



City of Prince Albert

RPT 2024-217

TITLE: Prince Albert and District Chamber of Commerce Relocation Cost Request

DATE: July 9, 2024

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the City pay \$27,500 to the Prince Albert and District Chamber of Commerce, which represents 50% of the costs associated with their relocation from the Tourism Centre to 54 – 11th Street East, to be funded from Fiscal Stabilization.

EXECUTIVE SUMMARY:

The Prince Albert and District Chamber of Commerce has relocated from the Tourism Centre to 54 – 11th Street East and has asked that the City of Prince Albert pay \$55,000 to cover the costs of the move. Administration is recommending that \$27,500 be paid, which represents a 50% share.

BACKGROUND:

The Chamber of Commerce has been operating out of the tourism centre, with the most recent rental agreement dating back to 2009 which states:

“This agreement shall be ongoing for the life of the Tourism Centre. It is understood and agreed that should the City wish to terminate this rental agreement and thereby require the Chamber of Commerce to relocate to other premises, the City shall accommodate the Chamber by providing office space at an acceptable City facility subject to its expectations being reasonable. It is further understood and agreed that the City’s commitment to accommodate the Chamber shall not apply in circumstances where the Chamber of Commerce of its own accord chooses or decides to

relocate to other premises.”

The City of Prince Albert took over full management of the Tourism Centre in May 2023. As part of that transition, a review of operations was conducted, including the rental agreement with the Prince Albert & District Chamber of Commerce.

PROPOSED APPROACH AND RATIONALE:

As the City of Prince Albert expands its services and plans for the growth of the tourism industry in our region, it will be necessary to rearrange the offices within the Tourism Centre.

Our Tourism-related business requires additional office space, which means the Chamber of Commerce must reduce its current presence in the Tourism Centre.

As such, over the last number of years, The Department of Planning and Development Services (now the Department of Community Development) has been working with the Chamber CEO to identify a potential new location for the Chamber of Commerce. Since the Department of Community Development took over the functions of Tourism, Administration has seen opportunity for growth in the Tourism industry and would like to fully utilize the Tourism Centre for related operations.

In early 2024, the Chamber identified 54 – 11th Street East as a perfect new location for the Chamber Headquarters. They have completed a beautiful renovation which also includes co-location space with synergistic agencies. In doing so, they have accrued renovation costs totalling \$55,000 which they have asked to be covered by the City of Prince Albert.

Considering the positive working relationship with the Chamber of Commerce and the mutual benefits that the Chamber provides, administration is recommending a 50% share be paid by the City, totalling \$27,500

In their letter, a request for tax relief is also being asked of the City. Please note that under *The Cities Act* a property tax exemption can be applied for by the property owner. City Council may consider an application for tax exemption if the applicant qualifies under the City of Prince Albert *Policy for Applications for Tax Relief*. An exemption may be granted only by resolution supported by the majority of City Council, for a maximum of five (5) years from the effective date of the approving resolution.

The application must identify and be specific to the property for which the exemption is requested and any tax exemption must have the support of the Government of Saskatchewan on behalf of the school boards to exempt its share of the property tax apportionment in accordance with *The Education Property Tax Act*.

As such, the application process will be communicated to the Chamber of Commerce.

CONSULTATIONS:

The City Manager, City Solicitor, The Mayor along with the Chamber CEO and Board members were all consulted during the preparation of this report.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

The Chamber of Commerce will be notified of Council's decision immediately following the Council meeting

BUDGET/FINANCIAL IMPLICATIONS:

Since this \$27,500 is an unbudgeted amount, it would have to be paid from "fiscal stabilization".

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no policy, privacy, or legal implications

OPTIONS TO RECOMMENDATION:

Council could choose to pay the full \$55,000 as requested by the Chamber of Commerce.

Administration is not making this recommendation, as they feel that a 50% share is a fair contribution

STRATEGIC PLAN:

The Strategic Plan focuses on Economic Diversity and Stability where the City creates new partnerships and supports existing ones to leverage the strengths of the City

OFFICIAL COMMUNITY PLAN:

Goal: Foster a diversified economy in Prince Albert by supporting efforts to attract and retain suitable businesses as well as non-traditional and value-added industries to the city. Aim to increase employment and economic activity in the city and region.

In achieving the above goal, administration will continue to work with the Prince Albert Chamber of Commerce in promoting business and tourism development for Prince Albert.

PUBLIC NOTICE:

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

ATTACHMENTS:

May 21 Letter from Prince Albert and District Chamber of Commerce

Written by: Craig Guidinger, Director of Community Development

Approved by: Director of Financial Services and City Manager