing additional recreation and leisure programs;
2. Create an inventory of current recreation programs and activities provided by the City of Regina and other private and non-profit organizations, including a cost analysis for the expanded level of programming that may be needed;
3. Research options for expanding availability of accessibility grants with the Community Investments Grants program for both non-profit and private organizations to encourage inclusive and specialized recreation and activities;
4. Promotes grant funding for inclusive and specialized programming for people with disability; and
5. Engage both the Federal and Provincial government for funding local business and or sponsorship opportunities for financial support.
6. Report back to City Council on these directives with budget recommendations in Q3 of 2021 with a final report in Q1 of 2022.



City of Regina Accessible Leisure and Recreation Final Report

A note on language: Listen to Dis (LTD') uses both identity-first language (i.e., disabled person) and person-first language (person with a disability) throughout this report, as we have done throughout the process. While LTD' acknowledges that many administrative systems prefer wording such as persons experiencing disability, or people with varied abilities; it is in line with a disability-led process such as this to acknowledge and reflect the language used in community. The only caveat to this is, where survey respondents are quoted, their language has not been changed. In all areas where quotes appear, they are as submitted, unless further context is required. In these cases, square brackets have been used.

Listen to Dis' would also like to acknowledge that significant areas of this report are similar to the preliminary report. We would ask that readers of this document take note of the additional shared context provided by the survey respondent in these areas.

Lastly, this document is available in large print. If you require any additional access, or if you find an accessibility issue within this report, please email the writer at John.Loepky@listentodis.com.

RECOMMENDATIONS

1. That the City of Regina explore and implement changes to communication strategies that reflect the barriers to entry currently being faced. Communication concerns related to accessibility were brought forward by disabled people, their support systems, and the sport and leisure sector members who are delivering accessible services, the details of which are outlined in this report. These changes would include communications in terms of promoting programs, but also communication within municipal structures that facilitates conversation with the disability community/support systems.
2. That the Council provide additional funding to increase transport services via Paratransit, increasing parking options, and reviewing accessibility procedures as part of City bus services.
3. That the City of Regina explore developing new programming options that balance integrated and specialized programming as well as reviewing the possible expansion of current programs. This would include addressing the communication barriers presented by systems that are vital to the achievement of this goal, such as the City's website and social media platforms.
4. That the Council provide funding to hire additional disabled staff and program providers, in addition to funding for care and support staff of the participant's choosing in order to provide consistency and increase trust.
5. That the Council provide additional funding for current staff and community training to better meet the needs of those listed in the original motion, particularly in the areas of social training (such as disability etiquette best practices) and emergency procedures that include those with visible and invisible disabilities, as well as d/Deaf and/or hard of hearing participants.



ISSUE

The issue initially highlighted by City Council was the lack of access to recreational leisure opportunities for the disabled citizens of Regina, their support systems, and service providers. On April 14, 2021, Regina City Council passed a motion that read, in part: "BE IT RESOLVED that Regina City Council direct Administration to:

- "1. Conduct a consultation with the general public, people with disabilities, care providers of children with disabilities, recreation and leisure sector (community associations, non-profit and private organizations) on the following:
 - a. What types of inclusive recreation and activities are needed; and
 - b. Identify barriers and enablers to providing additional recreation and leisure programs;"

A preliminary report was submitted on August 11th, 2021 which described the findings of a focus group process that included 50 participants and provided qualitative information in order for the relevant department(s) of the City of Regina to make recommendations for a funding ask across multiple budget lines. This process also informed the construction and implementation of the survey that provided a significant portion of the data relevant to this final report. These processes continue to be interconnected. Below are descriptions of each stage of the process, including the methodological reasoning for their inclusion, with a discussion portion following.

INITIAL PROCESS AND FOCUS GROUPS

Listen to Dis' Community Arts Organization was selected as the consultant for this process and entered into an agreement with the City of Regina on June 22, 2021. Planning began immediately and 20 focus groups were facilitated between July 6 and July 30. There were 50 total participants and approximately 13 more submitted interest in attending and then were unable to do so. ASL interpretation was held for one session, facilitated by Saskatchewan Deaf and Hard of Hearing Services, and auto captioning was provided for each session. Individual sessions were made available on request to meet the access needs of both the participants and the facilitators. Of those who attended, 34 were provided honorariums in recognition for their lived experience with disability. Members of the public were asked three questions as part of the focus groups:

1. What types of inclusive recreation and activities are needed?
2. What are the barriers you or those you support face when accessing recreation or leisure programs in the City of Regina?
3. What supports would better enable you or those you support to access recreation or leisure programs in the City of Regina?

What followed were hour and a half to two hour sharing sessions. As part of the process, participants were briefed on the history of Listen to Dis', the approach taken by being disability-led and informed by disability culture, as well as the expectations of the sharing of data compiled. From there, lead facilitator John Loepky compiled the notes taken during the process and refined their presentation into



the initial report. That report was then presented to the sector reference group, the community wellness committee, the Accessibility Advisory Committee, and finally to Council on September 29, 2021. This final report is a continuation of the original in recognition of the stories told during both stages of this data-gathering process.

LTD' has aimed to be as representative as possible within this final submission without presenting an unwieldy document. The key here is to facilitate action, to listen, to learn, and to support. This process is intended to follow disability cultural practices and procedures by giving space for data-based feedback as well as story.

SURVEY DEVELOPMENT AND RELEASE

At the conclusion of the initial focus groups, it was identified that an additional offering would be beneficial for the recreation and leisure sector to be undertaken after the initial report was submitted. Five people expressed interest and two attended. From there, a survey was built with the stated mission of a) hearing from the wider community and b) being as accessible as possible. The survey had been an intended part of the process from the beginning in order to grow the scope of the project and hear from as many constituents as possible. The throughline of the two data-gathering strategies is that both offered the same three questions as in the focus groups.

The survey asked a number of questions related to priorities, barriers, and programming suggestions to those with disabilities, their support systems, and the wider recreation and leisure sector. Participants were able to identify with multiple categories of experience in an acknowledgement of the variety of lived knowledge within community. The survey also featured an additional question, requested by the City of Regina's community well being and inclusion staff, stemming from Council's decision to move forward with exploring a support staff program for recreational activities. The question read:

"The City is exploring the development of a program that would provide support workers to people who request them in order to attend City programs or activities. Is this a service you or those you support would access? If so, what concerns, questions or recommendations would you have about this type of program?"

The reaction to this question is explored further in the discussion section of this report.

In relation to accessibility, a number of disabled citizens were paid an honorarium to complete both the print and digital survey in order to provide accessibility feedback. The survey was opened on November 19, 2021 and closed on December 3. Print surveys were distributed to City of Regina facilities, including libraries in regular and large print. The survey garnered 210 responses, bringing the total number of participants in this process (not including the consultants, City of Regina staff, sector reference group members, and accessibility committee members) to approximately 262.

For the sake of transparency, it is vitally important that this report reflect the accessibility issues that



were presented throughout the survey process. Tools that are repeatedly used in other City of Regina surveys on the Be Heard platform, such as matrix tables and ranking questions, were found to be inaccessible to screen readers, and multiple people who tested the accessibility of the survey asked if it would be possible for the City of Regina's digital spaces to offer a tool to change text sizes and contrast. The discussion area of this report returns to communication as a key area in terms of accessibility improvement in the recreation sector, of which online connection is a vital part.

IMPACTS

Accessibility Impacts

The foundation of this report is asking: how can accessibility and inclusion to and within sport and leisure programming in the City of Regina be obtained, maintained, and improved? The core of this process, led by one of Saskatchewan's only disability-led organizations and facilitated by two disabled professional arts administrators with a combined 31 years of experience in the sector (lead facilitator John Loepky and secondary facilitator Traci Foster) are acknowledgements that the City of Regina considers people with disabilities integral to community participation, care, and leadership. This commitment was also displayed in the willingness to provide honorariums to those participating in focus groups and survey testing. The use of this process's methodology was repeatedly remarked upon as a positive way for the City of Regina to engage with future projects.

Financial Impacts

This report's financial implications are related to how the Council chooses to tackle the myriad of concerns that are described in this report. Put plainly, in order to bring the City of Regina in line with its stated mission to be accessible, significant funding will be required. Major areas for additional funding include:

- Staffing – including the hiring of disabled staff with lived experience and appropriate training in supporting accessibility from an administrative and foundational level.
- Communications development — such as process and website accessibility consultations and redesign, including an increased focus on the use of options that don't solely rely on the website when it comes to booking and learning about programming
- Training – particularly involving disability etiquette and safety training for participants and facilitators at all levels of the municipal structure
- Transit (including, but not limited to, paratransit)
- Increased programming options that are both integrated and specialized while working towards offerings that consider lifelong activity at a foundational level
- Additional accessible equipment and space considerations in recreation facilities, including involving disabled participants in the planning stages of current and future developments.

Policy Impacts

This report ties directly to the policy considerations within accessibility that are to be put in motion



later this year.

The findings of this specific report, when it comes to policy, are largely internal matters — such as training procedures — rather than large scale areas of discussion for Council. It should be noted that the areas of policy and development that were highlighted by those who engaged in this process will require a significant financial investment and continued community consultations throughout. In the view of the consultants, this document informs priorities that it is vital Council be considering. A key phrase in the international disability community is “Nothing About Us Without Us”. Accessibility projects and policies at the municipal level need to model this ethos to be effective. This report is part of a larger municipal landscape, with intersecting systems, that any accessible recreation programming offerings must take into account.

OTHER OPTIONS

Status Quo

This process has highlighted that, while there are positive aspects to the current City of Regina approach, many citizens feel that the status quo needs to be interrupted for the betterment of accessibility and inclusion. If the status quo is maintained, the process as outlined by the original motion will continue, but there will have been missed opportunities to act upon the recommendations provided by a highly-engaged group of constituents. More of the same will mean that disabled people in Regina of all ages will continue to miss out on recreation and leisure activities that have a direct benefit to their health and social wellbeing. It will also mean that support systems, whether they be friends and family members or those working in the recreation sector, will not be best equipped to support the disabled people in their lives when it comes to the programs offered by the City of Regina.

Initial fixes

First steps include a continuation of the suggestion from the initial report to commit to an ongoing level of communication and accessibility with the disabled community that does not currently exist. The previous report suggested a hiring process for additional disabled staff to be undertaken, communications plans that reflect the needs of disabled participants be implemented, and costs of additional accessible equipment and training be identified. The survey portion of this project identified some areas – including ongoing renovations of City of Regina facilities –that could benefit from immediate consultation with the disabled community at a grassroots level. Within this initial step it is key to remember that the largest barrier identified – regardless of the participant’s identity – was a lack of knowledge regarding programs.

Long-term solutions

Recommendations from this report are integrated at an accessible and maintainable pace, leading as seamlessly as possible into the Accessible Regina report due later this year. Long-term solutions require community feedback that goes beyond the current structure.



COMMUNICATIONS

The additional communication resources needed are related to the implementation of program awareness and the accessibility of the City of Regina's communications process.

DISCUSSION

"I don't want to wonder if I'm welcome, I want to know that I'm welcome."

Those are the words of one of the 63 participants who signed up to be a part of the Listen to Dis' facilitated focus group as part of this process. The final number of focus group participants was 50. The experiences of those involved run the gamut, with the majority being disabled people, and the rest evenly split between members of support systems (parents, guardians, support workers) and those who work in the recreation and leisure sector. A number of participants also could be characterized as belonging to more than one group, which only deepened the level of knowledge being shared. We also saw a number of people who identified as both a disabled person and someone who is

supporting another disabled person in the survey results. Though that data is hard to quantify through the structure devised, the existence of written responses points to the interconnectedness of disabled community in Regina.

The wider data availability that came from the fall survey helped broaden the scope of the conclusions found in the preliminary report. Of the 210 survey respondents who chose to answer whether or not they identified with disability, 64.9% answered no, with 35.1% answering yes. As a result, we saw a close to flipped ratio (in terms of identity) from the focus groups. No other demographical information was collected as part of the survey and all names were redacted once the data reached the consultants for the final report.

Firstly, it is important to understand that any movement forward in accessible leisure and recreation, in the eyes of both focus group participants and survey respondents, must acknowledge the other systems a person with a disability has to intersect with in order to access programming. While this report (like its predecessor) draws some arbitrary distinctions for the purposes of clarity, a number of the systems outside of the City of Regina's full control are:

- Provincial Social Work Programs (including CLSD — Community Living Service Delivery)
- Medical and care networks (family physicians, rehabilitation facilities, physical therapists, Homecare etc.)
- Transport systems (particularly the lack of accessible intercity transit)
- Funding and equipment programs (such as SAIL — Saskatchewan Aids to Independent Living — and SAID — Saskatchewan Assured Income for Disability)
- Provincial and federal funding related to disability
- The current provincial process related to the Accessible Canada Act



One of the main conclusions Listen to Dis' takes from this project is that each City of Regina programming decision must acknowledge how it intersects with these and other outside systems.

It's also vital to understand that many participants are wary of engaging in City programs, some choosing to actively not attend, because of previous negative experiences where a minimal level of accountability or access occurred. In the words of one participant, "You get burned enough times, you stop going near the fire." The survey respondents struck a more hopeful tone, on the whole, but hesitancy and frustration were still palpable. This difference can be attributed to the different modes of data gathering, with a focus group allowing discussion and follow up questions that support storytelling.

The focus group portion of this process revealed that there is lengthy and important work that needs to be done to repair relationships with disabled citizens in Regina who feel they have been consistently spoken for instead of spoken with. While much of the written response to the survey was solutions-focused, there was still a palpable frustration evident. That restorative work, in LTD's view, has to happen on an individual and human level in order to restore trust and needs to go beyond the committee level. This is not a case of simply moving forward, but acknowledging and integrating past issues that have, in some cases, caused considerable community harm.

Responses from participants fit broadly within 7 categories:

- Communications
- Access & Availability
- Transit
- Cost
- Program Suggestions
- Training
- Safety

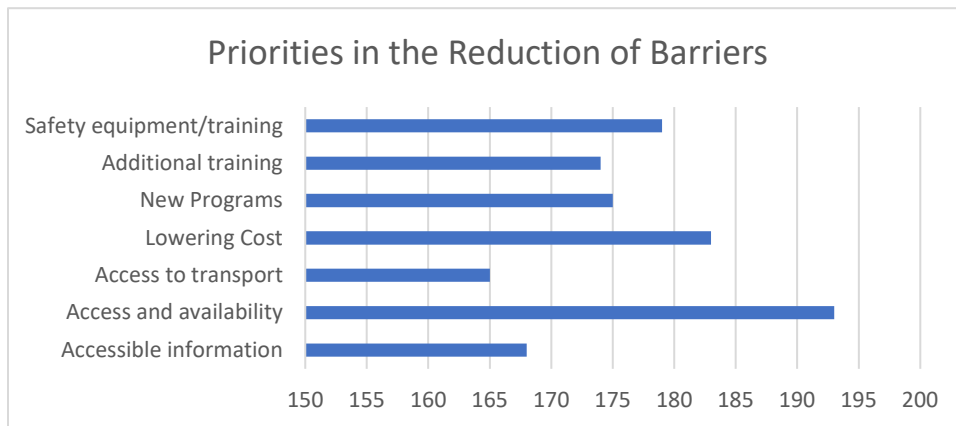
Having learned of these broader areas during the focus groups, the survey was constructed in a way that asked respondents to share which areas were a high priority for them, and which were lower or not a priority. For this analysis, Listen to Dis' has weighted those responses. The scale is described below.

Label	Point Value
Not a Priority	0
Low Priority	1
Medium Priority	2
High Priority	3

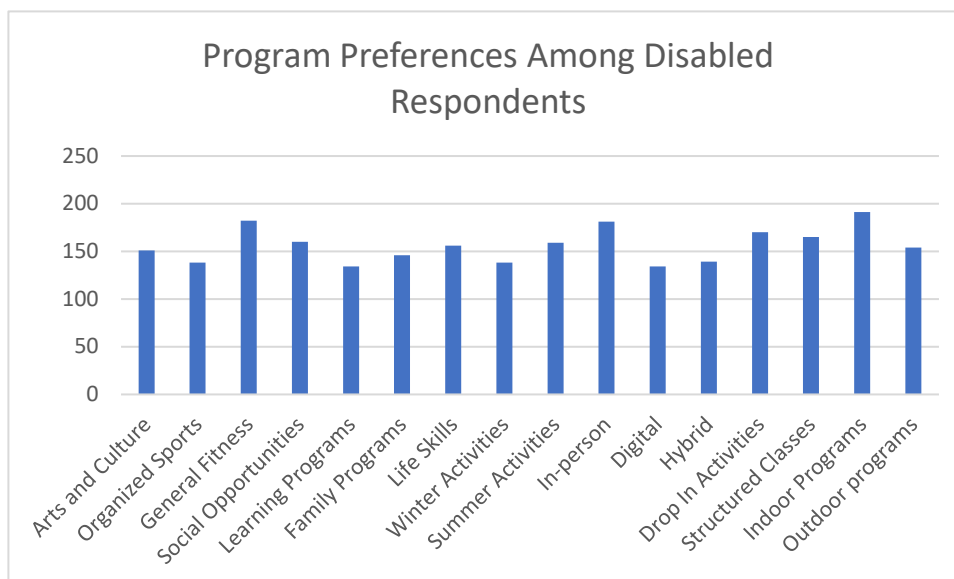
When we map that onto a bar graph, keeping in mind that this question was relayed to self-identifying



as disabled respondents, we see a cluster of competing priorities.



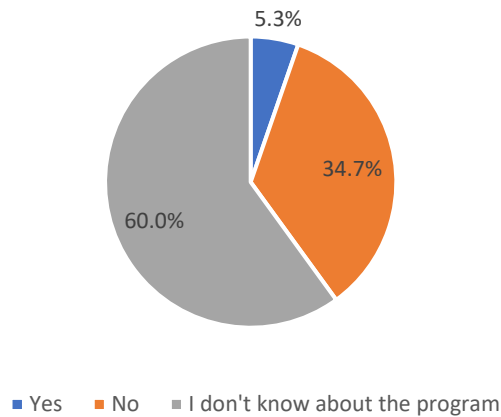
As new programs were identified as a key need in community, disabled survey respondents were asked what level of priority different program offerings have for them.



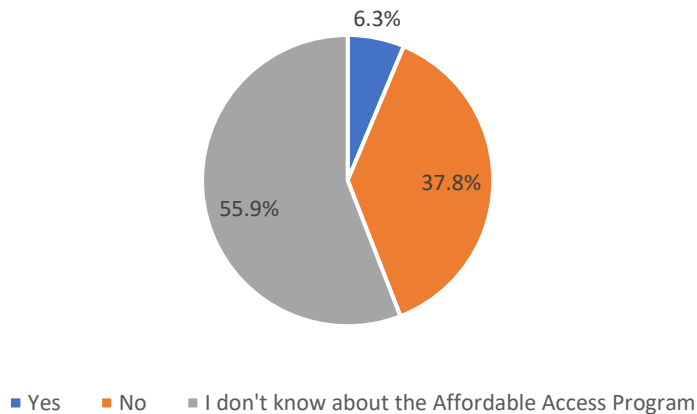
As expected, with so many areas of concern within community, both charts have many priorities at similar levels of interest. Most notable to the consultants was the high level of priority given to general fitness classes and the highlighting of cost as one of the larger barriers within the community, given the relatively low knowledge level regarding the Affordable Access Program. Below is the data for both disabled respondents and that of support systems. The total number of respondents between these two graphs is 202.



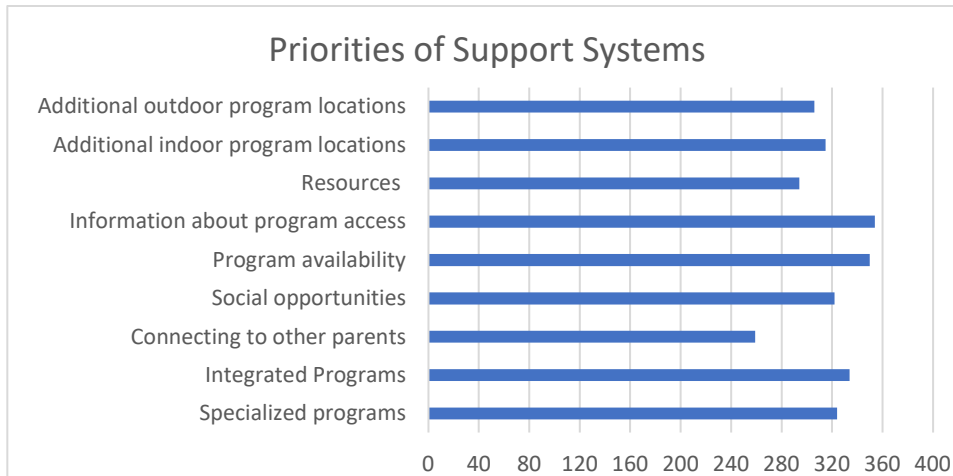
Affordable Access Program Usage Disabled Respondents



Affordable Access Program Usage (Support Systems)



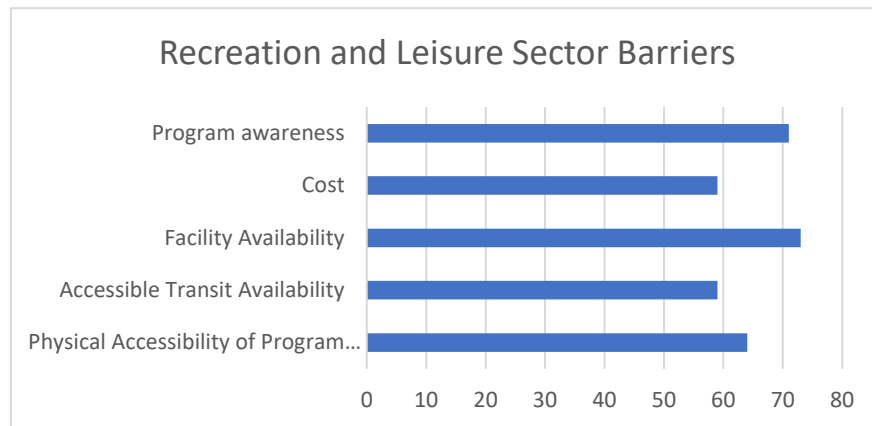
Also drawing from the knowledge gained at the focus group stage, survey respondents who self identified as part of a support system for a disabled person/person with a disability were asked about their priorities. In this analysis the same weighting system as above has been used. Please note that the comparison here is between people talking about themselves as disabled individuals versus talking about themselves in a support role. This data should not be read as a disabled versus non-disabled comparison.



Here, the highest priorities were for information about program access as well as the amount of program availability. The other notable point, which will be explored further on later in this report, is the balanced want for integrated and specialized programs. In this context, specialized means programs dedicated to those with disabilities while integrated programs are ones that offer the opportunity for those with and without disabilities to participate together.

Lastly, those working in the recreation and leisure sector were asked about the barriers they face. These results were weighted using the following values:

Label	Point Value
Not a Barrier	0
Minor Barrier	1
Secondary Barrier	2
Major Barrier	3



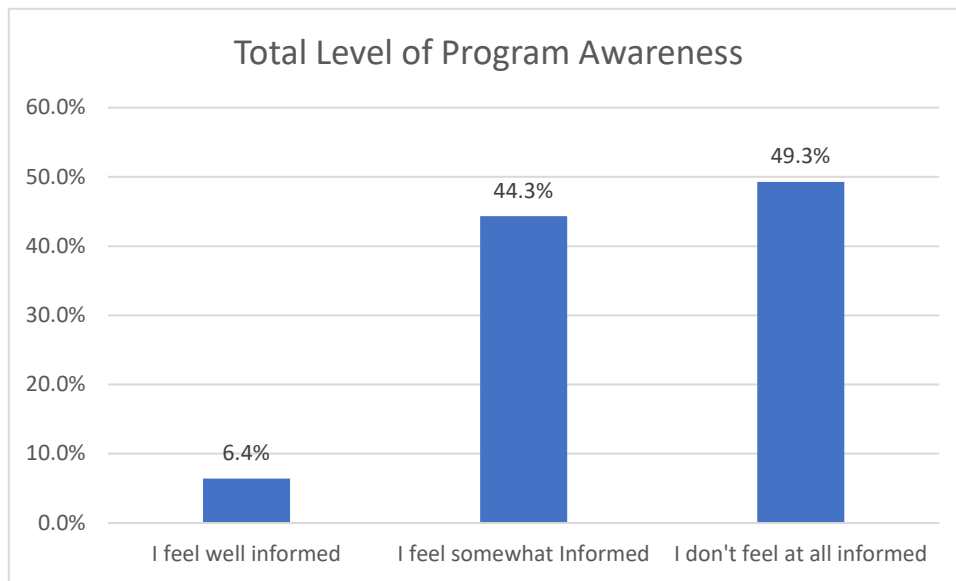
Here again we see a close cluster of priorities, which will be explored further throughout this report. This data is from 37 respondents.

Following is a section-by-section breakdown of what was brought forward throughout this project. This discussion combines the previously discussed focus group participants as well as the newer survey data and responses.. While this list is not exhaustive, there were many thousands of notes taken and 496 essay-style responses to the four questions posed at the conclusion of the survey, we have worked to condense the material shared into digestible and actionable information. In-keeping with the methodology of the project, quotes from the survey portion have been included alongside what feedback focus group participants gave us permission to include. Some portions of this report remain from the preliminary report, but Listen to Dis' would like to draw special attention to the additional data framing those areas.

Communication

Broadly speaking, initial focus group participants felt that either they did not know of the programs available, or that what was available to them was not accessible. There was a heavy sense that, paraphrasing a focus group member, people are tired of being spoken for instead of spoken with. Within that are a multitude of suggestions, starting with the main tools that the City of Regina uses to communicate with its citizens in promoting leisure programs. To be clear, it is apparent that there is an intense desire to access the programs the City of Regina is already offering, and the value they hold, but that there are also linked barriers to that engagement.

This lack of awareness was made clear in the survey responses. Below is a graph showing how respondents responded to the question: "Please select the statement that best represents your awareness of the City of Regina's adaptive recreation programming." There were 203 total respondents.



In addition, while 210 responses were collected, 1179 people viewed the page on BeHeard, but did not complete the survey. It is the view of the consultants that an increased amount of accessibility on all digital platforms that the City of Regina uses would benefit a process of this type and increase engagement. LTD' also note that the focus groups were an invaluable part of this process and are especially vital where lived and shared experience is such a key part of a solutions-based mindset moving forward.

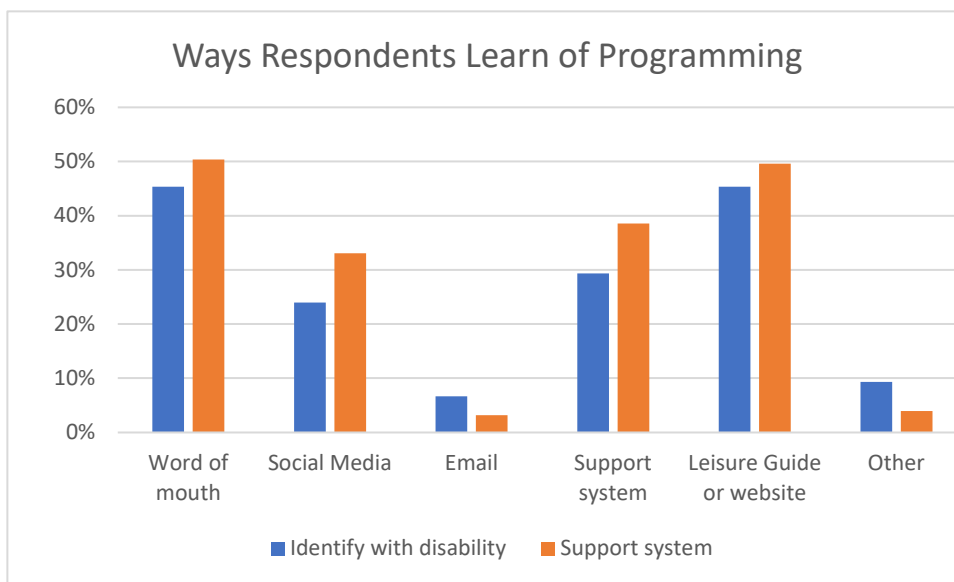
One major area of concern is the accessibility of the website for all users. A number of focus group and survey participants suggested that the website have a dedicated area for accessibility in programming, including accessibility details for each strand of City of Regina programming. Another suggestion was that future redesigns take blind and visually impaired users further into account, particularly when it comes to font size and contrast levels. This need was evident throughout the process leading to this report, particularly as the need for more accessibility for the blind and visually impaired was brought forward at the sector reference group stage and was again addressed during the survey accessibility process.

Staffers in the recreation and leisure sector spoke to a constant need for further connection to other partners in the space that the current system does not provide. The use of an ASL interpreted video component within the website was also discussed at the focus group table and 36.3% of disabled respondents pointed to a need for increased communication training when it comes to supporting the Deaf/hard of hearing community. Focus group participants were regularly educating each other about programs within the focus groups and, while this does speak to the collaborative nature of the community, that the vast majority had barriers to knowing about these programs speaks to a significant communications gap. The heavy reliance on word of mouth when it comes to community members knowing about programs is another example of how communication systems can be improved. Perhaps most telling, of those who responded to the question asking about the usage of the affordable



fun program, an average of 58% shared that they did not know what the program was, 36.2% shared that they did not access the program, which left 12 respondents (of 202) who said they access the program. Combined with the heightened concerns about cost barriers, it is clear to the consultants that this should be a key area of focus moving forward.

Many focus group participants shared that they felt that there is both an over reliance on the leisure guide and a lack of accessibility information available within it. While participants acknowledged that digital is a key way to engage with the public, and it should be noted that this was the primary way that the survey was distributed, some felt printed leisure guides are still important, and that the guide needs to be clearer and address a deeper description of accessibility than whether the program meets the most basic of criteria. This was identified as a particular area of concern for seniors. The following graphs shows where respondents learn of programming from.



This data suggests that the leisure guide is vital to community, as is building relationships. It should be noted that there was not a significant difference between the amount of disabled respondents' results and that of support systems. While we acknowledge that the distinction is imperfect, many disabled people are themselves part of support systems for other disabled people, the wide spread nature of this response is notable.

"Accessible activities should be as promoted as mainstream rec activities. The disabled population in Regina is not small. More people would find out about the activities going on that are designed to be accessible if it was promoted more in catalogs or social media." – Survey Respondent

Specific examples of the types of information that were discussed as needs are:

- Detailed instructions on how to sign up, including any accessibility provisions required. Specifici-



cally, what steps will need to be taken once you get to the location of the event. A key concern here is how accessibility is considered during the sign-up process.

- A note on the physical requirements of a program (for example, is there access to a sensory space that will allow participants to emotionally and physically reregulate, or whether physical transferring is required for access to the program)
- More information about COVID protocols and safe spaces. Many survey respondents shared intricacies of the disabled person they support's lived experience that would require individual support or unpacking in order for a program to be considered safe for all involved
- Notes on the accessibility of the space that goes beyond saying a space is accessible. For example, is a swimming program in a space where a lift is available in the changing area.
- Increased direct communication between staff and previous participants.

The positive aspects of sharing on social media were noted repeatedly, but conversations frequently returned to how connections to community organizations, citizens, and support systems could be leaned into in order to facilitate further engagement.

"[The barriers I face are] Not knowing if accessibility needs will actually be met, even for programs advertised as accessible. Not sure where to ask questions to find out before signing up." – Survey Respondent

What kept coming through, particularly from disabled participants during focus groups, was that they want to hear more information from disabled people and their support systems who have previously used the program and that said people with disabilities are paid to help support that programming. It was repeatedly expressed that inquiring about a program and then choosing to attend is about trust. Trust that participants will be listened to and, crucially, not misled. A number of participants said that they felt that those administering programs sometimes say yes to questions about accessibility because of their belief in equality or their fear of saying something wrong, without a deep understanding of what that accessibility means for a particular person in the context of a specific program.

"People don't even know exactly what that [adapted recreation] is, whose it for, etc." – Survey Respondent

This led to a number of shared instances where participants struggled to access programming or attended and then immediately left once they identified that the barriers present were too difficult to navigate. The point was repeatedly made that, in order for disabled people and their support systems to attend programs, they must know as many details as possible. The burden of that research when it is not readily available appears to be a key determinant when it comes to selecting whether to attend. This breakdown in communication leads to negative experiences and participants choosing not to attend again.

One major theme in terms of suggested remedies is to better connect with community organizations and support systems. These focus groups confirmed that many participants are learning of programs



from word of mouth and/or medical and social system professionals. There was a heavy recommendation that the City of Regina dedicate more resources to connect with educational staff, particularly when it comes to youth, as well as making an effort to connect with programs like provincial social workers to ensure a higher level of community knowledge when it comes to what is available. Social media is a key area for many, but the inaccessibility of technology, particularly for those on exceedingly low incomes, or seniors, means that there is a desire for technology to not be thought of as the only solution. From Listen to Dis' perspective, there are a number of ways to address this during the future projects, including ensuring there are large print versions of relevant documents at main City of Regina programming centres.

Another suggestion made, this time about physical access, is that if the City of Regina is unable to provide care support for an event — a key ask for many — that there be a list on hand of possible service providers that the City would financially support and connect a participant with, in order to engage in a program. Participants feel that sign up opportunities for City of Regina programs are rushed, in many cases leaving just a few hours before spots fill, and that this prevents both access and participation. Some members of support systems shared that they would choose not to sign up for a particular program because of time barriers and the lack of clarity they have as to whether the program will meet somebody's needs when there is such a level of labour to ensure that transport, food, medical, and other supports are available for the selected time. Suggestions for the City like virtual tours of each recreation space available, as well as open houses before programs begin so that participants can meet the instructor and assess the space, are also rooted in this need for clarity and security.

Communication barriers in the community that were shared during this project go beyond knowing about and choosing to attend programs. A recurring theme was that they appreciated the disability-led aspect of this project and that they want more opportunities to engage in feedback that provides continued opportunities for individual and collective follow up. This isn't to say that committees weren't deemed important, they were, just that focus groups appear to be a way to incorporate better qualitative data moving forward as the city progresses through this and other directives in a similar vein. A number of participants also shared that they would like to see a clear and repeated follow up procedure for both accessibility concerns and feedback once a program has been completed. In other words, a reporting procedure.

Access & Availability

It is important to say at the outset that access has many definitions, and that this report's approach is to speak about access from a philosophical point of view as well as a practical one. There are physical considerations, such as service dog handlers expressing a want for dedicated safe spaces in facilities for their dog to be in when attending programming, as well as dedicated bathroom areas for these animals; but also procedural ones. One survey respondent who shared what would increase their level of access had sentiments that echoed throughout the responses obtained during this process.

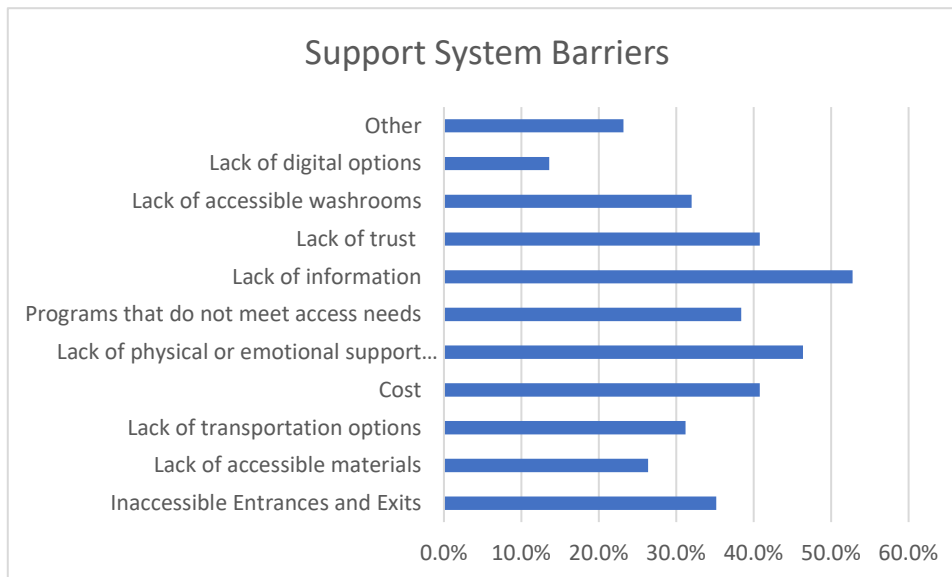


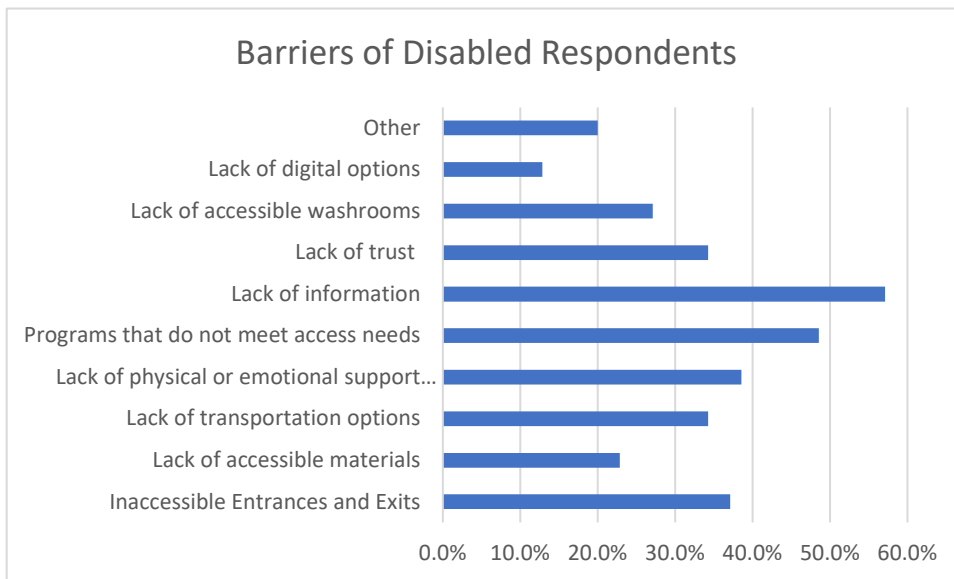
“[A] Holistic approach whereby accessibility is priority and always considered across all operations. There is no sense in having adaptive programs available if people can’t access them because of other systemic barriers (streets, sidewalks, transportation, convenient locations, caregivers, etc.)”

Paraphrasing a number of other participants’ responses, one key concern in the community is the City of Regina’s definition of access. The root of the feedback in this area was: Just because something can be made doable doesn’t mean it’s accessible. Focus group members shared that they are consistently adapting to the limitations of the space rather than being asked what they need. Part of providing access, such as showing an ASL video loop at programming stations and allowing flexibility when it comes to the completion of documents, appears to be as much about procedure as it is about particular tools.

“I have an invisible disability and am relatively young. It is assumed I can open doors, carry items, reach for them. My arm is not in a sling, but it will not bear weight. I am ‘semi-frequently’ refused help.” – Survey Respondent

Following are two charts, both showing survey respondents’ identification of barriers they face when accessing programming. These will help frame this area of the discussion. Please note that the majority of responses labeled “other” were related to cost in some way.





Much of the discussion around access during this project centred on how physical access cannot be the only consideration and that true access requires the City of Regina to consider its design methodology to be about community. Some examples given include mandating specific forms of access when a leisure event from an outside organization requires City of Regina approval or when building codes are in play. The assumptions about what provincial building codes mean versus what citizens need in practice, was a sticking point that was regularly discussed. As mentioned in the previous section, many focus group participants felt that the burden of research and determining whether a City of Regina program would work for them continues to fall on their shoulders. Some gave examples of scouting out a location before attending, putting additional time, physical, and financial pressure on them before choosing to attend. This concern was echoed by survey respondents as well.

"I'm not sure [about activities] but as a newly impaired person [I] really need to research lots before I even leave my house." – Survey Respondent

Spray pads, pools, and outdoor spaces were brought forward repeatedly as areas where access needs require more consideration, but also as a situation where high levels of inclusion have been achieved for some families. For example, while the new Maple Leaf Pool was largely lauded for its accessibility features when compared to other areas, waiting times, winding pathways, and the lack of a process for access for neurodivergent participants who find it inaccessible to stand in line for a significant amount of time, were listed as areas of concern.

"During covid we couldn't book into the pool. We went every week for months and then the cold weather hit and it was booked solid. It was devastating for my son who is autistic and inflexible. He screamed for hours! We need to go regularly or not at all. Swimming provides him with exercise in a sensory-pleasing way. It is therapy, not fun. So it would be nice to get priority for that reason." –



Survey Respondent

This complaint serves as a reminder that accessibility and inclusion building are a continual process, and more resources need to be dedicated to its regular improvement. The needs of neurodivergent people — including but not limited to autistics/people with autism — was a key takeaway from the focus groups and the survey responses. This access was not just expressed as a need for additional program, but also for spaces where body-mind regulation could occur.

“The programs can be quite loud, I get sensory overloaded so having quiet hours would be nice.”

Another key area of access is the attitudinal barriers for both citizens and staff when it comes to what access looks like. As described by those who attended the focus groups, there is often an assumption — particularly when it comes to those with physical disabilities — that someone will attend alongside them in order to participate. This assumption was identified as faulty during the focus group process and leads into conversations about the financial and social barriers that are introduced when the burden of adaptation is squarely placed on the participant's shoulders. Additionally, access at the booking stage was identified as a large barrier for some respondents, this came from both a lack of knowledge at a place such as the front desk of a leisure facility, as well as a lack of accessibility within the digital booking process.

“I do not have access to a computer at 7am when swim registrations start. By the time my phone call is answered, the classes my grandchildren need are full. This is true for many of my contacts in N Central. We live close to Lawson but seldom can get registered, we have no transportation to go farther afield.” – Survey Respondent

One large-scale area of concern, not just in Regina but internationally, is the lack of washroom access. Participants shared that there were no fully accessible washrooms in any of the community centres or rinks and that this significantly hampers participation. Leisure sector focus group participants, particularly in the disability non-profit area, also shared that this was a key concern when using city facilities for their programming. Fully accessible in this context meaning that a lift is installed, along with a bed or plinth to help with medical routines. A smaller version of equipment-based inaccessibility shared was that many accessible door openers either do not stay open long enough or are not turned on at all. During the course of the survey, almost a third of those who responded identified a lack of accessible washroom facilities as a barrier. Many support team members – whether they be parents, family, friends, or medical professionals – also pointed to a lack of changing room facilities as a key concern. That lack of accessible changing space, combined with other factors like transit wait times, means that the amount of time disabled participants are able to spend in a program is lower than that of participants who do not require these facilities on a regular basis.

“All city facilities including skating rinks should have fully accessible washrooms with a lift and change table that can support an adult. Access to a washroom should be a basic human right.” –



Survey Respondent

Sidewalks and a lack of maintenance were also identified as a significant barrier, particularly in out side programming where some felt that the assumption is that a wheelchair, and its user, are inherently indestructible, i.e., gravel sidewalks in many city parks. The survey, likely owing to the fact that it was completed in winter while the focus groups were during the summer, had a larger focus on snow clearing as a priority to activity access.

“Getting from car to building entrances in the winter - ice and snow are a huge barrier.” – Survey Respondent

“I think that our community needs better infrastructure to support people with different mobility needs. I think that our sidewalks and pathways needs to be designed barrier free. Accessibility should be at the forefront of all community planning and design.” – Survey Respondent

Only two rinks were described by focus group participants as accessible down to ice level. Asks in this area included the need for portable lifts in much the same way as more accessible general fitness equipment, changing rooms, and other tools were requested in swimming pools. Supporters and disabled participants also mentioned concern when it comes to a heavy reliance on climbing in newer playground designs and how close these playgrounds are to busy roads.

“Sandra Schmirler rec centre specifically does not have a dedicated change room for persons with disabilities only. Some facilities do not have enough available accessible parking . . .” – Survey Respondent

While this report is largely focused on trends, one survey respondent identified a number of concerns related to the use of municipal facilities for sledge (para) hockey.

“Entry onto ice services are not accessible for sledge hockey – small ramps onto ice service are not available - extra charges for ice cleaning just because its sledge hockey (Cooperators Centre) - Mahon Arena is currently being renovated and it is and has been our home rink for 10 years now - why isn't it being renovated with adaptations for sledge hockey? No one even considered this or asked us about this. Pretty sad.” – Survey Respondent

These concerns, while specific in nature, point to a lack of community feedback in ongoing projects within the City of Regina. Another respondent labelled the City of Regina's response to accessibility as a “silo approach”.

Lastly, access needs were reflected in many of the discussions in terms of barriers to entry and exit. If a program requires the purchase of equipment, or it turns out that it's not a good fit, there was concern among many focus group participants about navigating the social and procedural structures when exiting. This tension between a want to participate and a want to know that participants can safely exit is an area that requires further development. As many disabled participants share, it's



difficult to plan — even if transport and cost barriers are alleviated — for a person's worst symptom day. The takeaway here is that planning for access shouldn't, in the eyes of the focus groups, envision a perfect scenario. Instead, the messiness of access needs to be acknowledged and trained for.

Which brings us to availability. Focus group participants reiterated throughout the sessions that they needed more time in order to assess which programs they would want to attend, and which ones are possible to integrate into their lives. The lack of choice, and the time crunch created in some areas of programming, leads to disabled participants choosing not to engage. Another aspect of this lack of engagement appears to come from a fear of what will and will not be accessible. Participants from all three facets of this project routinely asked for more options to try programming before they commit, such as a program dedicated to sampling different City of Regina options so that, the next time registration opens, people have knowledge of which programs will and won't work for them. Availability being heavily focused during the workday, particularly close to the end of the workday, was of particular concern to parents/guardians and was reiterated in survey feedback.

Recreation and leisure workers expressed frustration at the inability for their organizations to book facilities within times that would work in order to accommodate transportation and/or medical needs. Many participants in these programs have a hard deadline on when they need to be home in order to maintain their quality of life. These booking issues appear to be particularly evident when it comes to swimming pool and track availability — two programs with high levels of engagement and interest within those who attended the focus groups.

“When calling facilities to find out if any programs exist, staff have lacked information and or knowledge.” – Survey respondent

While we will touch on this further in the programming section, availability struck a chord as a topic of discussion for those who see leisure as being outside of the traditional bounds of physical activity. There were multiple inquiries about what hybrid or digital programming can look like for those with disabilities, even after a return to in-person programming is deemed appropriate. While digital access was not identified as high priority (comparatively) by survey respondents, the high level of discussion at the focus group level indicates that it be an area for future discussion. Availability is also important to highlight when it comes to support staff that come from outside of the City of Regina's framework, such as ASL interpreters, digital tools like captioning of events, as well as the ongoing conversations surrounding a support worker program facilitated by the City of Regina.

Safety

An integral part of access in disabled communities is safety, particularly when it comes to physical and sensory safety. Multiple participants shared that a consideration for an area to retreat and re-regulate that allows for re-entry into programming would be a significant improvement on current



offerings and lead to more engagement. As previously mentioned, this was also reflected in survey respondent feedback. The aforementioned lack of clarity on accessibility was identified as a key marker for safety by many of the focus group participants.

“The online registration is hard to keep up with and follow, and I have to do rec things on evenings or weekends when I am not working, and I cant drive, so transit cant just run on the hour at night. That leaves me outside alone after a program ends for a different lenght of time depending on when the class ends and if transit is running on time.” – Survey Respondent

Two major areas of concern from survey respondents were training for City of Regina staff – particularly in relation to the physical movement of those with disabilities. including in cases of emergency. This concern will be further discussed in the training session of this report. The other area of safety most commonly referred to was the ongoing pandemic.

“COVID 19 has made a big difference in terms of safety. Prior to COVID 19 we walk-wheeled and biked the Lawson track.” – Survey Respondent

Support system members shared that the lack of places to lock belongings in the family changing rooms in City of Regina facilities led to some safety concerns, particularly when it came to participants who may need the enclosed space offered by these areas. Lifts were mentioned by a number of survey participants, as was the need for specific training in order to offer programs aimed at supporting neurodivergent children.

Sidewalk cleaning, particularly when it comes to snow clearing, was a key safety concern as well. There was an interest in additional signage and flotation devices at City of Regina facilities from focus group participants. Much of the safety concerns offered during the focus group process were tied to transport and training, our next two areas of exploration. Visual alarms for the Deaf and Hard of Hearing were also brought forward repeatedly as a want in programming spaces, alongside more training in terms of program delivery that ensures that Deaf and Hard of Hearing members of the community are aware of all rules and procedures in shared space. An over reliance on auditory information was identified as a key issue throughout the focus groups when it comes to physical space.

Transport

The majority of focus group discussion around transport centred on Paratransit. The overwhelming response from those who use the service acknowledged the barriers presented in administering the program but, broadly speaking, identified its current resources and implementation as not fit for purpose, including one person who labeled the system “abhorrent”. Most users who shared their experience highlighted the length of the “window,” the time before and after the expected pickup, as a major barrier when it comes to participating in leisure programming. This was expressed in a number of ways: firstly, it makes planning exceedingly difficult and does not allow for any instinctual or time



sensitive decisions. Second, the length of the time increases anxiety levels for those using para-transit and reduces the motivation and enjoyment levels people feel when working to attend these programs. Some participants shared as long as a two-hour transit process in order to attend an hour program. Once they added on their access need, that reflected approximately 45 minutes of active participation.

Transportation concerns were spread beyond paratransit when it came to survey respondents. This is likely due to the demographical flip between the two processes, with survey respondents less likely to identify with disability than their focus group counterparts. Still, the largest focus was on access, whether it be barriers to usage:

“Many parents of children with different abilities simply won’t go just because they aren’t even able to get them from home to the car/bus/taxi to the place of recreation or activity & then again, back to the transportation & home again. It’s exhausting. They know going out & being in the community is good for their mental health & the wellbeing of the person in their care but it’s so much easier to stay at home.” – Survey Respondent

Or reluctance due to cost:

“For lower income public transportation and leisure activity should be no charge. Cost of public transportation and admission deterrent to access.” – Survey Respondent

There were also safety issues identified. The window means that program participants face the risk of being left outside or missing a program when the space is not open beforehand. The timing afterwards is also an area of concern that was identified for program development. Leisure sector workers shared that some programming times are changed because Paratransit may be able to deliver their participants to a location, but are unable to pick them up, particularly on weekday evenings. A number of survey respondents pointed to a need for more weekend options to alleviate the workweek stress.

In terms of scheduling and program delivery, the key ask from focus group participants was more buses at more times, with the option to book on short notice. Participants shared that there is a lack of consistency when it comes to drop offs, pickup locations, and procedures, and that this repeatedly leads to safety risks and/or missed buses. Survey respondents appear more likely to identify barriers related to driving, such as the distance between parking spots and entryways.

“My daughter is unable to attend swimming during the winter alone. She is unable to access the Lawson doors during the winter since parking is so far away.” – Survey Respondent

These barriers appear to mean that disabled program participants are having to choose programming based on transit options rather than the opposite. It was repeatedly expressed that programming



decisions by the City of Regina need to take into account when other programs are happening. For example, if there is a heavy usage rate for events on a Wednesday evening, not to schedule dedicated programming for disabled people during that period. This concentration of disability programming on one or two days of the week is a concern in other centres and puts additional stress on other municipal infrastructure such as paratransit. In the view of those consulted, one key way to alleviate this concern is for the City of Regina to be further connected with program offerings outside of its scope in order to better understand municipal adapted programming's place on the landscape. This would be in addition to lowering cost barriers and increasing availability.

Focus group members repeatedly identified space concerns on the bus, including the inability to bring additional equipment that could be needed for a program. It's important to note that these concerns were not just related to Paratransit buses, but also the wider transit system. It is unclear to participants, and the facilitators, how many accessible cab licenses are currently in use, and the aforementioned access barriers surrounding snow clearing also affect the standard bus system. Beyond the ask for additional resources to be dedicated to Paratransit, a reform of the current procedure was also suggested. Specifically, that a phone call to the user be placed prior to a bus driver leaving in order to minimize the chances that a user is left without transit or placed in an unsafe position. Focus group participants were quick to acknowledge the challenges that come with delivering a system such as Paratransit, but that their frustrations have been longstanding.

"Para transit although a great service is over loaded and hours of operation need to be expanded." – Survey Respondent

Outside of the public transit system, focus group participants voiced a want to know more about parking programs and parking accessibility. This links back into the communication barriers described earlier, with the patchwork of parking programs at play in this country, it was evident to the facilitators that this is an unclear area of knowledge for members of the community. Free fare transit was a common topic of discussion as well, which leads us to our next area of debrief: cost

Cost

Much of the conversation around cost during the focus group process was focused on just how much of a sacrifice is made by participants in order to attend any kind of programming that has a cost. Multiple participants shared that they, or those they support, are choosing between food, housing and leisure, and that they can only pick two with any regularity. When we are speaking about the sheer amount of disabled people who live in poverty, we are not just speaking about income as it appears on government documents. The hidden costs of disability add up, and it was abundantly clear to the facilitators that this was especially true within Regina. The majority of cost-related feedback present in survey responses was focused on transit and program cost, as well as the financial burden of the intersecting systems that many disabled people and their supports are forced to interact with – such as the cost of personal care workers. A decrease in leisure pass costs for seniors and those who are low income was repeatedly identified as a need by survey respondents, as was a want for personal



support workers to be able to attend with disabled participants free of charge.

Many participants asked if it would be possible to lower the barrier of entry for the affordable access program, provide Pay What You Can options, and/or provide a disability membership option that acknowledges that while some in our community may make more than the minimum allowed by the current offerings, that that “surplus” is quickly eaten up by disability-related expenses. There also appears to be a need for additional clarity on what is and is not covered by the Affordable Access Program. As mentioned previously, the vast majority of survey respondents were unaware of the program, which speaks to a need to reassess the communications strategy when it comes to this component of the City of Regina’s offerings.

One additional area of cost that was identified by those who administrate leisure programs, is that many of the spaces available for programming are owned and operated by Wascana Rehabilitation Centre and the local school districts. While the rehabilitation facility is offered at no or reduced cost, schools often have high costs attached. This topic highlights, once again, the role the City appears to have within the public, private, non-profit, and educational sectors and that members of the public would like to see more options for funding and collaboration. This includes support for finding and funding a care worker, should a participant find that to be an access need. In addition, one area of concern when it comes to costs associated with programs is the perceived punishment that not attending entails. In other words, multiple participants shared that they will not try to attend a program with cost attached because they cannot have any certainty that they will be able to attend. With most private sector options being prohibitively expensive, it appears that cost and its relationship to community programming requires more exploration and thought.

Program Suggestions

Before a list of possible programming options is shared, it is vital for the City of Regina to understand that there is a need and want for both integrated and specialized programs. That is, there was a consensus within the focus groups and the survey respondents that there is a need for programs that prioritize disabled and non-disabled participation at the same time, as well as opportunities for disabled people and their support systems to build connections, relationships, and shared skills within a space that mandates a preference to their way of being in the world.

“I support a quadriplegic who is unable to be on his own. There are zero programs that I am aware of for him to participate in unless I go with him. Happy to do that, but he needs time to be without me too.” – Survey Respondent

“I would love if my daughter, who is in a wheelchair, be welcome at able body programs.” – Survey Respondent

A number of survey respondents pointed to lack of support for parents as a primary issue – suggesting that options for their non-disabled kids could help them create more access for those they



support. Disabled people shared that they value leisure programs not just for the physical aspect, but also for the social nourishment that comes from participating with people of shared interests and experiences. Support system members expressed that they feel isolated without the support of those in similar situations, particularly when those they support are young children. One key finding from the survey was that there is a heightened need for programs that cater to teens and older age groups. Some respondents felt that there is too much of a focus on children and families, though other responses indicate that there is still an intense need for supporting children with disabilities and their families. Swimming was one of the programs that appeared repeatedly during survey responses

“Please, we NEED more pools! I can’t build my own so rely totally on the public facilities which I am willing to pay for, but where are they?” – Survey Respondent

The main message from disabled people about program options is to offer what people want rather than what facilitators and community organizations assume they want. This is another example of disability-led leadership, even when the staff supervising City of Regina program decisions may or may not identify with disability. The feeling from many who shared their experiences was that the City of Regina’s request for funding for staff positions dedicated to program accessibility would be best filled with disabled applicants with appropriate training, wherever possible.

Programming options suggested:

- Golfing
- Boccia
- Yoga

“More programs like chair yoga for example. There is always a waiting list.” – Survey Respondent

- Skiing
- Indoor minigolf
- Day-trip coordination outside of the city: such as skiing
- Additional reading programs
- Arts collaborations that are for more than keeping people busy
- Mix between fine and gross motor activities
- Drop in dance
- Drop in improv
- Paint nights
- Accessible cooking (previous program at māmawēyatitān centre was listed as a good example)
- More sports opportunities that partner with local organizations like Regina Minor football and hockey
- Adapted floor hockey



- Skating
- More opportunities for people to love and care for their bodies and each other.
- Adapted aquasize programs with the required equipment for support

Physical activity is an important necessity especially for people with disabilities. Sitting is the “new smoking” & the opportunities to be active are extremely limited.” – Survey Respondent

- Adaptive Kayak and Canoe
- Soccer — more opportunities to declare disabilities as part of traditional sport
- Accessible outdoor activities

We need to increase opportunities for those with physical disabilities to recreate and/or participate in leisure in the outdoors. Trails should be free of snow, parking should be close to trails, accessible picnic tables (accessible in the winter months as well), warm up shacks, fire pits, etc.” – Survey Respondent

- Accessible viewing at festivals mandated by the City of Regina
- Gyms with accessible equipment and facilitation
- Mental health activities
- More options at the field house for biking in the winter months, including support for amputees
- Rowing
- Summer camps dedicated to adapted activities.
- Leisure activities like touring the Regina Flower Gardens
- Wakeboarding and waterskiing — rethinking limitations on Wascana when it comes to accessible programs
- Swimming

We loved it when the City of Regina had pool times at Wascana Rehab pool [a]nd hope that might be available again. We have not checked out the new pool on 15th but have heard good things about the accessibility options.” – Survey Respondent

- Open mic nights
- Tai Chi
- Adapted strength and balance training
- Less competitive team sport options

Floor hockey, basketball or sports in general that are recreational and not competitive. My son wants to be social and play sports but in a non competitive environment.” – Survey Respondent

- At home workouts with items like bands
- Open eligibility seniors programs



“Programs geared to seniors might meet my needs, but I am too young to participate. These programs could be rebranded as being for seniors and adults with physical disabilities.” – Survey respondents

One item that struck the consultants during the compiling of the above list is that a number of these programs exist – whether they are offered by the City of Regina or by community organizations and groups.

One key consideration brought forward during the focus groups in relation to programming suggestions was how decisions should follow a lifelong quality of life model. Many programs for those with disabilities, including funding options for disabled children, dwindle to almost nothing once you are an adult. One key point brought forward is that programs need to be able to scale with both interests and age. The survey, with its broad response, brought forward areas of access – such as a suggestion for a needle drop for diabetics in public parks, an increase in support for seniors’ programs, and support for low cost public use sport facilities (like baseball diamonds) as expressed needs in community that fall slightly outside the typical bounds of what the motion is aimed at. LTD’ believes that this widening of scope, so to speak, is a vote of confidence in the process thus far and points to the interconnectedness of community concerns.

Much like participants highlighted that leisure activities are inseparable from medical systems like physio and occupational therapy, they also highlighted that regular fitness for the general public is usually centred in for-profit gyms that have minimal, if any accessible equipment. FES bikes, hand bikes, and machines that allow easy transfer for wheelchair users were all among the suggestions given during the focus group process. A number of survey respondents pointed to accessibility programs in other provinces and it is the suggestion of the consultants that engaging with other accessible facilities – whether they be public or private – be a key part of any research methodology moving forward with additional initiatives. It was repeatedly highlighted by focus group participants that part of the issue when it comes to regular physical fitness is that not only have many not been provided access to equipment, but they also did not gain education in how to use the equipment when their peers were learning. At least one survey respondent suggested that funding go towards local organizations and fitness centres to increase the baseline level of fitness opportunities for those with disabilities.

Lastly, one of the key questions posed throughout this process, and in particular when it came to program delivery was: what could a standardized program for access support look like? While this will be unpacked nearer to the end of this report, a key facet of creating that level of access is training. This is an obvious area for more development and exploration, as it was when the preliminary report was submitted.

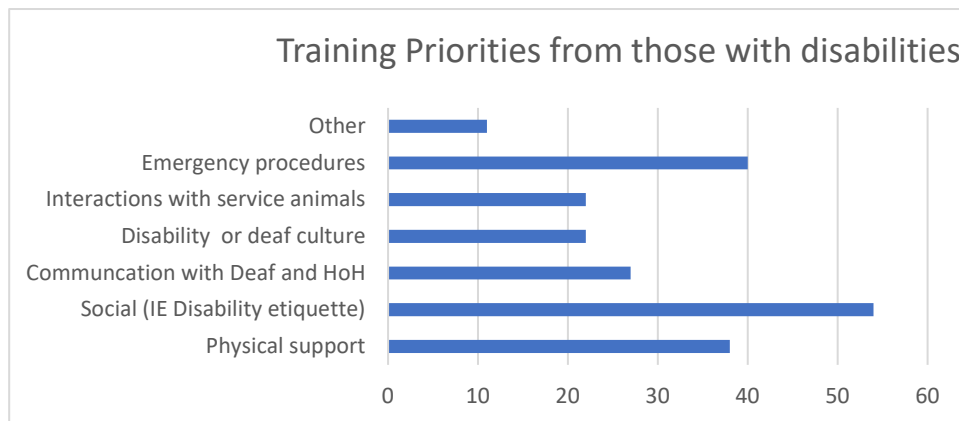
Training

Throughout the focus group process two main areas of training emerged: the practical — how to



transfer a pool user, for example — as well as the behavioral training, I.E how to best communicate when it comes to access need and how to alleviate barriers through active listening and acknowledgement. Both appear to be of roughly equal importance for those who participated in the focus groups and were a heavily remarked upon need by survey respondents. Largely based on training area suggestions posed by focus group members, survey respondents were asked to identify which areas of training they believe City of Regina staff need when delivering or preparing recreational programming.

Of the 69 respondents who expressly identified with disability and answered the set of questions about barriers, the data showed a large preference towards social training – framed here as disability etiquette.



Priorities were similar for the other 117 respondents. It should be noted that, the question asked about training related to the Deaf and Hard of Hearing Community in this second data set was asked in relation to American Sign Language, it's important to highlight, as one respondent did, that ASL is not the only training needed in order for equitable communication to occur.

“Deaf awareness...meaning not all people with hearing loss require the same assists. ASL is not used by all deaf people. There is also signed english. Not all deaf lip read. There are varying levels of hearing loss. Not all deaf people use hearing aids. Etc.” – Survey Respondent



Again, social concerns were amongst the highest areas of focus, as well as physical support and emergency procedures. While both of these graphs show a number of competing lower priorities, it's important to keep in mind that respondents could choose all that applied. This means that those lower priorities still amount to approximately a quarter of those who shared their experiences.

When it comes to physical or practical training, focus group participants shared that they want staff who facilitate physically intensive programs to have TLR (transfer, lifting, repositioning) training and, in some cases, exercise therapist designations (where appropriate). This was also a want shared by those who are members of people's support systems. Practical training that was also discussed was Universal Design and UDL — Universal Design for Learning — and how those principles could be incorporated into every City of Regina offering, both in terms of the physical space and how programs are implemented. Another example of hands-on training was for program facilitators and support staff to be trained in how to prepare participants to board the bus in order to lessen the barriers once a program session is completed. Within the training suggested, much of the focus for support systems was in being able to step away and let the person they are supporting have an experience without them hovering behind.

Some examples of training that were discussed in terms of behavioural or social expectations included training staff around when it is appropriate to touch a person's wheelchair, as well as training related to when a person can and should be allowed to exit an experience without having to justify their need to leave. Within that experience, a couple of participants noted that staff need training to support their own learning when situations do occur rather than a beginning of employment training that does not provide continual check-ins. One example of a conflict of this type that was given was a scenario where competing access needs render traditional training difficult to apply. This want for additional and continual training links to aspects of accountability that were brought forward



throughout the process.

Parents and support systems, particularly when sharing feedback as part of the survey process, pointed again to a need for staff to be trained in how to provide programs safely and appropriately while training was also discussed in terms of community competency. That is, the baseline understanding that citizens accessing Regina leisure facilities and venues have when it comes to inclusion and accessibility. Some suggestions included posters advertising Deaf and disability culture, signage that highlights accessibility for service animals, and interactive activities that do not require a specific version of interaction. Much of the issue with access and inclusion training throughout the system was identified by focus group participants as stemming from fear. Fear from staff that they feel ill-prepared to support disabled participants and fear from participants that their needs will be go unmet or, worse, actively interfered with. There was also a heavy focus on how disabled workers could be given opportunities to have paid positions in the areas of program accessibility and delivery.

Support Staff Question

Given the decision to move forward with a budget ask related to disability support staff, as well as the requested inclusion of a survey question directly linked to this decision, the consultants feel it appropriate to have a specific section of this report dedicate to the results.

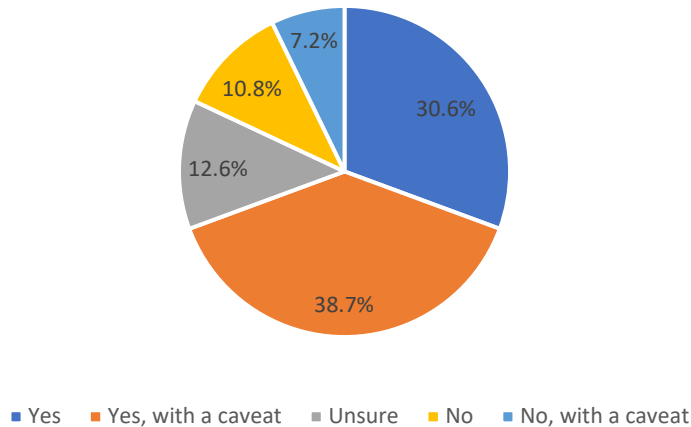
The question was only asked in essay form, as it was not congruent with the style of the quantitative questions of early survey sections. In total, 56.2% of survey respondents chose to answer the question. Listen to Dis' has characterized those responses into 5 categories:

- Yes
- Yes with a caveat or explanation
- Unsure/Unclear
- No
- No, with a caveat or explanation

The caveats expressed, generally speaking, were related to financial concerns if the response was negative, or a further explanation as to how the program could be more accessible if it was a positive response. There were also several responses that supported the program, but shared that it was not currently needed for their participation. This data set does not include responses that were made up entirely of unrelated sentiments.



Response Surrounding Support Program



Below are some examples of written responses we received:

"Yes!!! Would be concerned that staff are properly trained in transferring and lifting as well as comfort interacting with people with complex needs."

"Yes. My concern would be how much red tape am I going to have to go through to qualify for a support worker. So tired of paperwork and forms and getting supporting documents."

"I wouldn't need someone to go with me, but I would definitely benefit from someone who informed me about what options are available to me."

"No. I don not support this program. Programs and services like this should be funded through the province. It is their responsibility to provide these members of our community with the funding in order to have the attendants to join these programs."

"Not at this time but I could see this being valuable as my physical condition changes."

There are two main takeaways here in the eyes of Listen to Dis':

- 1) There is a significant amount of support/need for the program in some form, with 69.3% of respondents supporting the program.
- 2) Within the group of constituents that support the program, the majority have feedback about what would need to exist in order for them to use the programming, whether it be as a user or as a support team member.



The two largest areas of concern amongst the second group are training and consistency, mirroring the wider concerns of the survey.

Conclusion

In conclusion, it is important to note that the wealth of lived experience shared throughout this process is a testament to the sense of connectedness to each other that has been cultivated within the disability community in Regina. Listen to Dis' views this report as an important movement forward when it comes to leisure and recreation access within the city and looks forward to the next steps of the process that will further engage those who have chosen to give their time thus far. We thank all of those who shared space with us during the course of this process.

Regards,

A handwritten signature in cursive script that reads "john loeppky".

John Loeppky, Listen to Dis' Community Arts Organization Inc.

Appendix D – Adapted Recreation Program Inventory

Note: This is an internal working document for use by City of Regina staff.

Organization	Name of Class/ Program	Program Description	Age Range	Fee	Equipment Purchase?	Location of Class/ Program	Ongoing or Seasonal
Astonished!	Astonished! Social Club	monthly recreation/leisure event within the community. Events are open to everyone but adapted to meet the strengths, dreams and needs of individuals experiencing physical disability	18-35	Free	N	Throughout the community	
Astonished!	Astonished Teaching and Learning Centre	offered 3 afternoons a week the program offers meaningful opportunities to young adults with physical disabilities. Program content is shaped around the strengths, dreams and needs of Astonished Core Members	18-35	Free	N	University of Regina	
Astonished!	A! Dance Project	Inclusive quarterly dance class. This class is open to everyone but adapted to meet the needs of individuals experiencing disability. Instruction is based on a variety of dance culture, which emphasizes enthusiasm, camaraderie and smiles!	18+	Free	N		
CNIB	Peer Supports - Older Adult	Program designed for those who are blind or partially sighted to share similar experiences and participate in social gatherings.	60+	Free	No	Held at CNIB office or Central library	Ongoing
CNIB	Peer Supports - Working Voices	Connection of people who are working and those who are blind or partially sighted.	21-55/60	Free	No	Held online on zoom	Ongoing
CNIB	Come to Work	Special branch of CNIB that facilitates this program across the country and matches people who are blind or partially sighted with a mentor. Opportunity for training and career growth and assistance.	21-55/60	Free	No	Held online, planning job sessions at UofS	Ongoing
CNIB	Guide Dog Handles Groups	Group where guide dog handlers learn from each other and support each other. Those who don't have a guide dog can also come to the session and learn what it's like and what it takes to have a guide dog.	Any age (18 plus)	Free	No	Held at CNIB office and online (hybrid)	Ongoing
CNIB	Vision Made	Program that matches those who are blind or partially sighted to trained companion volunteers to engage in day to day tasks and/or leisure activities.	Any age	Free	No	Depends on activity needed	Ongoing
CNIB	Learn to Code	Program for learn the basics of coding and use of technology. Use code jumper technology which helps youth who are visually impaired (12 sessions) and only take on 5 students at a time.	7-14	Free	No	Held at CNIB Office	Two sessions a year

CNIB	Summer Camps	Summer adventure camps (doing activities)	Group 1 - Kids age 5-12 and Group 2 - Kids 13-18	Free	No	Depends on activity needed	July
CNIB	Summer Camps	Summer adventure camps (doing activities)	One age group	Free	No	Virtual Option on zoom	August
CNIB	Youth Adventure Club (formerly leadership club)	Opportunities to develop leadership and advocacy skills out in the community (variety of activities and locations i.e supper, rock climbing, cooking class)	15-21	Free	No	Depends on activity needed	Ongoing (no summer)
CNIB	Family Fun Days	May and September, offers a variety of activities (i.e. May is bowling)	All Ages	Free	No	Depends on activity needed	Twice a year
CNIB	Regina Get Air Jump Days	Partner with Get Air, park is closed to the public to allow for less congested offerings, and will start up at end of April and go throughout the year.	All Ages (mostly kids come to jump)	Free	No	Get Air	Ongoing
CNIB	Better Health Series	Health professionals have conversations about their health field (Mental health, dental health, naturopaths, and dieticians)	All Ages	Free	No	Zoom	Monthly, no summer
CNIB	Walking Group	Walk around Wascana once or twice a month when it's warm	All ages	Free	No	Wascana Lake	June to October
CNIB	CNIB Art Group	Meets once a month to have a facilitator from the Dunlop Art Gallery facilitate a variety of art mediums (painting, drawing, leaves and found objects, and paper mache).	All ages	Free	Dunlop Art Gallery provides	Online, but used to be at CNIB building	Ongoing
CNIB	Phone and Ipad Deployment	Give phones and ipads to clients and have a volunteer train them on how to set it up, get accessible apps, and how to use them.	All ages	Free	No	CNIB Building	Ongoing
CNIB	CNIB Advocacy Group	Building a strong community by advocating and educating the community and enabling people to advocate for themselves.	21 plus	Free	No	Online, but used to be at CNIB building	Ongoing

CNIB	Rock Climbing Program	Sponsored event, usually needs funding. Brings in 5 youth to the Rock Climbing Club for a few sessions to teach them how to rock climb	Ages 10-21	Free	No	Regina Rock Climbing Centre	Once a year depending on funding.
Creative Options Regina	Short Breaks	experiencing intellectual disability not currently connected to formal support, together with youth transitioning from the Hope's Home After-School Program.	All Ages	Free	N	Cathedral Neighbourhood Centre	
Creative Options Regina	Tell It Like It Is	Sex-positive, inclusive and comprehensive sexual health and wellness education program for diverse learners.	18+	Free	N	COR Studio	
Creative Options Regina	Let's Connect	Educational initiative aimed at increasing knowledge and confidence in the use of technology and communication devices.	All Ages	Free	N	COR Studio	
Creative Options Regina	Next Chapter Book Club	Weekly opportunities for people experiencing an intellectual disability to read and learn together, talk about books, and make friends in a relaxed, community setting.	All Ages	\$25/year	N	Various businesses	
Creative Options Regina	Cents & Sensibility	about financial literacy to people experiencing intellectual disabilities.	All Ages	Free	N	COR Studio	
Creative Options Regina	Cooking with Munch	Cooking and food preparation education program for beginner to intermediate chefs experiencing intellectual disabilities	All Ages	Free	N	Living Spirit Centre	
Creative Options Regina	COR Adventurer Program	Outdoor events that encourage individuals experiencing intellectual disabilities to explore outdoor spaces in Regina.	All Ages	Free	N	Various Outdoor locations in Regina and area	
Creative Options Regina	COR Encourager Program	COR employees sharing their passion and skills via regular workshops for people experiencing intellectual disabilities.	All Ages	Free	N	Usually COR Studio	
Creative Options Regina	Sir Dance A Lot	Social dance and concerts in a safe and welcoming space for people experiencing disability.	All Ages	Usually Free	N	māmawēyati centre	
Creative Options Regina	Travel Training Program	To provide the knowledge and practical skills to people experiencing disability that are needed to travel independently on public transit.	Typically Adults	Free	N	Regina Transit bus	
	Accessible Sailing	We provide sailing opportunities throughout the summer.	All Ages	\$10/year	No	Wascana Lake	

Early Childhood Intervention Program, Regina Region Inc.		Home visiting program with developmentally appropriate activities	0-6 years	Free	No	Home, Outdoors, Virtually, In Office	
Heritage Regina	Heritage Regina Lecture Series	Annual lecture series focused on history of Regina and Saskatchewan	15+	Free	No	Lectures are hosted at The Artesian	
Heritage Regina	Heritage Regina Walking Tours	Annual summer walking tours of historic locations in the city.	12+	Free	No	Various locations around Regina	
Jazz Regina	JazzFest Regina	Music festival held each June in venues around the City	All Ages	Varies from free to \$50	No	Various locations around Regina	
Jazz Regina	Monthly Concert Series	Monthly concerts with local and touring musicians	All Ages	Varies from free to \$50	No	Le Bistro - Monsignor de Laval School	
Listen to Dis	Visiting Artist Series	3 hour workshops in varied artistic mediums	18+	Free	No	Digitally or The Artesian	
Listen to Dis	Listen to Dis' Voice	Community arts gathering, focusing on skill development and fellowship through theatre arts	18+	Free	No	Digitally or The Artesian	
Listen to Dis	Somatic Sundays	Exploration of somatic practices	16+	Free	No	Digitally or The Artesian	
Listen to Dis	What's Your Style Youth and Children	In collaboration with the City of Regina, LTD' offers disability led performance workshops	6-19	Free	No	Digitally or the māmawēyati tân centre	
On Cue	Performance Events and Workshops						
Deaf Crows Collective							
Project Play YQR	Communities at Play	Free come-and-go gatherings for families to gather, eat local food, enjoy local coffee, and play together. 80% outdoors	0-9	Free	No (provide food, coffee, and transportation to those who require it)	Various outdoor parks and playgrounds with some special visits at the Mackenzie	

						Art Gallery, Regina Public Library, and Regina Early Years Family Resource Centre	
Regina Art Gallery	smell, hear, and touch honeybee creations October 16 & 17, 2021, 1 - 3 PM	Experience the structures, scents, and sounds created by honeybees in these outdoor activities.	5 and up	Free	No	Neil Balkwill Civic Arts Centre	
Regina Art Gallery	Still Life Drawing with Honeybee Altered Compositions Instructor: George Glenn October 24, 2021 2 - 4 PM	Draw honeybee-altered compositions, chat and spend time online constructively.	18+	Free	No	Virtual	
Regina Transition House	Outreach group	A support and education group for women who have stayed at our shelter to provide longer term support while leaving abuse and violence.	All Ages	Free	No	Westminster United Church	
	Teen Support Group	A support group for pre-teens/teens of women who have stayed or are staying in our shelter, and whose families have been impacted by IPV	12-17	Free	No	Virtually and at Shelter	
Sask Wheelchair	Wheelchair Rugby	Weekly practice	16+	\$20/year	No	Kings Corner Church	
Sask Wheelchair	Wheelchair Basketball	Weekly practice	5+	\$20/year	No	St. Mary's School	
Sask Wheelchair	Para Athletics	Wheelchair racing, monthly practice	5+	\$150/year	No	Online weekly, in person at Fieldhouse	
Sask Wheelchair	Wheelchair Tennis	Weekly practice	5+	\$20/year	No	School gyms (as available)	
Sask Wheelchair	Have-a-Go Sessions	Opportunities for people to try different sports	5+	Free	No	Wascana Rehab Centre/Gym	

Sask Wheelchair	Sledge Hockey	Weekly club practice	5+	\$200/year	No	Jack Staples Rink	
Sask Abilities	SLYP-Out	Programs for youth experiencing disability	16-22	Varies	No	Various locations around Regina	
Sask Abilities	Summer Fun	Programs for children and youth experiencing disability	6-16	Varies	No	Various locations around Regina	
Sask Abilities	ABI Life Enrichment	Programs for individuals who meet ABI criteria	18+	Free	No	Various locations around Regina	
SCI Sask	Peer Mentorship Network All Comers Gatherings	Open to all SCI Sask clientele, monthly gatherings	All Ages	Free	No	Virtual	
SCI Sask	Family Support Network Gatherings	Open to all SCI Sask clientele, family/friends/significant others, monthly meetings	All Ages	Free	No	Virtual	
SSILC	SILP Program	Community and Recreation program for members of the SILP Program	18+	Free	No	349 Albert Street	
SSILC	Peer Mentorship Network All Comers Gatherings	Peer mentoring, all comers gatherings	All Ages	Free	No	Virtual	
SSILC	Family Support Network Gatherings	Family support network gatherings	All Ages	Free	No	Virtual	

Appendix E: Funding Opportunities for Accessible Recreation

For Community-Based Organizations

City of Regina staff have compiled the following funding opportunities, available from other funders, to help local organizations to identify additional funding sources, outside of what the City of Regina (City) offers. This list focuses on grants that can be used to make sport, recreation and leisure activities more accessible for people with disabilities.

The City of Regina has no affiliation with the following funding opportunities, and all questions should be directed to the funder themselves. (The only exception is the Saskatchewan Lotteries Community Grant Program, which is administered by the City.)

Tier 1 – Direct Alignment with Recreation & Disability

Funding Opportunity	Saskatchewan Lotteries Community Grant Program
Amount	\$15,000
Description	Funding for initiatives that assist in the development of sport, culture and recreation programs, especially those that encourage participation from under-represented populations. The City administers this grant on behalf of Saskatchewan Lotteries Trust Fund.
Deadline	TBD (January 2023)
More Information	https://www.regina.ca/about-regina/grants-scholarships/community-investment-grants/complimentary-investment-grants/

Funding Opportunity	Small Grant Accessibility Program (SaskCulture)
Amount	\$2000
Description	The Small Grant Accessibility Program is a pilot grant program that aims to provide support to grassroots, unique and innovative cultural initiatives that respond to emergent needs or changes in the cultural sector, and create access and pathway for first-time and under-served applicants.
Deadline	January 24, 2022
More Information	https://www.saskculture.ca/programs/funding-programs/grants/small-grant-accessibility-program

Funding Opportunity	Innovation Initiative (Sport Canada, Government of Canada)
Amount	
Description	Testing new ways to enhance sport participation experiences for all equity-deserving groups, in particular, Black, Indigenous, racialized, 2SLGBTQQIA+, low-income and newcomers.

Deadline	March 4, 2022
More Information	https://www.canada.ca/en/canadian-heritage/campaigns/call-concepts-innovation-initiative.html

Funding Opportunity	Accessible Canada Grants funding – National AccessAbility Week
Amount	Up to \$50,000 per year for 2 years
Description	Projects across Canada that raise awareness of the importance of accessibility and inclusion in different sectors and communities.
Deadline	March 25, 2022
More Information	https://www.canada.ca/en/employment-social-development/services/funding/accessible-grants-accessability-week.html

Funding Opportunity	Accessible Canada Contributions funding – Phase 1 – Partnerships projects
Amount	Up to \$675,000 over 2 years
Description	Projects that increase capacity and enhance leadership within the disability stakeholder community for taking action to remove existing barriers to accessibility and inclusion and prevent future barriers from emerging; aims to promote partnerships within the disability community as well as the collaboration and partnerships between the disability community and other sectors; goal is to support the participation and engagement of persons with disabilities in the implementation of the <i>Accessible Canada Act</i> (ACA) and its regulations.
Deadline	March 25, 2022
More Information	https://www.canada.ca/en/employment-social-development/services/funding/accessible-contributions-partnerships.html

Funding Opportunity	Adaptive Sport Equipment Grant (Sask Sport)
Amount	Applications can request up to 100% of the total cost of the equipment
Description	The purpose of the Adaptive Sport Equipment Grant is to assist in removing this barrier by providing financial assistance for the purchase of adapted sport equipment for a person with a disability to participate in organized sport programs.
Deadline	Clubs: March 22, September 2022 Provincial Sport Organizations: October 1 and April 1
More Information	https://www.sasksport.ca/funding-recognition/funding-for-sport-groups/adaptive-sport-grants/

Funding Opportunity	Adaptive Sport Club Development Grants (Sask Sport)
Amount	\$5,000 per initiative for starting a new introductory or community program, or the expansion of an existing program.

	Maximum funding support available per initiative and/or club is not to exceed a maximum of \$10,000 over three years.
Description	The purpose of the Adaptive Sport Club Development Grant is to provide financial assistance to support “new” developmental programs in communities or the expansion (enhancement) of existing sport programs for persons with a disability.
Deadline	Clubs: March 22, September 2022 Provincial Sport Organizations: October 1 and April 1
More Information	https://www.sasksport.ca/funding-recognition/funding-for-sport-groups/adaptive-sport-grants/

Funding Opportunity	Community Sport for All Initiative (Sport Canada, Government of Canada)
Amount	
Description	Seeks to remove barriers and increase sport participation rates for equity-deserving groups, in particular, Black, Indigenous, racialized, 2SLGBTQQIA+, low-income and newcomers.
Deadline	April 4, 2022
More Information	https://www.canada.ca/en/canadian-heritage/services/funding/sport-support/community-sport-initiative.html

Funding Opportunity	Annual Funding (Sask Sport)
Amount	Funding levels subject to net proceeds from lottery funds
Description	Sask Sport administers core funding to the Provincial Sport Organizations in its membership to assist with administration, organizational development and athlete/participant development.
Deadline	May 15, August 15, October 15, February 15
More Information	https://www.sasksport.ca/funding-recognition/funding-for-sport-groups/annual-funding/

Funding Opportunity	Enabling Accessibility Funds - Early Learning and Child Care small projects component (Government of Canada)
Amount	Up to \$70,000
Description	The Early Learning and Child Care (ELCC) small projects component of the Enabling Accessibility Fund (EAF) aims to improve accessibility and safety in regulated and/or licensed ELCC centres.
Deadline	January 28, 2021
More Information	https://www.canada.ca/en/employment-social-development/services/funding/enabling-accessibility-fund-early-learning-child-care.html#h2-4

Funding Opportunity	Green and Inclusive Buildings (Government of Canada)
Amount	Small Projects from \$100,000 to \$ 3 million; Large projects- \$ 3 million to \$25 million

Description	The Green and Inclusive Community Buildings (GICB) program aims to build more community buildings and improve existing ones – in particular in areas with populations experiencing higher needs – while also making the buildings more energy efficient, lower carbon, more resilient, and higher performing.
Deadline	Continuous Intake for Small Projects;
More Information	https://www.infrastructure.gc.ca/gicb-bcvi/index-eng.html

Funding Opportunity	Access Community Children’s Fund (Access Communications)
Amount	n/a
Description	The Access Communications Children’s fund will consider requests for funding that include the focus areas of: <ul style="list-style-type: none"> • Health and wellness of children and youth • Education and literacy • Social inclusion
Deadline	No deadline
More Information	https://www.myaccess.ca/childrens-fund/apply-for-funding

Funding Opportunity	Community Grant Program (SGI)
Amount	\$1000
Description	The program provides \$100,000 a year in total grants to help local organizations offset the cost of traffic safety and brain injury prevention programs.
Deadline	October 31 and February 28
More Information	https://www.sgi.sk.ca/community-grants-programs

Funding Opportunity	Federation of the Blind Trust Fund (South Saskatchewan Community Foundation)
Amount	\$700
Description	Established in 1975, this fund is dedicated to the unique needs of the blind in Saskatchewan. Delivered through partnership with CNIB Saskatchewan, eligible individuals can receive up to a maximum of \$700 (exceptions may be made on a case by case basis) from the fund for tuition, specialized training, or aid.
Deadline	n/a
More Information	https://sscf.ca/federation-of-the-blind-trust-fund/

Funding Opportunity	New Horizons for Seniors (Government of Canada)
Amount	Up to \$25,000

Description	Projects for regular grants must meet one program objective including “supporting the social participation and inclusion of seniors.” If a project meets one of the National Priorities, it will receive extra points in the assessment process. This includes persons with disabilities under “Priority 3: Celebrating diversity and promoting inclusion.”
Deadline	December 21, 2021
More Information	https://www.canada.ca/en/employment-social-development/programs/new-horizons-seniors.html?utm_campaign=NewHorizonsforSeniorsProgram&utm_medium=VanityURL&utm_term=en&utm_content=canada-ca_nhsp2020_CFP

Tier 2 – Other (Broadly Scoped)

Funding Opportunity	Sponsorships & Donations (Affinity Credit Union)
Amount	n/a
Description	To ensure our community investment funding has the greatest impact possible, the focus of donations and sponsorships on supporting programs, initiatives and events that improve lives, strengthen our communities and genuinely make a difference through: <ul style="list-style-type: none"> • social and financial inclusion • environmental sustainability • local economic development • community assets
Deadline	n/a
More Information	https://www.affinitycu.ca/meet-affinity/in-the-community/sponsorships/sponsorship-and-donations

Funding Opportunity	Community Grant Program (Community Initiatives Fund)
Amount	Annual: \$25,000 (local); \$50,000 (provincial) Summer: \$5000
Description	The Community Grant Program provides grants to support programs and projects that fall within one of these three funding themes: <ul style="list-style-type: none"> • Healthy growth and development of children and youth • Individual and community wellbeing • Nonprofit and community leadership
Deadline	Annual: April 1 and October 1 Summer: February
More Information	http://www.cifsask.org/grants

Funding Opportunity	Regina Spirit Fund (Farm Credit Canada)
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Amount	Up to \$25,000 for capital investment Up to \$10,000 for eligible projects
Description	The FCC Regina Spirit Fund provides funding for eligible projects that enhance life in Regina.
Deadline	January 31, 2022
More Information	https://www.fcc-fac.ca/en/community/giving-back/regina-spirit-fund.html

Funding Opportunity	Community Spaces Funding (Federated Co-operatives Limited)
Amount	\$25,000 to \$150,000
Description	Funding established to improve community health and well-being by building places for Western Canadians to come together, build social connections and enable community development. Includes funding priority of providing enhanced recreation spaces in community.
Deadline	First business day in March
More Information	https://www.co-op.crs/articles/detail/community-spaces-funding

Funding Opportunity	Community Sponsorship (Roots)
Amount	n/a
Description	Donations or sponsorship requests must meet criteria that includes: Community-related causes, such as those devoted to families in need, women, children, disaster relief, arts, sports and education.
Deadline	No deadline
More Information	https://canada.roots.com/on/demandware.static/Sites-RootsCorporate-Site/Sites-RootsCorporate-Library/default/v1260018541155/content/documents/Sponsorshipguidelines.pdf

Funding Opportunity	2022 South District Funding Guidelines (Affinity Credit Union)
Amount	n/a
Description	We're committed to building a better world by investing our resources in bettering our communities, strengthening our economy and improving quality of life for individuals and families. We focus on distributing funding to local programs and initiatives that make a meaningful difference.
Deadline	May 1, 2022
More Information	https://www.affinitycu.ca/meet-affinity/in-the-community/sponsorships/district-council-funding/2022-south-district-funding-guidelines

Other Grant Directories

Regina Region Local Immigration Partnership	https://rrlip.ca/pages/funding-guide-2018
Saskatchewan Urban Municipalities Association	https://suma.org/resources/grants
SaskCulture	https://www.saskculture.ca/programs/funding-programs/find-a-grant
Saskatchewan Parks & Recreation Association	https://www.spra.sk.ca/funding/grants-and-funding-guide/

For Municipalities

Enabling Accessibility Fund (Government of Canada)

- Amount: \$350,000 to \$1,000,000
- Deadline: currently closed
- Link: <https://www.canada.ca/en/employment-social-development/services/funding/enabling-accessibility-fund-mid-size.html>
 - This program will fund projects that make communities and workplaces more accessible for persons with disabilities.

Green and Inclusive Buildings (Government of Canada)

- Amount: small projects (\$100,000 to \$3 million); large projects (large projects = \$3 million to \$25 million)
- Deadline: Continuous Intake (small projects); stay tuned for next intake (large projects)
- Link: <https://www.infrastructure.gc.ca/gicb-bcvi/index-eng.html>
 - The Green and Inclusive Community Buildings (GICB) program aims to build more community buildings and improve existing ones – in particular in areas with populations experiencing higher needs – while also making the buildings more energy efficient, lower carbon, more resilient, and higher performing.

New Horizons for Seniors (Government of Canada)

- Amount: up to \$25,000
- Deadline: December 21, 2021
- Link: https://www.canada.ca/en/employment-social-development/programs/new-horizons-seniors.html?utm_campaign=NewHorizonsforSeniorsProgram&utm_medium=VanityURL&utm_term=en&utm_content=canada-ca_nhsp2020_CFP
 - Projects for regular grants must meet one program objective including “supporting the social participation and inclusion of seniors.” If a project meets one of the National Priorities, it will receive extra points in the assessment process. This includes persons with disabilities under “Priority 3: Celebrating diversity and promoting inclusion.”

Canada Community-Building Fund (Province of Saskatchewan)

- Amount: Allocations to municipalities are on a per capita basis
- Deadline: n/a
- Link: <https://www.saskatchewan.ca/government/municipal-administration/funding-finances-and-asset-management/funding/canada-community-building-fund/about-the-canada-community-building-fund#canada-community-building-fund>
 - formerly known as the Gas Tax Fund

Transit Assistance for People with Disabilities Funding (Government of Saskatchewan)

- Amount: Performance-based program
- Deadline: February 28
- Link: <https://www.saskatchewan.ca/government/municipal-administration/funding-finances-and-asset-management/funding/funding-transit-for-people-with-disabilities#program-background>

Canada Healthy Communities Initiative (Community Foundations of Canada)

- Amount: up to \$100,000 (large projects = \$100,000 to \$250,000)
- Deadline: currently closed
- Link: https://communityfoundations.ca/initiatives/canada-healthy-communities-initiative/?mc_cid=7e75fa966c&mc_eid=91e726b2bd
 - The Healthy Communities Initiative will provide funding to a broad range of organizations, including local governments, charities, Indigenous communities and nonprofits, for projects, programming and services that help communities:
 - create safe and vibrant public spaces,
 - improve mobility options, and
 - provide innovative digital solutions.

Social Development Partnerships Program (Government of Canada) – Social Inclusion of Vulnerable Children and Youth

- Currently closed
- Amount: up to \$3,000,000
- <https://www.canada.ca/en/employment-social-development/services/funding/social-inclusion-vulnerable-children-youth.html#h2.4>

Social Development Partnerships Program (Government of Canada) – Financial Empowerment of Low-Income People

- Currently closed
- Amount: up to \$3,000,000
- <https://www.canada.ca/en/employment-social-development/services/funding/financial-empowerment-low-income-people.html>

ADAPTED SPORT & RECREATION

Funding Recipients

Beginning in 2021, Administration has operated a \$200,000 funding program for Adapted Sport & Recreation. In 2022, following approval from Council, the fund became annual.

These grants are available for any project that improves the accessibility of sport, recreation and leisure activities within the city. Organizations can apply for support toward capital projects, programs, and/or events.

In 2021, the City distributed \$200,000 (of a requested \$421,758) to local organizations to improve the accessibility of sport and recreation activities across the City.

See the full list of supported projects below.

ORGANIZATION	INITIATIVE
Argyle North Community Association Inc.	Building Renovations - Doors & Ramp
Saskatchewan Wheelchair Sports Association	ParaSport 306 - "Get Involved": Program for first time wheelchair sport athletes ages 2-18 to provide equipment, activities and informational resources
Queen City Eastview Community Association Inc.	Adapting the Eastview Community Centre
The Canadian Institute for the Blind (CNIB)	Tandem Bike Pilot Project: To offer those who are blind or partially sighted the experience of bike riding
Regina's Art Supply Exchange, Inc.	Interior Accessible Washroom and Exterior Entryways
YMCA of Regina	Accessibility Capital Upgrades
Heritage Community Association Inc.	Let's Move: Weekly inclusive after-school program for inner-city youth ages 9 to 14
Creative Options Regina	Sir Dance A Lot Concert Series: Expanding existing program to offer engaging concerts to support people experiencing disability
Deaf Crows Collective Inc.	Highly skilled American Sign Language (ASL) performance interpreters to convey spoken word poetry, Hip Hop, and dynamic play reading to deaf and hard of hearing audiences.
Regina Folk Festival Inc.	The Hearing Loop at RFF: Creating a better concert experience for those who are hard of hearing or deaf, as well as those who require less stimulation
Art Gallery of Regina Inc.	Accessible Art Experiences: Creation of inclusive explorations of art within a gallery setting
The Saskatchewan Brain Injury Association	Brain Power Hour: regular, hour-based exercise program from results of brain injury to improve function, both physically and mentally for survivors.
Normanview West Community Association Inc.	ASD Inclusive Family Sport: program that is inclusive to ASD (Autism Spectrum Disorder) individuals, which encompasses fun, fitness and learning play

Adapted Recreation Survey

Note: We have used both identity-first language (i.e., disabled person) and person-first language (person with a disability) throughout this survey, to acknowledge and reflect the different language used in community.

Thank you for taking the time to complete the City of Regina's Adapted Recreation Survey. We want to improve accessibility for people with disabilities, their supporters, and the recreation and leisure sector as a whole. We define recreation as anything that people do in their spare time, including (but not limited to) arts and cultural activities, physical activities and social activities.

The survey will take an estimated 30 minutes to complete. To request a phone survey, please contact Service Regina at 306-777-7000 or email SocialInclusionPrograms@Regina.ca.

The City of Regina is working with consultants from Listen to Dis' Community Arts on this project. Listen to Dis' is a disability-led, disability-arts organization with more than a decade of experience in our community. John Loepky will be primarily responsible for reviewing and compiling your responses. If you'd prefer to reach out to him directly, please email him at john.loepky@listentodis.com.

This survey will inform the City's future actions toward making recreation and leisure more accessible for disabled people. Please note that there are multiple choice options as part of this survey, as well as a later section that gives space for personal narrative.

Let's begin!

I identify as (please check all that apply):

- ☐ A person with a disability/disabled person
- ☐ A parent, caregiver, or supporter (friend, family member, co-worker) of a person with a disability/disabled person
- ☐ An employee or volunteer within the recreation and leisure sector

Please select the statement that describes your overall satisfaction with access and inclusion in City of Regina's current recreational programming:

- ☐ I am very satisfied
- ☐ I am mostly satisfied
- ☐ I am neutral
- ☐ I am dissatisfied
- ☐ I am deeply dissatisfied
- ☐ Not applicable - I do not currently access City of Regina recreational programming

Questions for people with disabilities/disabled people

(skip to next section if this does not apply)

General Priorities

Feedback we've received so far has identified seven key categories for increasing the accessibility and inclusivity of City of Regina recreational programs. Please rate the following in terms of how important they are to you as priorities. For each, selections will be:

High Priority: Very important to me, this needs to be on the City of Regina's radar urgently.

Medium Priority: Still important, but not as urgent as a high priority.

Low Priority: Less urgent than either a high or medium priority, something that may increase accessibility, but is not front of mind.

Not a Priority: Not a priority for me.

	High Priority	Medium Priority	Low Priority	Not a Priority
Communication/accessible information (e.g., website accessibility, materials in different accessible formats)				
Access and availability (e.g., physical access to programs as well as the times events are scheduled)				
Access to transportation				
Cost (e.g., lower cost barriers for those with disabilities)				
New programs				
Additional training for City of Regina employees				
Safety (e.g., equipment or aspects of training related to safety)				

Please select any barriers you experience in accessing City of Regina recreational programming (select all that apply).

- ☐ Inaccessible entrances and exits
- ☐ Lack of accessible materials (e.g., large print materials, captioned content)
- ☐ Lack of transportation options
- ☐ Lack of physical or emotional support systems
- ☐ Programs that do not meet my accessibility needs
- ☐ Lack of information about the accessibility of programs and facilities
- ☐ Lack of trust that the program I select will be accessible
- ☐ Lack of accessible washroom facilities
- ☐ Lack of digital options
- ☐ Other (please specify): _____

Program Type Feedback

In terms of programming types that you would like to see, please rate the following according to how important they are to you as priorities.

	High Priority	Medium Priority	Low Priority	Not a Priority
Arts and culture				
Organized sports				
General fitness				
Social opportunities				
Learning programs (e.g., reading)				
Family programs				
Life skills programs (e.g., cooking)				
Winter activities (e.g. skating, skiing)				
Summer activities (e.g. cycling, rowing)				

Program Delivery Feedback

In terms of how programs are delivered, please rate the following according to how important they are to you as priorities.

	High Priority	Medium Priority	Low Priority	Not a Priority
In-person				
Digital				
Hybrid (a combination of digital and in-person)				
Drop-in activities				
Structured classes				
Indoor programs				
Outdoor programs				

For those delivering or supporting City of Regina programming, what additional training do you feel they need in order to ensure you have access to that programming? Please check all that apply:

- ☐ Physical support (e.g., lifting, repositioning)
- ☐ Social (e.g., the expectations when communicating with a disabled person)
- ☐ Communication with those who are Deaf/hard of hearing
- ☐ Disability or Deaf Culture
- ☐ Interactions with service animals
- ☐ Additional emergency procedure training (e.g., how to evacuate a disabled participant or what to do during a medical emergency)
- ☐ Other (please specify): _____

Please select the statement that best describes your experience with the City of Regina's recreational programming:

- ☐ All of it is accessible to me
- ☐ Most of it is accessible to me
- ☐ Some of it is accessible to me
- ☐ None of it is accessible to me

Do you use the Affordable Access Program (also called Affordable Fun)?

- ☐ Yes
- ☐ No
- ☐ I don't know about the Affordable Access Program

Please list where you currently learn of accessible recreation programming:

- ☐ Word of mouth
- ☐ Social media
- ☐ Email
- ☐ Support system (family, OT/physio, friends)
- ☐ The City of Regina website or Leisure Guide
- ☐ Other (please specify): _____

Please select the statement that best represents your awareness of the City of Regina's adaptive recreation programming:

- ☐ I feel well informed
- ☐ I feel somewhat informed
- ☐ I don't feel at all informed

Questions for parents, caregivers, or supporters (friends, family members, co-workers) of a person with a disability/disabled person

(skip to next section if this does not apply)

General Priorities

Please rate the following in terms of how important they are to you as priorities. For each, selections will be:

High Priority: Very important to me, this needs to be on the City of Regina's radar urgently.

Medium Priority: Still important, but not as urgent as a high priority.

Low Priority: Less urgent than either a high or medium priority, something that may increase accessibility, but is not front of mind.

Not a Priority: Not a priority for me.

	High Priority	Medium Priority	Low Priority	Not a Priority
Specialized programming for those with disabilities				
Integrated accessible programming (programming that is not just for those with disabilities)				
Opportunities for connections to other parents				
Social opportunities for the person(s) I support				
Availability of programs offered				
Information about which programs are accessible				
Resources (financial, a support person, etc.) in order for the person(s) I support to attend				
Additional accessible indoor locations for programming				
Additional accessible parks, playground and outdoor locations for programming				

Please select any barriers you experience in accessing City of Regina recreational programming (select all that apply)

- ☐ Inaccessible entrances and exits
- ☐ Lack of accessible materials (e.g., large print materials, captioned content)
- ☐ Lack of transportation options
- ☐ Cost
- ☐ Lack of physical or emotional support systems
- ☐ Programs that do not meet my accessibility needs
- ☐ Lack of information about the accessibility of programs and facilities
- ☐ Lack of trust that the program I select will be accessible
- ☐ Lack of accessible washroom facilities
- ☐ Lack of digital options
- ☐ Other (please specify): _____

For those delivering or supporting City of Regina programming, what additional training do you feel they need in order to ensure those you support have access to that programming?

- ☐ Physical support (e.g., lifting, repositioning)
- ☐ Social (e.g., the expectations when communicating with a disabled person)
- ☐ American Sign Language
- ☐ Disability or Deaf Culture
- ☐ Interactions with service animals
- ☐ Additional emergency procedure training (e.g., how to evacuate a disabled participant or what to do during a medical emergency)
- ☐ Other (please specify): _____

Do you use the Affordable Access Program (also called Affordable Fun)?

- ☐ Yes
- ☐ No
- ☐ I don't know about the Affordable Access Program

Please list where you currently learn of accessible recreation programming

- ☐ Word of mouth
- ☐ Social media
- ☐ Email
- ☐ Support system (family, OT/physio, friends)
- ☐ The City of Regina website or Leisure Guide
- ☐ Other (please specify): _____

Please select the statement that best represents your awareness of the City of Regina's adaptive recreation programming:

- ☐ I feel well informed
- ☐ I feel somewhat informed
- ☐ I don't feel at all informed

Questions for employees or volunteers within the recreation and leisure sector

(skip ahead if this does not apply)

Of the following barriers, please rate all that apply to you and your organization when it comes to City of Regina recreational programming.

Please rate the following in terms of how important they are to you as priorities.

	Major Barrier	Secondary Barrier	Minor Barrier	Not a Barrier
Physical accessibility of program facilities				
Accessible transit availability				
Facility availability				
Cost				
Awareness of programs and events				

Are there other barriers regarding City of Regina recreational programming have you and/or your organization experienced? Please provide your comments.

Closing Questions for Everyone

We recognize that personal narrative is a valuable way to provide feedback in a survey such as this and is a key component of disability cultural understanding. Below are key questions that you are welcome to answer in whatever style is accessible to you.

Just a reminder, if you would like support in this area – including providing your response via a conversation or a scribe – please call Service Regina at 306-777-7000 or email SocialInclusionPrograms@Regina.ca.

In your opinion, what types of inclusive recreation and activities are needed in the City of Regina?

What are the barriers you or those you support face when accessing recreation or leisure programs in the City of Regina?

What supports would better enable you or those you support to access recreation or leisure programs in the City of Regina?

The City is exploring the development of a program that would provide support workers to people who request them in order to attend City programs or activities. Is this a service you or those you support would access? If so, what concerns, questions or recommendations would you have about this type of program?

How did you hear about the survey?

- ☐ Social media
- ☐ City of Regina website
- ☐ News coverage
- ☐ Survey link forwarded by an organization
- ☐ Survey link forwarded by a friend/colleague/family member
- ☐ Other (please specify): _____

Thank you!

Once completed, please mail or drop off your survey to the front desk at the māmawêyatitân centre (3355 6th Ave., Regina SK, S4T 3H7, Attention: Hayley Schnell) or contact SocialInclusionPrograms@Regina.ca to arrange pick-up.

Appendix H: Summary of Accessibility Audits

Between 2021 and 2023, Administration is working with a consultant and auditors certified through the Rick Hanson Foundation's Accessibility Certification Program to conduct accessibility audits on 40 public-facing City of Regina facilities. These audits result in detailed reports and ratings of each facility and include recommended upgrades and associated costs.

They cover a wide variety of aspects of accessibility, including how people enter a facility (vehicular access, approaches, entrances), move through a facility (wayfinding/signage, illumination, elevators and stairs, flooring), and tend to their basic needs (washrooms, water fountains, seating). They also look at the accessibility of emergency and life-safety systems and communications within facilities (e.g. visual alarms, hearing loops). Recommendations are broken down into short-term, medium-term and long-term priorities.

The following is a full list of facilities to be audited by year.

2021	2022	2023
Cathedral Neighbourhood Centre	Arcola East Community Centre	Lakeview Par 3 Clubhouse and Site
Core Ritchie Neighbourhood Centre	Argyle Park Community Centre	Floral Conservatory & Greenhouse
Al Ritchie Memorial Arena	Eastview Community Centre	Joanne Goulet Golf Course Clubhouse and Site
Glencairn Neighbourhood Centre	Uplands Community Centre	Leslie Lawn Bowling Park Clubhouse and Site
Sandra Schmirler Leisure Centre	Massey Pool	mamaweyatitan centre
Northwest Leisure Centre	Buffalo Meadows Pool	Regina Senior Citizens Centre
Doug Wickenheiser Arena	Regent Pool	Neil Balkwill Civic Arts Centre
Fieldhouse	Currie Field Facilities and Site	Tor Hill Golf Course Clubhouse and Site
Lawson Aquatic Centre	Kaplan Field Facilities and Site	Murray Golf Course Clubhouse and Site
Transit Information Centre	Douglas Park Track Facilities and Site	Regina Senior Citizens Elphinstone Street Centre
City Hall	Leibel Field Facilities and Site	Municipal Justice Building
	South Leisure Centre	Balfour Arena
	Mahon Arena (Clarence)	
	Optimist Arena	
	Staples Arena (Jack)	
	Hamilton Arena (Jack)	
	Kinsmen Arena (Wheat City)	



Municipal Justice Building Community Centre Naming

Date	May 11, 2022
To	Executive Committee
From	City Planning & Community Development
Service Area	Parks, Recreation & Cultural Services
Item No.	EX22-62

RECOMMENDATION

The Executive Committee recommends that City Council:

1. Direct Administration to establish a name using a community advisory group for the neighbourhood centre that will be located within the Municipal Justice Building.
2. Approve this recommendation at its meeting on May 18, 2022.

ISSUE

In June 2020, City Council approved a project to redevelop the Municipal Justice Building (MJB) located at 1770 Halifax Street into a neighbourhood centre and police fitness facility. The revitalization of the MJB will include preserving the heritage of the facility and feature a variety of spaces that can be used by the City of Regina (City), members of the Heritage community, groups from across Regina and the Regina Police Service (RPS). Highlights of the redesign for the community space include: accessible and inclusive design elements, a gymnasium/multi-purpose room that is shared between the community and RPS, a multi-use stage/classroom, community kitchen, meeting rooms and office space for the Heritage Community Association. The third floor is being developed as dedicated training and fitness space for RPS.

This new neighbourhood centre will be a standalone space within the MJB and is currently unnamed. The City does not have a standard process for naming civic buildings. In alignment with

recent past practice used when naming māmawêyatitân and the principles that underpin the *Civic Naming Committee Guideline* (Guideline), Administration recommends engaging a group of community members and organizations within the Heritage neighbourhood to recommend a name for the new neighbourhood centre.

IMPACTS

Accessibility Impact

The naming stakeholder engagement process would be developed to ensure accessibility. This may include location, technology support, etc. however the specifics of the requirements would be determined once the individuals are identified.

Policy/Strategic Impact

The Guideline was established for the naming and renaming of parks and streets where the sponsorship and naming rights policy does not apply to provide a framework for adjudicating applications submitted to the Civic Naming Committee. By leveraging the Guideline as guidance for the process, the neighbourhood centre name will support the objectives of the *Regina Cultural Plan*, to “*ensure that the naming of streets, parks and other civic assets is done to celebrate Regina’s unique history and cultural diversity and that it tells the whole story of Regina*” and the Truth and Reconciliation Commission’s Calls to Action.

Financial Impact

There are no financial implications for the City related to the naming of the neighbourhood centre. Signage will be funded through the approved capital project budget. The City has identified that the *Sponsorship and Naming Rights Policy* should not apply to the community space within the MJB as a whole, however individual assets such as meeting rooms or the kitchen may be included.

Other Impacts

There are no environmental, risk/legal or other implications or considerations associated with the process to name the community space.

OTHER OPTIONS

1. Municipal Justice Building Neighbourhood Centre - The neighbourhood centre space could mirror the name of the building.

Advantages:

- Mirroring the building name minimizes any confusion over where the centre is as the MJB has existed in Regina since the 1930’s.
- Requires no additional work from Administration or members of the community.

Disadvantages:

- Lack of support from the community for the name. Early in the engagement process, stakeholders indicated a preference for a name that did not include “municipal justice” to ensure a welcoming and inclusive environment.
- May lead to a lack of identity for the centre as it would be assuming a historic name of the overall building.

2. Heritage Neighbourhood Centre - The neighbourhood centre space could become the Heritage Neighbourhood Centre.

Advantages:

- Consistent with how many of our other neighbourhood centres, such as the Glencairn Neighbourhood Centre or Cathedral Neighbourhood Centre, are named.
- Reflective of the name of the community and would help Regina residents intuitively understand the general location of the centre.
- Requires no additional work from Administration or members of the community.

Disadvantages:

- Lack of alignment with the City’s approach to naming street and park assets and impacts our ability to further realize the *Regina Cultural Plan* and the Truth and Reconciliation Commission’s Calls to Action.

COMMUNICATIONS

The redevelopment of the MJB included numerous consultations with local stakeholders and a public survey. Administration is in regular contact with the Heritage Community Association. If the recommendations are approved, Administration would work with these stakeholders to select members from the community to create a naming group. The recommended name would then be communicated to the neighbourhood and broader community through a report back to Executive Committee and as part of the opening of the neighbourhood centre.

DISCUSSION

The MJB is part of Regina’s cultural heritage. The building retains significant historic value due to its association with the history of the RPS. The original use was as the RPS headquarters from 1930-1978. RPS retained some use of the MJB over the years, including its gym, a weight room and storage space but moved out fully in 2015. The building also served as a temporary location for the municipal and provincial courts. The MJB is noted for being the backdrop for the On to Ottawa Trek and the Regina Riot.

The Heritage neighbourhood is a vibrant, diverse inner-city neighbourhood – home to over 5,000 residents. As of the 2016 census, approximately 21 per cent of Heritage’s population is First Nations or Métis (compared to 10 per cent in the City of Regina generally). Regina has one of the highest international migration rates in Canada and the highest in Saskatchewan. Nearly 25 per cent of Heritage community residents identify as immigrants according to the same 2016 census. 41 per cent of these residents have come since 2011. It’s expected this has grown significantly since 2016.

The revitalization of the MJB into a neighbourhood centre will provide an accessible, inclusive and modern community space that will strengthen the neighbourhood and broader city by providing dedicated time and space for community activities. A shortage of recreation space was identified as part of the research for the Recreation Master Plan. Because this is a new space within an existing building, an opportunity exists to name the community centre to differentiate it from the building as a whole.

The City does not have a standard process for naming its Civic buildings. Administration is instead looking to leverage the policy direction provided by the Guideline and knowledge gained from naming the māmawēyatitān centre. The naming process would involve creating a group of community members and organizations from within the Heritage neighbourhood to engage on what the space will represent for the neighbourhood and recommend a name that would support an inclusive environment, support the Cultural Plan and the TRC Calls to Action and reflect the local context of the space. This group would include members of the Indigenous, Métis, Newcomer and ethno-cultural communities to reflect the diversity of the neighbourhood.

DECISION HISTORY

The recommendation contained in this report requires City Council approval.

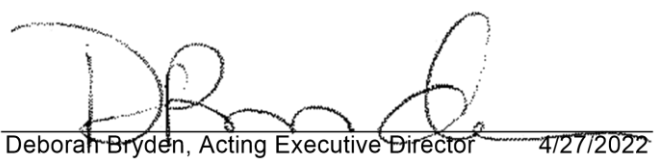
Respectfully submitted,

Respectfully submitted,



Russell Elrich, Manager, Open Space Services

4/19/2022



Deborah Bryden, Acting Executive Director

4/27/2022

Prepared by: Bobbie Selinger, Manager, Community & Recreation Programs



Coronation Park Community Garden - 560 Elphinstone Street

Date	May 11, 2022
To	Executive Committee
From	Financial Strategy & Sustainability
Service Area	Land, Real Estate & Facilities
Item No.	EX22-63

RECOMMENDATION

The Executive Committee recommends that City Council:

1. Approve the City of Regina (City) entering into an agreement for the lease of the portion of City-owned property located at 560 Elphinstone Street, the former Regent Par 3 (identified on the attached Appendix A) to the Coronation Park Community Association consistent with the terms and conditions stated in this report.
2. Delegate authority to the Executive Director, Financial Strategy & Sustainability or their designate, to negotiate any other commercially relevant terms and conditions, as well as any amendments to the agreement that do not substantially change what is described in this report and any ancillary agreements or documents required to give effect to the agreement.
3. Authorize the City Clerk to execute the agreement upon review and approval by the City Solicitor.
4. Approve a property tax exemption for 101083661 Saskatchewan Ltd. for the property legally described as Blk B & C, Plan 101888297 for the 2022 tax year pursuant to the Community Non-Profit Tax Exemption Policy subject to the Government of Saskatchewan approving the exemption or partial exemption of the education portion of the property tax levies where required.

5. Authorize the Executive Director, Financial Strategy & Sustainability or delegate to apply for the approval of the Government of Saskatchewan on behalf of the 101083661 Saskatchewan Ltd. for any exemption of the education portion of the property tax levies payable to the Government of Saskatchewan that is \$25,000 or greater on an annual basis.
6. Instruct the City Solicitor to amend Bylaw 2021-78 being *The Community Non-Profit Tax Exemption Bylaw, 2022* to include the additional property tax exemption outlined in recommendation 4.
7. Approve these recommendations at its meeting on May 18, 2022, following the required public notice.

ISSUE

The Coronation Park Community Association (CPCA) has approached the City of Regina (City) with a request to create a new community garden at 560 Elphinstone Street as a part of the redevelopment of the former Regent Par 3 golf course. The garden would be located on the southwest corner of the park as shown on the attached Appendix A. The CPCA wishes to utilize this portion of the property under a zero dollar lease agreement with the City.

When considering the lease of City-owned property, standard procedure is for Administration to ensure that the property is made publicly available and leased at market value. In this lease, the land is being provided without a public offering and at less than market value, which requires City Council approval. It is recommended that City Council approve the City entering into a zero dollar lease agreement with the CPCA for this space.

IMPACTS

Financial Impacts

The lease is being provided to the CPCA at no charge which is consistent with other non-profit community garden leases. The estimated municipal property taxes for the gardens are \$1,424. As community gardens qualify under the Community Non-Profit Tax Exemption Policy, Administration recommends granting an exemption for the 2022 property taxes. For 2022, all other community association gardens have received a tax exemption under the Policy. Irrigation costs would be the responsibility of the CPCA.

Policy/Strategic Impact

Community garden development is supported by the Official Community Plan goal to increase access to healthy and affordable food. The benefit of community gardens is also recognized in the Recreation Master Plan and the Community Gardens Policy as, in addition to assisting with food security, they also offer a valuable recreational activity that contributes to community development.

Environmental Impacts

Although difficult to quantify, community gardens can reduce greenhouse gas emissions that are produced through food transportation.

OTHER OPTIONS

The City could choose to not provide the area for the community garden. This is not recommended as the City has been working with the CPCA to find an appropriate area for a garden lease for some time and this has been the first available property in the area.

COMMUNICATIONS

Public notice is required for City Council to approve the lease of City-owned property without a public offering and below market value. Notice regarding this proposal has been advertised in accordance with public notice requirements.

CPCA will be informed of any decision of the Executive Committee and City Council.

DISCUSSION

The CPCA has been discussing the ability to start a new community garden in their area for several years with Administration, but a suitable location has not been found until now. The redevelopment of the Regent Par 3 golf course has provided the opportunity for the new community garden to come to fruition.

The installation is proposed to be a combination of several in-ground garden plots along with several above-ground planters. The CPCA is also proposing to install some fruit bearing bushes, shrubs and trees to complement and delineate the garden area from the remaining redevelopment lands. The installation of the bushes, shrubs and trees will be in consultation with the Administration to ensure that the City would be able to take over the maintenance of these perennial plants should the CPCA no longer require the garden lease.

The proposed garden lease is approximately 1,581m² as shown on the attached Appendix A. The proposed concept plan of the garden is attached as Appendix B.

Administration is recommending the approval of the lease with a term from May 1, 2022 – May 31, 2027. This initial term will provide sufficient time for the CPCA to develop the garden plots and establish a base of interest and use in the property. A new lease will be brought forward in 2027 along with the remaining community gardens throughout the city for a new approval. The lease will

be free of charge and the lessee will be responsible for all maintenance and operations costs. The estimated municipal property taxes for the gardens for May to December 2021 are \$1,424. As community gardens qualify under the Community Non-Profit Tax Exemption Policy, Administration recommends granting an exemption for the 2022 property taxes. With this exemption, the total 2022 municipal property tax exempt under the policy will be \$1,240,379. While the policy caps annual tax exemptions under the policy at \$1.24 million, exceeding the policy cap by \$379 is reasonable given the unique circumstances of this matter.

DECISION HISTORY

This lease has never been before City Council.

Respectfully submitted,

Respectfully submitted,



Shaun Bzdel, Director, Land, Real Estate & Facilities

4/13/2022



Barry Lacey, Exec. Director, Financial Strategy & Sustainability

4/28/2022

{Signature}

Prepared by: {ResUserUser1:First Last, Title}

ATTACHMENTS

Appendix A - Lease Area

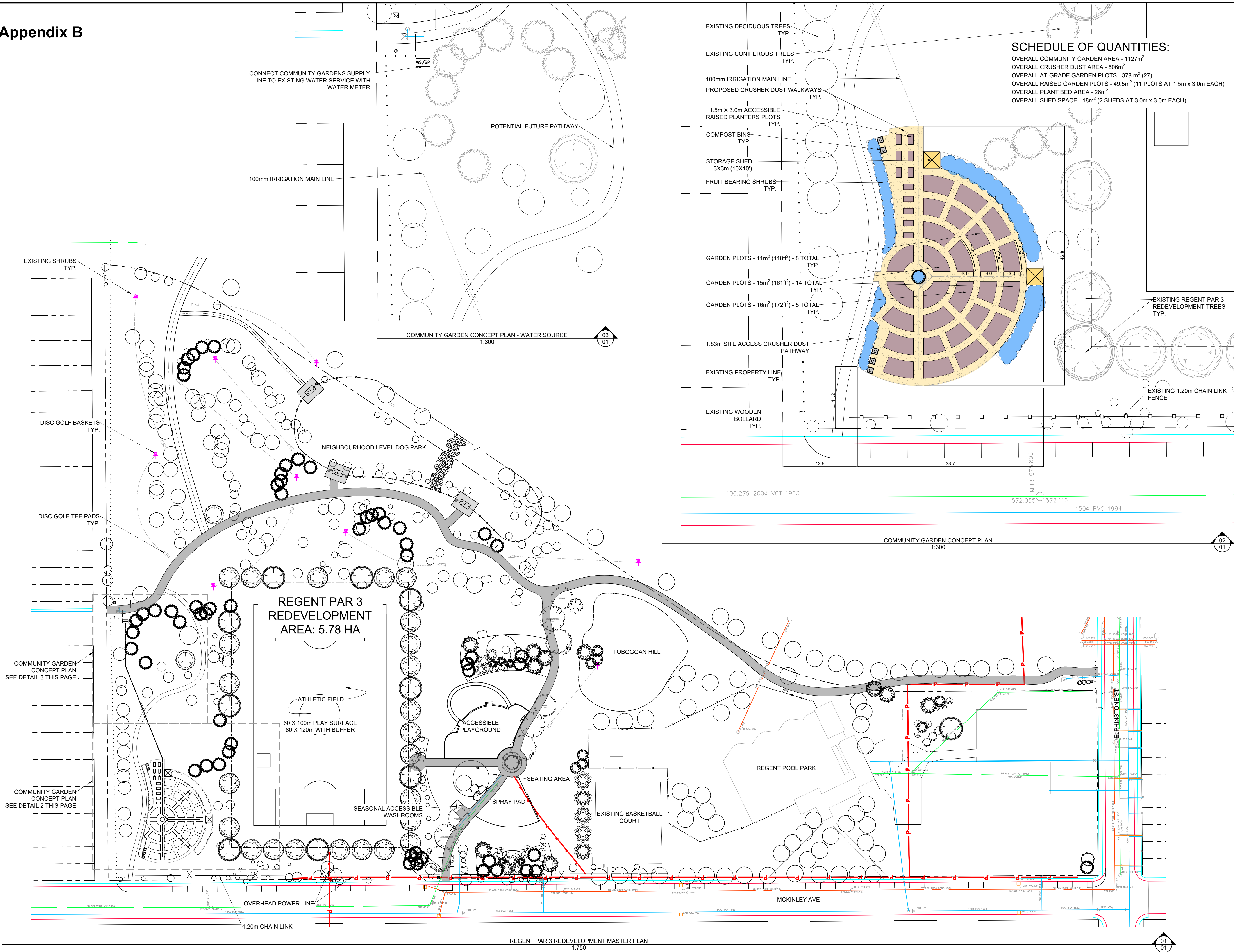
Appendix B - Proposed Concept Plan

Appendix A

1:800

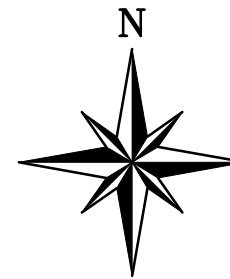
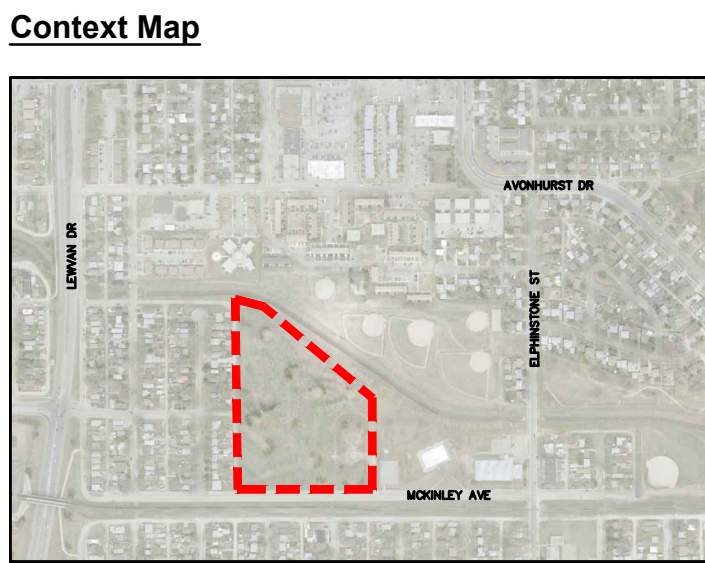


Appendix B



Project Information:
City of Regina
Parks Recreation & Cultural
Services
560 ELPHINSTONE ST

Legend:
Property line
Limit of work
Water
Storm
Sanitary
Power
Overhead Power
Irrigation Line
Gas
Fibre Optics
Cable



Notice:
- Utilities may not be as shown.
- City Crews must coordinate utility locates for ALL utilities (including traffic control facilities) through the City Dispatch Office.
- All Third-Party Contractors must coordinate utility locates through their own offices.
- The City of Regina is NOT responsible for any damage related to any inaccuracies in this drawing/map or any third-party contractor's failure to properly complete utility locates.
- Dimensions are in metres unless otherwise noted.
- Elevations are metric geodetic.

Approval / Stamping:
Engineer

Stamp

Revisions:

No.	yy-mm-dd	Description
0.	21-11-17	Issued for review
1.	22-02-08	CPCA changes/review
2.		
3.		
4.		
5.		
6.		

File Information:

REGENT PARK FINAL DESIGN.DWG

Designed / Drawn By:
JS

Sheet Information:

Regent Par 3 Redevelopment
Community Gardens Concept Plan
Scale: 1:750

Sheet Number: **Category:**

L-1



City Centre Core Framework - Prioritized Policies and Recommended Actions

Date	May 11, 2022
To	Executive Committee
From	City Manager's Office
Service Area	Office of Executive Director (City Planning & Community Development)
Item No.	EX22-64

RECOMMENDATION

The City Centre Core Development Advisory Committee recommends that the Executive Committee recommend that City Council:

1. Approve the prioritization of the City Centre Core Framework Policies and Recommended Actions as outlined in Appendix A.
2. Direct the City Centre Core Development Advisory Committee to adopt Appendix A as a workplan, with progress reviewed and reported on annually.
3. Approve these recommendations at its meeting on May 18, 2022.

ISSUE

The City Centre Core Framework included policies and recommended actions for each of its three goals. One of the first agenda items identified for the City Centre Core Development Advisory Committee (Advisory Committee) was the prioritization and refinement of these policies and recommended actions.

IMPACTS

While there are no direct financial, environmental, or policy/strategic impacts in prioritization itself, it will offer advice in the business planning and any related budgetary requests of City Centre Core Land Areas through the annual budget process and deliberations of Council.

City Centre Core Land Areas defined in the City Centre Core Framework include Regina's Warehouse Business Improvement District, Regina Downtown Business Improvement District, land and facilities managed by Regina Exhibition Association Limited, Taylor Field Lands, Yards Neighbourhood, and the Saskatchewan Drive Corridor.

OTHER OPTIONS

1. That work be referred back to the City Centre Core Development Advisory Committee, to return with revised recommendations for consideration.

COMMUNICATIONS

Many of the actions have, or will have, communications and marketing strategies developed, such as the Saskatchewan Drive Corridor Project, Dewdney Avenue Rehabilitation Project, cycling connectivity and transit. These will consider goals and objectives of the Framework.

The completion of policies and recommended actions is an important measure of progress on advancement of the Framework. The City Centre Core Development Advisory Committee Chair will present an annual report with updates on progress to City Council, Regina Downtown Business Improvement District Board, Regina Exhibition Association Limited Board and Regina's Warehouse Business Improvement Board; news releases or media events may be held for major milestones.

DISCUSSION

The City Centre Core Framework included twenty-five policies and recommended actions to support the following goals:

1. Prioritize City Centre Development for Intensification
2. Invest in Infrastructure to Support City Centre Core Development
3. Connect Land Areas within the City Centre Core

The policies and recommended actions were developed by the working group and were meant to be refined and prioritized by the City Centre Core Development Advisory Committee once established.

Dependencies of current plans and funding sources were considered as part of the Advisory Committee's prioritization. Refinement included consolidation of some items that reduced the total policies and recommended actions to twenty-three.

The resulting prioritization creates four phases of work as illustrated in Table 1.

Table 1: Schedule of Prioritized Policies and Recommended Actions

Timeframe	Number of Policies and Recommended Actions
Immediate (2022)	10
Short Term (2023-2024)	5
Medium Term (2025-2030)	6
Long Term (2031-2040)	2
Total	23

Some recommended actions may have high level planning in a previous timeframe to prepare requests for budget and/or have work continue into the next defined timeframe. The bulk of work has been indicated in the proposed timeframe. Three actions were complete at the time of the Advisory Committee's prioritization.

Since the February 10, 2022 meeting, the report to Executive Committee planned for March 2022 as noted on Action 1.1 will now be presented in June, 2022.

This plan will be reviewed annually to measure progress and adapt to changes in the community.

DECISION HISTORY

On February 10, 2022, the City Centre Core Development Advisory Committee considered item CCC22-5 directing Administration prepare a report on behalf of the CCCDAC to Executive Committee recommending that City Council approve the City Centre Core Framework Policies and Recommended Action Items, as outlined in Appendix A.

On April 14, 2021, City Council considered CR21-48 approving the City Centre Core Framework that included policies and recommended actions requiring further refinement and prioritization by the City Centre Core Development Advisory Committee, once established.

On September 15, 2021, City Council considered CR21-126 approving Terms of Reference for the City Centre Core Development Advisory Committee, which included “prioritizing and refining the policies and recommend actions within the City Centre Core Framework.”

Respectfully submitted,



Jim Nicol, Interim City Manager 4/28/2022

Prepared by: Michelle Forman, Manager, Integration & Stakeholder Relationships

ATTACHMENTS

Appendix A - City Centre Core Framework Prioritized Policies and Recommended Actions

From Implementation Section of the City Centre Core Framework

Timing and Resources

The Framework is not necessarily approval for development applications. This guiding document will help inform decisions that are made by Council through regular development processes and over the course of their ongoing deliberations on capital projects as part of the defined budget process. Infrastructure for this area should be prioritized to support this framework.

Timeframes and assignment of action items and resources have been considered at a high level by the working group. They will be refined and prioritized once the City Centre Core Development Advisory Committee is established.

Monitoring and Evaluation

Updates on status will be provided on an annual basis to Council and to the respective Boards of each of the other Organizations.

Progress will be measured by:

1. Completion of policies and action items
2. An annual increase in
 - a. Population in City Centre
 - b. City of Regina's intensification rate
 - c. Number of development applications for City Centre Core
 - d. Number of collaborative events and programming to connect land areas

Measures may be added or modified based on suggestion and approval of the City Centre Core Development Advisory Committee.

Definitions

Status: C (Complete), WIP (Work in Progress), (NS) Not Started

Priority: (I) Immediate 2022, (S) Short Term 2023 – 2024, (M) Medium Term 2025-2030, (L) Long Term 2031-2040

Prioritization of Policies and Recommended Actions

No.	City Centre Core Framework Policy and Recommended Action Description	Status	Planned Start	Priority	Notes
Goal 1: Prioritize City Centre Development for Intensification (page 28 of Framework)					
1.1	Develop an incentive policy(policies) for growth in the City Centre as indicated in Map 1 – Growth Plan	WIP	2021	Immediate	In April, 2021 an Intensification Incentive Discussion Paper was presented to Executive Committee (CR21-86). Subsequently, authorization was given to conduct a market analysis and consult on several discussion points. Results of these undertakings as well as recommendations for future work are planned for presentation to Executive Committee in March 2022.
1.2	Make any necessary changes to zoning for infill and to support this plan	WIP		Immediate	Rezoning is complete for REAL lands Work on this will be ongoing
1.3	Amend the OCP Growth Map to include these within the City Centre boundary. REAL lands have a significant impact to the City Centre	C		Immediate	This bylaw change was approved by City Council on May 26, 2021.
1.4	Establish the City Centre Core Development Advisory Committee	C		Immediate	This bylaw change was approved by City Council on September 29, 2021.

No.	City Centre Core Framework Policy and Recommended Action Description	Status	Planned Start	Priority	Notes
1.5	Review processes for development and programming in each land area to accommodate an increased population in the City Centre	WIP	2022	Immediate to Short Term	<ul style="list-style-type: none"> Streamlining processes for City Centre development is work in progress for 2022. The establishment of programming mechanisms to accommodate an increased population will be required for all Organizations.
1.6	Conduct planned public consultation process for Saskatchewan Drive Corridor	WIP		Immediate	Public consultation on this project was impacted both by COVID-19 and some unanticipated delays in the project. Some is complete and stakeholder engagement plans that work with each neighborhood are in place. Conversations starting with the Heritage Neighbourhood and Downtown are underway. Conversation with the Cathedral Neighbourhood are yet to be scheduled. As the project progresses, another round of broad public engagement will occur.
1.7	Conduct planned public consultation process for Taylor Field Lands	NS		Medium	A planning and technical review examining the City's developable land assets is part of the development of the City of Regina Land Development Master Plan. Taylor Field Lands is one of the first parcels to be evaluated. Results of this review will determine next steps and priorities. Public consultation would follow. Although work may be started in the short term it may not be completed in the same defined timeframe.
1.8	Evaluate progress on intensification and incentive policy (policies) after 5 years	NS		Medium	<ul style="list-style-type: none"> Annual reporting is completed on progress towards the intensification target, population for City Centre and strategic actions within the Underutilized Land Improvement Strategy. An Annual Development Charges Report is completed that outlines projects completed for infrastructure related to growth in established and greenfield areas. An annual rate review is conducted to evaluate the growth-related capital projects required to support a population of 300,000 and calculate development charges for the subsequent year. This will now consider the tax lift based on intensification within established areas. Any future incentive policy as well as the Underutilized Land Improvement Strategy have plans for formal review after 5 years of implementation. Amendments based on current environmental needs may be made at any time. Planning for a 10-year review of the OCP will be initiated in late 2022 with official commencement in 2023.

Definitions

Status: C (Complete), WIP (Work in Progress), (NS) Not Started

Priority: (I) Immediate 2022, (S) Short Term 2023 – 2024, (M) Medium Term 2025-2030, (L) Long Term 2031-2040

2/10/2022

No.	City Centre Core Framework Policy and Recommended Action Description	Status	Planned Start	Priority	Notes
Goal 2: Invest in Infrastructure to Support City Centre Core Development (page 29 of Framework)					
2.1	Reach agreement on study boundaries and population distribution assumptions to be used to conduct servicing analysis.	NS	2022	Immediate	To be reviewed by CCCDAC in 2022. Supported by City of Regina. This action is to confirm the study boundaries and population assumption.
2.2	Conduct analysis to clarify existing state and determine the required infrastructure upgrades to service land with a population increase of 10,000 in the City Centre. 2.2.1 This includes water lines with appropriate fire flows, sewer pipes with enough capacity, roads that support all modes of transportation	NS	2023	Short to Medium	Will be initiating servicing studies that will include looking at the City Centre Core Area late 2022 to mid-2023. Analysis will be started mid-2023 to early 2024 and may take up to 2 years to complete making this a short to medium term priority
2.3	Proceed with Saskatchewan Drive Corridor Plan Project	WIP	2019	Medium to Long term	Current project is in progress to study and develop a plan. The following link provides project details. Regina.ca/saskdrive Construction planned to start in 2024 pending approvals Starts with Heritage (approx. 2 years). Could take 6 years (Medium term) to complete all phases (approximately 2 yrs/phase)
2.4	Begin project for the rehabilitation of Dewdney Avenue (grant funding requires completion by 2028)	WIP	2021	Short	Currently in design phase, construction anticipated to start in 2023, complete in 2024.
2.5	Develop implementation strategy and funding plan for required infrastructure upgrades	NS	2025	Medium	Following the analysis identified in 2.2 an implementation strategy will be developed. As projects are completed in the City Centre Core Area, review of existing infrastructure in consideration of future growth needs will be completed and infrastructure upgrades will be performed where possible.
2.6	Design and construct necessary infrastructure upgrades to prepare land for redevelopment in the City Centre Core	NS	2027	Medium	Construction of some infrastructure upgrades such as those for Saskatchewan Drive may begin earlier. Site specific upgrades may be made as needed in the short term.

Definitions

Status: C (Complete), WIP (Work in Progress), (NS) Not Started

Priority: (I) Immediate 2022, (S) Short Term 2023 – 2024, (M) Medium Term 2025-2030, (L) Long Term 2031-2040

2/10/2022

No.	City Centre Core Framework Policy and Recommended Action Description	Status	Planned Start	Priority	Notes
Goal 3: Connect Land Areas within the City Centre Core (page 29 of Framework)					
3.1	Develop architectural control design guidelines with unified design criteria for each land area. Each area will have unique feel based on its defined characteristics and still connected as a City Centre Core	NS		Short	
3.2	Plan landscaping and streetscaping for the City Centre Core 3.2.1 Explore interim activation and beautification solutions prior to full development of all land areas	WIP		Short	Downtown Design Guidelines complete (sidewalks, lighting, tree wells, garbage cans and benches)
3.3	Plan routing and connections for walking and bike paths to connect land areas through active modes of transportation	NS	2023	Short	Connectivity of this area will be part of the Transportation Master Plan Review. However, there may be a need to advance this work to meet the timeline of pending developments such as the aquatic facility
3.4	Include City Centre Core Development Advisory Committee as a stakeholder group for the Transit Master Plan	C		Immediate	Transit Master Plan presentation is planned for Executive Committee in March 2022. Project team met with RDBID, RWBID and REAL in fall 2021 to meet project timelines.
3.5	Explore opportunities for the City Centre Core Development Advisory Committee to share information and collaborate with Economic Development Regina on business attraction	NS		Immediate	
3.6	City Centre Core Development Advisory Committee to explore locations for catalyst developments. This will include collaboration with stakeholder groups to make recommendations to Council	NS		Immediate	
3.7	Plan and construct pedestrian bridge between downtown and Warehouse District	NS		Long	Planning will be in the medium term, construction in the long term.
3.8	Complete landscaping and streetscaping for the City Centre Core	NS		Medium-Long	Connected to 3.1 and 3.2
3.9	Complete walking and bike paths to connect land areas	NS		Long	Connected to 3.3

Definitions

Status: C (Complete), WIP (Work in Progress), (NS) Not Started

Priority: (I) Immediate 2022, (S) Short Term 2023 – 2024, (M) Medium Term 2025-2030, (L) Long Term 2031-2040

2/10/2022