
Agreement – Saskatoon Forestry Farm Park and Zoo and Saskatoon Zoo Society

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That the City of Saskatoon and The Saskatoon Zoo Society enter into a five-year agreement for programming services and a two-year agreement for the Buckeye Cafe and Kinsmen Express Train services at the Saskatoon Forestry Farm Park and Zoo starting January 1, 2019, in accordance with the terms set out in this report; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the appropriate agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to provide an overview of, and seek approval for, the renewal of an agreement between the City of Saskatoon through the Saskatoon Forestry Farm Park and Zoo and the Saskatoon Zoo Society. The agreement would see the Saskatoon Zoo Society continue to provide programming for a five-year term and continue the operation of the Kinsmen Express Train and concession services for a two-year term with an option to extend these items for one year if required and agreed upon by both parties at the end of 2021, 2022, and 2023.

Report Highlights

1. The intent of the agreement between the City of Saskatoon (City) and the Saskatoon Zoo Society (Zoo Society) is to ensure the continued provision of educational program services, zoo train, and food and beverage concession services by the Zoo Society.
2. The agreement between the City and the Zoo Society would include a five-year term for programming services, and a two-year term, with options to renew, for the operations of the Buckeye Cafe and Kinsmen Express Train services.

Strategic Goal

This report supports the City's Strategic Goal of Quality of Life by providing opportunity for citizens to have access to programs that promote education and learning at the Saskatoon Forestry Farm Park and Zoo (Zoo). Furthermore, the Zoo provides citizens and visitors to Saskatoon a unique opportunity to enjoy the natural beauty of the site.

Background

The City has had a program and services agreement with the Zoo Society since 1976 and has renewed it approximately every three years since that time. The current one-year agreement between the City and the Zoo Society expired on

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December 31, 2018. The purpose and intent of past agreements with the Zoo Society was to provide:

- a) educational and interpretive programming to the public;
- b) food and beverage concession services to the patrons visiting the Zoo;
- c) admission services for the park gate and the zoo gate; and
- d) operating services for the Kinsmen Express Train.

The Zoo Society has reaffirmed its interest to continue operation of the Kinsmen Express Train and Buckeye Cafe concession, as well as provide program services.

Report

Overview of the Zoo Society's Programs and Services

Over the past year, the Zoo Society has continued to develop its strategic plans for the future and conducted a thorough review of its operations. The Zoo Society continues to drive its strategy of focusing on its core mandates related to educational and interpretive programming and will continue to support this with the operation of the Kinsmen Express Train and the concession business.

The Zoo Society is a non-profit corporation that is mainly run through a dedicated group of volunteers that have a significant interest in the Zoo. Its commitment to the Zoo has been and continues to be tremendous. The Zoo Society employs a small group of people to handle the day-to-day tasks and many have returned year after year for seasonal employment.

Terms of the Agreement

The negotiated changes to the service agreement between the City and the Zoo Society are highlighted below:

- A. Agreement Term:
 - (i) Programming Services - Five years, commencing January 1, 2019, and ending December 31, 2023.
 - (ii) Buckeye Cafe Licence and Kinsmen Express Train services - Two years, commencing April 1, 2019, and ending December 31, 2020, with an option to extend for up to three additional one-year extensions if required and agreed upon by both parties at the end of 2021, 2022, and 2023.
- B. Programming Services
The Zoo Society agrees to continue to provide the interpretive, educational, and environmental program services as outlined in the agreement for five years, commencing January 1, 2019, and ending December 31, 2023. The direct fee for service as approved in the 2019 budget is \$69,600 to be invoiced by the Zoo Society and paid in three equal installments of \$23,200.
- C. Food Service Concession
The Zoo Society shall continue to operate the food service concession on behalf of the City. Contracting the concession service with the Zoo Society allows the

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Zoo Society to generate further revenue to support its programs and other initiatives within the Zoo.

- D. Operation of Kinsmen Express Train
The provision of services, to operate the Kinsmen Express Train interpretive tour at the Zoo, is based on hours of service directed and reviewed by the Zoo Manager. In total, for providing this service, the Zoo Society shall invoice the City for \$14,700 in March each year of the agreement.

Options to the Recommendation

City Council could choose to not approve the agreement. This would mean the City would need to investigate other options to provide these services for the Zoo. The caution is that the Zoo Society performs work that enables the City to meet the accreditation standards required under the terms and standards of Canada's Accredited Zoos and Aquariums to offer wildlife education programs for species in the collection at appropriate levels based upon budget and/or staff size.

Public and/or Stakeholder Involvement

This proposed agreement was developed in discussion with the Zoo Society.

Communication Plan

There is no communication plan required. There have been discussions with the Zoo Society in contemplation of this report, and it is in agreement with respect to the proposed terms.

Financial Implications

For the Zoo Society, the City will provide access to facilities and support on an in-kind basis for storage, office space, teaching/class room space at the Affinity Learning Centre, access to internet service, and basic office supplies.

For the Buckeye Cafe, the City will provide the concession space and affixed concession equipment for the Zoo Society to operate the food and beverage service for the Saskatoon Forestry Farm Park and Zoo. The City will also cover the utility costs associated with this space and equipment.

The amounts noted within the terms of the agreement have been included within the 2019 Business Plan and Budget.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

Follow-up is not required at this time.

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Public Notice

Public notice, pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Tim Sinclair-Smith, Manager, Saskatoon Forestry Farm Park and Zoo

Reviewed and

Approved by: Lynne Lacroix, Acting General Manager, Community Services Department

SP/2019/RCD/PDCS – SFFPZ and Saskatoon Zoo Society/lc/df