



CITY OF PRINCE ALBERT

GOLF COURSE ADVISORY COMMITTEE REGULAR MEETING

AGENDA

**THURSDAY, NOVEMBER 2, 2023, 4:00 PM
MAIN BOARDROOM, 2ND FLOOR, CITY HALL**

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. DECLARATION OF CONFLICT OF INTEREST

4. APPROVAL OF MINUTES

- 4.1 August 31, 2023 Golf Course Advisory Committee Meeting Minutes for Approval (MIN 23-80)

5. CORRESPONDENCE & DELEGATIONS

6. REPORTS OF ADMINISTRATION & COMMITTEES

- 6.1 2024 Rates & Fees - Cooke Municipal Golf Course (RPT 23-389)

Note: At the September 11, 2023 Executive Committee meeting, the Seniors Season Pass discussion was referred back to the Golf Course Advisory Committee for further review.

- 6.2 Discussion – Year End Review

7. UNFINISHED BUSINESS

8. ADJOURNMENT



City of
Prince Albert

MIN 23-80

MOTION:

That the Minutes for the Golf Course Advisory Committee Meeting held August 31, 2023, be taken as read and adopted.

ATTACHMENTS:

1. Regular Minutes



CITY OF PRINCE ALBERT

GOLF COURSE ADVISORY COMMITTEE REGULAR MEETING

MINUTES

**THURSDAY, AUGUST 31, 2023, 2:30 P.M.
MAIN BOARDROOM, 2ND FLOOR, CITY HALL**

PRESENT: Mayor Greg Dionne
Councillor Don Cody
Mel Keating
Dawn MacAuley
Jeff McKeand (Attended at 2:46 p.m.)
Vimy Penner

Terri Mercier, City Clerk
Darcy Myers, Head Professional

1. CALL TO ORDER

Mayor Dionne, Chairperson, called the meeting to order.

2. APPROVAL OF AGENDA

0011. **Moved by:** MacAuley

That the Agenda for this meeting be approved, as presented, and, that the presentations, delegations and speakers listed on the Agenda be heard when called forward by the Chair.

Absent: Brett Blakely and Jeff McKeand

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

0012. **Moved by:** Penner

That the Minutes for the Golf Course Advisory Committee Regular Meeting held April 6, 2023, be taken as read and adopted.

Absent: Brett Blakely and Jeff McKeand

CARRIED

5. CORRESPONDENCE & DELEGATIONS

6. REPORTS OF ADMINISTRATION & COMMITTEES

6.1 2024 Golf Course Improvements (RPT 23-333)

Verbal Presentation was provided by Pierre Vezeau, Golf Course Superintendent.

0013. **Moved by:** Keating

That the following be forwarded to an upcoming Executive Committee meeting for consideration:

That the following be included in the 2024 Budget deliberations for consideration:

That the 2024 Golf Course Pathway Improvement Plan, as attached to RPT 23-333, be approved.

Absent: Brett Blakely and Jeff McKeand

CARRIED

6.2 2024 Rates & Fees – Cooke Municipal Golf Course (RPT 23-338)

Verbal Presentation was provided by Darcy Myers, Head Professional.

0014. **Moved by:** McKeand

That the following be forwarded to an upcoming Executive Committee meeting for consideration:

That the following be included in the 2024 Budget deliberations for consideration:

1. That the current Seniors Season Pass Discount for existing eligible members be calculated by reducing the Adult Season Pass as follows:
 - a. Fifteen percent (15%) in 2024;
 - b. Ten percent (10%) in 2025;
 - c. Five percent (5%) in all future years; and,
2. That in 2024, the discontinued rates for Senior Season Passes be eliminated.

Absent: Brett Blakely

CARRIED

0015. **Moved by:** Penner

1. That a two percent (2%) increase to the Rates & Fees for Cooke Municipal Golf Course, as attached to RPT 23-338, be approved;
2. That the annual Sponsorship Funding for Cooke Municipal Golf Course be allocated to the Golf Course Improvements Reserve; and,
3. That \$60,000 of the annual Revenue generated through Pathway Fees and Cart Rentals be allocated to the Golf Course Improvements Reserve for the purpose of Pathway Reconstruction and Repair.

Absent: Brett Blakely

CARRIED

7. UNFINISHED BUSINESS

8. ADJOURNMENT – 3:17 P.M.

0016. **Moved by:** Keating

That this Committee do now adjourn.

Absent: Brett Blakely

CARRIED

MAYOR GREG DIONNE
CHAIRPERSON

CITY CLERK

MINUTES ADOPTED THIS 19TH DAY OF OCTOBER, A.D. 2023.



RPT 23-389

TITLE: 2024 Rates & Fees - Cooke Municipal Golf Course

DATE: **October 11, 2023**

TO: Golf Course Advisory Committee

PUBLIC: **X**

INCAMERA:

RECOMMENDATION:

That the discussion of the Seniors Season Pass be referred back to the Golf Course Advisory Committee for further review and report.

ATTACHMENTS:

1. 2024 Rates & Fees - Cooke Municipal Golf Course (RPT 23-361)

Written by: Executive Committee

RPT 23-361

TITLE: 2024 Rates & Fees – Cooke Municipal Golf Course

DATE: September 6, 2023

TO: Executive Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

Motion 1:

That the following be included in the 2024 Budget deliberations for consideration:

1. That the current Seniors Season Pass Discount for existing eligible members be calculated by reducing the Adult Season Pass as follows:
 - a. Fifteen percent (15%) in 2024;
 - b. Ten percent (10%) in 2025;
 - c. Five percent (5%) in all future years; and,
2. That in 2024, the discontinued rates for Senior Season Passes be eliminated.

Motion 2:

1. That a two percent (2%) increase to the Rates & Fees for Cooke Municipal Golf Course, as attached to RPT 23-338, be approved;
2. That the annual Sponsorship Funding for Cooke Municipal Golf Course be allocated to the Golf Course Improvements Reserve; and,
3. That \$60,000 of the annual Revenue generated through Pathway Fees and Cart Rentals be allocated to the Golf Course Improvements Reserve for the purpose of Pathway Reconstruction and Repair.

ATTACHMENTS:

1. 2024 Rates & Fees – Cooke Municipal Golf Course (RPT 23-338)

Written by: Golf Course Advisory Committee



TITLE: 2024 Rates & Fees - Cooke Municipal Golf Course

DATE: August 23, 2023

TO: Golf Course Advisory Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That the Seniors Season Pass Discount be reduced to 10% of the Adult Season Pass.
2. That a 2% increase to the Rates & Fees for Cooke Municipal Golf Course be approved.
3. That the annual Sponsorship Funding for Cooke Municipal Golf Course be allocated to the Golf Course Improvements Reserve.
4. That \$60,000 of the annual Revenue generated through Pathway Fees and Cart Rentals be allocated to the Golf Course Improvements Reserve for the purpose of Pathway Reconstruction and Repair.

TOPIC & PURPOSE:

The purpose of the report is to outline the Rates & Fees options to the Golf Course Advisory Committee in advance of forwarding the recommendations to City Council.

BACKGROUND:

Annually, the Community Services Department is responsible for proposing a plan that outlines the resources required to balance the Capital and Operational requirements. The Annual process includes the setting of the Rates and Fees for the upcoming season in order to achieve the necessary funds in combination with Sponsorship Revenue to complete the prioritized capital upgrades and maintain the service delivery capacity. As per the Annual Fee Setting Policy Administration is to provide three options for consideration by the Golf Course Advisory Committee.

PROPOSED APPROACH AND RATIONALE:

Major upgrades have been completed since 2017. This included the requirement to complete the Irrigation System Replacement, Pond Expansion, 5th Green Re-construction and the upgrades to the 17th and 18th Tee Boxes. Financing is in place to fund the project. An annual Principal payment of approximately \$70,000 is included in the 2024 Budget along with an interest payment of approximately \$60,000 to pay for the long term loan. Sufficient funds are required on an annual basis to achieve these payments with a goal to also prioritize other future infrastructure upgrades.

The Advisory Committee raised the concern of individuals transitioning from the Adult Age Category to the Seniors Age Category over time and the impact that will have on revenues. The revenues are required in order to continue to work toward the future improvements outlined in RPT 23-333 – Golf Course Improvements. As a result of the discussion, the following was approved at the April 6th, 2023 Golf Course Advisory Committee meeting:

That the following Fee Structure Option be considered at the August 31st, 2023 Golf Course Advisory Committee Meeting:

1. *Surcharge rate per round for Season Pass Holders in excess of sixty (60) rounds played.*

Since the meeting in April, correspondence has been submitted by the Senior Men's Golf Club and the Men's Golf Club opposing a cap on rounds played as suggested by the Committee resolution. The option is attached for reference but not recommended at this time. However, the Committee's concern about the revenue impacts remains a fair concern.

Therefore, 2 other options have been included for consideration that achieves a balance between the call to eliminate the senior rate with the request to maintain it:

1. 10% Senior Season Pass Discount Option + 2% increase to the rates & fees

Under this option, the Senior Season Pass Discount would reduce from 19% in 2023 to 10% in 2024.

2. 14% Senior Season Pass Discount Option + 2% increase to the rates & fees.

Under this option, the Senior Pass Discount would reduce from 19% in 2023 to 14% in 2024 and to 10% in 2025. Essentially, the rate discount reduction would be phased over 2 years.

For consideration by the Golf Course Advisory Committee as part of the Rates & fees review the following is attached:

- Cooke Municipal Golf Course Fee Comparison with other Saskatchewan Golf Courses
- 2017 – 2022 Benchmark Usage Overview for Cooke Municipal Golf Course
- Fee Options for review as per the Annual Fee Setting Policy.

CONSULTATIONS:

The report is submitted for review and consultation purposes by the Golf Course Advisory Committee at their next meeting on August 31st, 2023.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Upon approval by the Committee and City Council, Administration will proceed to the 2023 season sales effective December 1st, 2023. This approval will allow the Head Professional to prepare for Christmas Sales.

POLICY IMPLICATIONS:

Annual Fee Setting Policy

FINANCIAL IMPLICATIONS:

The Golf Course Improvement Reserve is currently projected as follows upon approval of the recommendations:

	<u>2023</u>	<u>2024</u>
Beginning Balance	(\$210,623.57)	(\$240,823.61)
Projected – (Surplus)/Deficit	(\$44,000)	(\$44,000)
Sponsorship	(\$91,000)	(\$91,000)
Pathway Fees & Cart Rentals	(\$60,000)	(\$60,000)
Repair of Stonewall & Tee Signs	\$4,491	\$0
Pathway Reconstruction & Repair	\$92,308.96	\$40,000
Long-term Debt Payment – Irrigation	\$68,000	\$70,000
Projected Balance	(\$240,823.61)	(\$325,823.61)

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no Official Community Plan or Privacy Implications.

STRATEGIC PLAN:

Fiscal Management & Accountability: The development of a 10 Year Asset Management Plan has assisted with determining the revenue and financing options to fund the operations and infrastructure upgrades.

OPTIONS TO RECOMMENDATION:

1. 14% Senior Season Pass Discount Option + 2% increase to the rates and fees.
2. 60 round Cap Option

PUBLIC NOTICE:

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

PRESENTATION: Verbal – Darcy Myers, Head Professional & Jody Boulet, Director of Community Services

ATTACHMENTS:

1. Annual Fee Setting Policy
2. Correspondence from Senior Men's Golf Club dated July 21st, 2023
3. Correspondence from Men's Golf Club dated July 24th, 2023
4. 2024 Fee Options
5. 2023 Fee Comparison with other Sask Golf Courses
6. 2017 - 2023 Benchmark Usage Overview for Cooke Municipal Golf Course

Written by: Jody Boulet, Director of Community Services

Approved by: City Manager

City of Prince Albert Statement of POLICY and PROCEDURE			
Department:	Community Services	Policy No.	64
Section:	Cooke Municipal Golf Course	Issued:	May 12, 2014
Subject:	Annual Fee Setting	Effective:	May 12, 2014
Council Resolution # and Date:	Council Resolution No. 0328 of May 12, 2014	Page:	1 of 2
		Replaces:	
Issued by:	Jody Boulet, Director of Community Services	Dated:	
Approved by:	Jody Boulet, Director of Community Services		

1 POLICY

- 1.01 Administration will review the yearly statistics and provide three options for the yearly setting of fees at the Cooke Municipal Golf Course.

2 PURPOSE

- 2.01 The purpose of this policy is to clarify the process used to set the annual fees at the Cooke Municipal Golf Course.

3 SCOPE

- 3.01 The Annual Fees are set each as part of the Operating Budget for the Cooke Municipal Golf Course.

4 RESPONSIBILITY

- 4.01 Director of Community Services or designate and Head Professional.

5 DEFINITIONS

- 5.01 N/A

6 REFERENCES and RELATED STATEMENTS of POLICY and PROCEDURE

- 6.01 N/A

7 PROCEDURE

- 7.01 Once administration has prepared the fee schedule options, a Report will be presented to the Golf Course Advisory Committee. The review will be scheduled for October or November in every given year.

City of Prince Albert Statement of POLICY and PROCEDURE			
Department:	Community Services	Policy No.	64
Section:	Cooke Municipal Golf Course	Issued:	May 12, 2014
Subject:	Annual Fee Setting	Effective:	May 12, 2014
Council Resolution # and Date:	Council Resolution No. 0328 of May 12, 2014	Page:	2 of 2
		Replaces:	
Issued by:	Jody Boulet, Director of Community Services	Dated:	
Approved by:	Jody Boulet, Director of Community Services		

- 7.02. In a year when it is not possible to have the Golf Course Advisory Committee meet, the fee schedule options will be sent directly to City Council.
- 7.03 The Golf Course Advisory Committee will make recommendation based on the three options provided by administration.
- 7.04 Once the Golf Course Advisory Committee has made a recommendation, administration will draft a Report for City Council's consideration in November.
- 7.05 Once City Council provides their approval of the fee schedule, administration shall proceed with product sales in December season each year for the coming season.



PRINCE ALBERT SENIOR MEN'S GOLF CLUB

900 22nd Street East
Prince Albert, Saskatchewan
S6V 1P1



21 July, 2023

To: City of Prince Albert Golf Course Advisory Committee

Mayor Greg Dionne (Chair)
Councillor Don Cody (Vice-Chair)
Brett Blakely (PAGCC)
Mel Keating (Senior Men's Club)
Dawn MacAuley (Business Ladies Club)
Jeff McKeand (Men's Club)
Vimy Penner (Tuesday Ladies Club)
CC: Jody Boulet (Director of Community Services)

Subject: Cooke Municipal Golf Course Season Pass Rates

The Prince Albert Senior Men's Golf Club held a special meeting on May 4, 2023, regarding the three options presented to the Golf Course Advisory Committee for setting membership fees. The following three motions were moved and passed:

1. Based on the revenue required to operate the golf course, the city works toward the establishment of senior rates discounts, similar to the discount given to seniors in other city facilities and businesses. If this requires an increase in senior season pass rates then the increase should be phased in over a reasonable period of time.
2. The club is opposed to the 60-round cap on the season pass.
3. The club is opposed to the priority booking policy.

The membership felt that the last two motions were required to combat what the membership felt was a direct attack on the senior season pass holders.

We have directed our representative to present these motions for consideration along with the other options presented at the Golf Advisory meeting in April.

John Toner

President

PA Cooke Men's Golf Club

900 22nd Street East
Prince Albert, Saskatchewan
S6V IP1

July 24, 2023

To: City of Prince Albert Golf Course Advisory Committee

Mayor Greg Dionne (Chair)
Councilor Don Cody (Vice-Chair)
Brett Blakely (PAGCC)
Mel Keating (Senior Men's Club)
Dawn MacAuley (Business Ladies Club)
Jeff McKeand (Men's Club)
Vimy Penner (Tuesday Ladies Club)
CC: Jody Boulet (Director of Community Services)

Subject: Cooke Municipal Golf Course Season Pass Rates:

The PA Cooke Men's Golf Club discussed some options for consideration prior to the City of PA setting membership fees for the 2024 Golf Season at our AGM on Tues. April 4, 2023.

Based on the ongoing revenue & increasing costs required to continue operating our golf course and considering the demographic who would soon be eligible for reduced senior pricing, there was understanding that without change it would create a large future void in season pass revenue, two motions were moved & passed regarding fee structure for 2024:

1. It was moved to implement an Adult 5 & 7 day pass rate ongoing, eliminating the senior reduced rate, also with **"No"** round cap applied to the new Adult 5 & 7 season pass.
 - a. There was discussion regarding a 2 yr bridge, only for existing senior's where the price would increase each year, with year 3 being a full 5 & 7 day pass rates ongoing. This, in order to lessen the impact of the increase over a 2 year period rather than one large increase. This only for existing senior pass rate holders.
2. The second motion was to adjust the existing Youth Pass to a staged model, capped at 25 years of age.
 - a. Stage 1 applied to 19-22 yrs old (existing lesser rate)
 - b. Stage 2 applies to 23-25 yrs old (new increased rate but less than full)
 - c. After 25 years old, pay a full Adult 5 or 7 day season pass rate.

Both these initiatives were discussed as a means of addressing revenues required to continue operating the Cooke Golf Course, also minimizing subsidy requirements by the City of PA. There was good discussion recognizing the quality of our facility and what will be required in years to come to continue having the facility maintained to the high level we are able to experience.

I will bring both forward for consideration along with other options from the other committees at the Golf Course Advisory meeting August 31, 2023.

Jeff McKeand

President

STATUS QUO

60 ROUND CAP-AFTER CAP \$10 PER ROUND

CATEGORY	2023 RATES
7 DAY PASS - ADULT	\$1,960
5 DAY PASS - ADULT	\$1,490
7 DAY SENIOR (65+)	\$1,600
5 DAY SENIOR (65+)	\$1,490
7 DAY YOUTH (19-29)	\$1,350
5 DAY YOUTH (19-29)	\$1,235
JUNIOR (18 + UNDER)	\$280
CARDS	
6 PACK (5%OFF)	\$360
11 PACK (10% OFF)	\$630
23 PACK (15% OFF)	\$1,260
GREEN FEES	
ADULT GF	\$63
ADULT TWILIGHT	\$45
TOURNAMENT	\$58
PROMOTION	\$53
11 HOLE	\$40
JUNIOR	\$28
JUNIOR TWILIGHT	\$17
POWER CARTS	
SEASONAL	\$590
DAILY	\$52
TRACK FEES	
SEASONAL	\$315
DAILY	\$26

CATEGORY	2024 RATES
7 DAY PASS - ADULT	\$1,960
5 DAY PASS - ADULT	\$1,490
7 DAY SENIOR (65+)	\$1,600
5 DAY SENIOR (65+)	\$1,490
7 DAY YOUTH (19-29)	\$1,350
5 DAY YOUTH (19-29)	\$1,235
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POWER CARTS	
SEASONAL	\$590
DAILY	\$52
TRACK FEES	
SEASONAL	\$315
DAILY	\$26

SENIOR DISCOUNT 10%

SENIOR DISCOUNT 14%

CATEGORY	2024 RATES
7 DAY PASS - ADULT	\$2,000
5 DAY PASS - ADULT	\$1,660
7 DAY SENIOR (65+)	\$1,800
5 DAY SENIOR (65+)	\$1,500
7 DAY YOUTH (19-29)	\$1,500
5 DAY YOUTH (19-29)	\$1,250
JUNIOR (18 + UNDER)	\$280
CARDS	
6 PACK (5%OFF)	\$360
11 PACK (10% OFF)	\$630
23 PACK (15% OFF)	\$1,260
GREEN FEES	
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POWER CARTS	
SEASONAL	\$590
DAILY	\$52
TRACK FEES	
SEASONAL	\$315
DAILY	\$26

CATEGORY	2024 RATES
7 DAY PASS - ADULT	\$2,000
5 DAY PASS - ADULT	\$1,660
7 DAY SENIOR (65+)	\$1,720
5 DAY SENIOR (65+)	\$1,500
7 DAY YOUTH (19-29)	\$1,500
5 DAY YOUTH (19-29)	\$1,250
JUNIOR (18 + UNDER)	\$280
CARDS	
6 PACK (5%OFF)	\$360
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GREEN FEES	
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2023	18-Adult	18-Senior	18-Junior	7 Day Adult	7 Day Senior	Junior	5 Day Adult	5 Day Senior	Daily Cart	Season Cart	Season Track
Holiday Park Saskatoon	61.30	49.15	30.00	2452.55	1966.30	327.70	2241.15	1797.15	25	675	700
North Battleford	58/67	n/a	30	2010	n/a	502.68	1508.05	n/a	26	punch card	
Warman	63/75	58/75	30	2275	2100	600	1875	1700	24	600	
Waskesiu	77	n/a	25	2210	n/a	250	1990	n/a	25	500	n/a
Nipawin	57/60	n/a	32	1200	n/a	250	n/a	n/a	25	punch card	200
Elkridge	70	n/a	25	1998	n/a	240	1443	n/a	25	450	520
TorHill/Murray	61	51.89	33	2564	2371	512	1465	1355	22.50	punch card	
Elmwood Swift Current	65.5	n/a	30	1842	n/a	200	n/a	n/a	24	650	650
Moose Jaw	48	n/a	30	1665	n/a	199	n/a	n/a	25	666	393
Chinook Swift Current	48/52	39/52	20	1325	n/a	175	1055	n/a	23	625	475
Dakota Dunes	68/78	63/78	50	2650	2450	600	2200	2150	24	600	600
Moon Lake Saskatoon	68/79	58/79	33	2680	2680	524	2261	1902	25	815	n/a
Kachurs	53/58.30	42.40/47.70	21.20	1749	1431	316	1588	1270	27.50	600	
Emma Lake	69	n/a	30	2395	1938	310	1881	1425	26	650	525
COOKE MUNICIPAL	63	n/a	26	1960	1600	280	1490	1490	26	590	315

*ALL TAXES INCLUDED

PASSES

7 DAY ADULT
 5 DAY ADULT
 7 DAY SENIOR
 5 DAY SENIOR
 7 DAY YOUTH
 5 DAY YOUTH
 JUNIOR
 STARTER

	2017	2018	2019	2020	2021	2022	2023
	103	87	74	60	68	68	71
	46	45	41	34	33	37	42
	129	124	144	130	118	113	109
					33	30	34
	13	8	30	24	49	40	37
					0	0	0
	35	25	23	29	53	35	57
	2	7	21	17	n/a	n/a	n/a
	330	296	333	294	354	323	350

2 year avg (21 & 22)

CARDS

6 PACK
 11 PACK
 23 PACK

	14	3	31	11	4	15	14
	32	15	12	37	43	39	42
				6	5	23	11

GREEN FEES

ADULT
 ADULT TWILIGHT
 TOURNAMENT
 PROMOTIONAL
 11 HOLE
 JUNIOR
 JUNIOR TWILIGHT

	2757	580	3095	3874	5477	4926	3031
	1017	1092	1231	1116	1039	799	735
	1600	0	665	0	1017	716	344
	1897	3660	1330	260	633	839	314
	711	890	1038	668	1192	1177	620
	310	70	88	162	131	127	149
	109	113	139	129	80	124	205
	8401	6397	7586	6209	9569	8708	5398

POWER CARTS

SEASONAL
 DAILY

	76	79	88	91	113	110	118
	3252	2277	3001	2842	4641	3961	

TRACK FEES

SEASONAL
 DAILY

	78	73	65	54	59	60	54
	12	3	4	4	27	5	

ADVERTISING

CAIRNS
 CARTS
 HOLE

	4	2	2	0	0	3	
	1	1	3	3	3	2	
	12	12	14	11	10	18	

68
35
115.5
31.5
44.5
0
44
338.5
9.5
41
14
5201.5
919
866.5
736
1184.5
129
102
9138.5
111.5
4301
59.5
16
1.5
2.5
14