



City of Prince Albert

RPT 2025-304

TITLE: 2026 Rates and Fees – City Facilities and Programs

DATE: October 27, 2025

TO: Budget Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That the Rates and Fees Manual, as attached to RPT 2025-304, form the basis for the 2026 budget, and be reviewed during the 2026 Budget deliberations.
2. That the Kinsmen Water Park Improvement Reserve be renamed to the Aquatics Facility Improvement Reserve Fund.
3. That the Prime Minister's Park Improvement Reserve be renamed to the Sports Field Reserve Fund to include the hourly surcharge fees applied to all Sport Field bookings and the annual surplus from the Prime Ministers Park Concession.

EXECUTIVE SUMMARY:

Rates and fees for City facilities and programs are reviewed annually as part of the development of the Parks, Recreation & Culture operating budget. Each year the Department analyzes the existing fee structure and takes into account feedback received from the Management team, staff, user groups and key stakeholders. The report outlining the proposed 2026 Rates and Fees will achieve efficiencies with the booking services, recover costs where feasible and achieve an overall projected cost recovery target of 51%.

BACKGROUND:

The Community Services Master Plan outlines the following Vision:

“We envision a city in which all community members have the opportunity to participate in affordable and accessible community services (including recreation, sports, arts, cultural, and physical activity) to enhance their personal well-being, the strength and well-being of the community, and the sustainability of the environment (natural and built).”

On an annual basis it is important to balance our cost recovery with the benefits of City facilities remaining accessible. By taking this approach, the City's cost recovery has increased from approximately 30% in the late 1990's to approximately 40% in the early 2000's. The cost

recovery increased to approximately 50% over the past 5 years with the exception of the disruption caused during the Covid pandemic.

The City of Prince Albert continues to prioritize subsidy levels for recreational and leisure services for youth. When looking at this investment from a City tax perspective, citizens who benefit from a good or service should pay in proportion to the benefit they receive. It is felt that investing in our community's youth benefits the community as a whole; therefore, the community as whole should contribute to this benefit.

PROPOSED APPROACH AND RATIONALE:

The Rates & Fees Structure prioritizes the following factors:

- General Admissions & Memberships – Youth & Seniors pay 60% of the Adult Rate.
- Facility Rentals – Youth pay 70% of the Adult Rate at all facilities.
- The City has the same age classifications for all facilities. (Pre-School 1-5, Youth 6-17, Adult 18-59, Senior 60+)
- All children under the age of 6 will continue to have free access to facilities.

For 2026 the following items serve as the main drivers for the expense budget:

- Salaries, Wages & Benefits – 54%
- Building Maintenance, Materials & Supplies – 14%
- Utilities – 13%
- Contracted & General Services – 7%
- Fleet – 6%
- Other – 6% (Grants/Donations, Insurance, Financial Charges)

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

For 2026 the following factors assist with achieving the revenue targets:

- User Charges & Fees – 55%
- Concessions – 20%
- Sponsorships – 15%
- Operating Grants & Donations – 5%
- Surcharges on admissions & rentals that assist with Reserve Fund Development – 5%

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

Below is the projected Revenue, Expense & Cost Recovery summary for each Functional Area in 2026:

Functional Area 2025	Revenue	Expense	Cost Recovery
Alfred Jenkins Field House	\$566,367.00	\$968,244.00	59%
EA Rawlinson	\$794,550.00	\$1,353,980.00	59%
Kinsmen Water Park	\$300,000.00	\$612,578.00	49%
Prime Ministers' Park	\$170,000.00	\$320,792.00	53%
Crescent Acres Park	\$16,000.00	\$60,332.00	27%
Class 'A' Playfields	\$47,845.00	\$106,842.00	45%
Arenas	\$1,399,014.00	\$2,701,531.00	52%
Margo Fournier Arts Centre	\$87,000.00	\$283,650.00	31%
Lakeland Country Co-op Leisure Centre	\$2,179,156.00	\$4,485,512.00	49%
OVERALL	\$5,559,932.00	\$10,893,460.00	51%

2026 Rates and Fees Changes and Increases

A 5% increase has been added to all Rates and Fees across all functional areas.

EA Rawlinson Centre

- Added an hourly fee for our Guest Services Attendants if over 5 hours per event are required.
- Increased the Youth Access Fee Ticket Surcharge from the \$1/Ticket to \$2/Ticket.
- Changed credit/debit card transaction fee to represent current costs through new ticket software – Showpass.
- Under Other Fees, added a new fee:
 - Festival Facility Fee (Festivals 4 days or longer)
 - Rate is Per Day \$285.71 + applicable taxes for a total of \$300.00
 - This is due to the increased costs we have for housekeeping supplies and garbage bin emptying during these multiple day festivals.

Margo Fournier Arts Centre

- Adjusted Regular and Groups, Guilds, Senior & Youth room rental rates so they are more proportional to room size versus a singular room rental rate for all.
- Removed Daily rate from Small Artist Studio since it is never used.
- Removed following equipment rentals: linocut kits and paper making screens.
- Removed 1 hr. pottery class as all schools/groups booked the 1.5 hr. class in 2024-25.
- Removed linocut block printing classes from schools/groups as no bookings in 2024-25
- Added a \$60 flat fee for school/group outreach programs instead of a per student fee.
- Removed Clay pricing as it fluctuates throughout the year. It is noted that clay can be purchased at the Arts Centre.

Arenas

- 5% increase to the hourly Youth rate from \$161 per hour to \$172 per hour at the Art Hauser Centre and Lake Country Coop Leisure Centre.
- 5% increase to the hourly Adult rate from \$229.50 per hour to \$242 per hour at the Art Hauser Centre and Lake Country Coop Leisure Centre.
- The off season is defined from April to August with the Youth rate increasing from \$216 per hour to \$277 per hour. The Adult rate will increase from \$309 per hour to \$311.25 per hour. This is similar in comparison to other Arenas in Saskatchewan.
- 5% increase to all other fees in this Functional Area.
- The Ches Leach Lounge rate has been increased from \$1,220 to \$1,500.00.
- Added a \$500 Damage Deposit for the Ches Leach Lounge. The Damage Deposit will be implemented in case there is a need to recover any repairs needed.
- Increase to \$4 on all hourly rental rates. This is a facility improvement fee which is used exclusively for future repairs and maintenance at City operated arenas. This is an increase from \$2.

Alfred Jenkins Field House

- 5% increase to all Fees in this Functional Area.
- Increase to the Multipurpose room rates due to staffing assistance requirements.
- 5% increase to Birthday Party Rentals.
- The hourly rental fee for Turf Fields includes a Facility Improvement Surcharge. This will increase from \$10.00 to \$20.00 for full field rentals and from \$5.00 to \$10.00 for half field

rentals. The surcharge for daily turf rentals will also increase from \$60.00 to \$120.00. The revenue generated from this surcharge fee is directed towards the future replacement of the indoor turf.

- The Prince Albert Youth Soccer Association Rates are adjusted as per Section 2 of their Lease Agreement which outlines an annual payment of \$50,000 in recognition of their facility usage and an additional \$30,000 to be contributed annually to the Alfred Jenkins Field House Improvement Reserve.

Outdoor Sportfields

- 5% increase to All Fees in this Functional Area.
- Increase to the 7 Game Day Rate to account for the additional expenses required.
- It is recommended that the Prime Ministers Park Improvement Reserve be renamed the Sports Field Improvements Reserve. A new rate included for 2026 is a \$7.50 surcharge on the hourly Sport Field rates to be allocated to the Sports Field Improvements Reserve.

Outdoor Special Events

- 5% increase to All Fees in this Functional Area.

AQUATICS

- The Birthday Party rate includes an hourly rental of the Multipurpose Room at the Lake Country Coop Leisure Centre for \$150 with a per person admission cost of \$10 per Adult and \$5 per Youth.
- Bulk Passes can be purchased through our 5 and 10 Bulk Pass options:
 - Youth 5 Bulk Pass - \$32
 - Youth 10 Bulk Pass - \$60
 - Adult 5 Bulk Pass - \$51
 - Adult 10 Bulk Pass - \$100
 - Family 5 Bulk Pass - \$160
 - Family 10 Bulk Pass - \$300
- Lane Swim/Aquacise/Daytime Programming rates:
 - Bulk 5 Pass - \$30
 - Bulk 10 Pass - \$56
 - Drop in - \$7
 - Monthly Pass for all Daytime Swim Programs - \$75.

- 5% increase on Kinsmen Water Park After Hours Rate, Lake Country CO-OP Leisure Centre Facility Rentals, Swimming Lessons and Advanced Courses.
- All general admission rates include a \$2.00 facility improvement fee which is used exclusively for future repairs and maintenance at the aquatic facilities. This is an increase from \$1.00. The revenue generated from this surcharge fee will be allocated to the Aquatics Facility Improvement Reserve.

Non Resident Fees

City Council implemented a Non-Resident Fee beginning in 2024. The fee consists of \$150/registrant for indoor facilities and \$75/registrant for outdoor facilities. The user groups are required to collect the fee at the time of registration and remit the amount to the City. Four of the user groups have chosen not to collect the fee therefore an hourly surcharge rate is recommended in order to collect the outstanding amounts. The fee will remain in effect until all outstanding amounts are collected to date. The surcharge revenues collected through this process will be utilized to achieve the \$100,000 annual revenue budget for Non-Resident Fees.

CONSULTATIONS:

The Rates and Fees proposal was developed through:

1. Feedback from City Recreation staff.
2. Feedback and research from other cities.
3. Review of any market adjustments & inflationary pressures.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Upon final approval of the Rates and Fees, all stakeholders will be notified of the new rates and the effective date.

BUDGET/FINANCIAL IMPLICATIONS:

The Parks, Recreation & Culture Department has utilized the proposed rates to finalize the 2026 Budget. As part of the proposed Rates & Fees for 2026, cost recovery is projected to be 51% overall.

A further \$348,518.00 in surcharge revenue is also projected for 2026 and will be allocated to the applicable Improvement Reserve for future improvements. The additional revenue generated from surcharge fees are not calculated within the cost recovery summary.

A summary of the surcharge revenue generated at each location and allocated to each Reserve Fund is summarized as follows:

- Arenas Improvement Reserve - \$60,600
 - Art Hauser Centre - \$30,000
 - Lake Country Co-op Leisure Centre - \$18,420
 - Kinsmen Arena – \$12,180
- Alfred Jenkins Field House Improvement Reserve - \$15,000

- Surcharge revenue for turf field rentals.
- EA Rawlinson Centre Facility Improvement Reserve - \$60,000
 - \$3/ticket is allocated to the Reserve Fund.
- Aquatics Facility Improvement Reserve - \$193,193
 - Kinsmen Water Park (\$2/admission) - \$50,000
 - Lake Country Coop Leisure Centre (\$2/admission) - \$143,193
- Sports Fields Improvement Reserve - \$19,725
 - A surcharge of \$7.50/hour has been included beginning in 2026.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no policy, privacy, legal, safety or environmental implications.

OPTIONS TO RECOMMENDATION:

There are no options to the Recommendation.

STRATEGIC PLAN:

The rates and fees proposal supports the Strategic Priority of Delivering Professional Governance as rates are strategically structured to ensure taxpayers of Prince Albert are getting full value for the services being provided. The proposal also supports the Strategic Priority of Promoting a Progressive Community where access to the City's facilities is balanced with cost recovery and affordability.

OFFICIAL COMMUNITY PLAN:

The objectives identified in the Rates and Fees proposal are in line with the Community Services Department's OCP strategy of providing sport, recreational and cultural opportunities for all members of our community.

PUBLIC NOTICE:

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

ATTACHMENTS:

1. 2026 Rates and Fee Manual
2. 2025 Comparison of Facility Rates & Minor Sport Group Registration Fees with other Saskatchewan Cities.

Written by: Jody Boulet, Director of Parks, Recreation & Culture

Approved by: City Manager