1063 - Appendix "A" referred to in Clause 2 of the Report of the Committee on Planning and Community Services dated September 17, 1996

Winnipeg Development Agreement

Evaluation Plan

The Winnipeg Development Agreement provides a mechanism whereby the three levels of government can work with business and the community to create long term sustainable economic development. Section 9 of the Agreement states that a plan for evaluating the WDA will be submitted to Policy Committee within 6 months of signing the Agreement. The evaluation will determine the effectiveness of each of the fifteen WDA programs in meeting their objectives as well as, the effectiveness of the WDA in meeting its overall objectives and principles.

The objectives of the WDA are:

- to create long term employment,
- to assist people in accessing job opportunities, and
- to create a safe, healthy, and environmentally sound community in which to live, work and do business.

The seven principles are:

1. coverage of the entire city of Winnipeg
2. public consultation
3. public-private and non profit partnerships
4. innovation
5. integration of programs and subprograms
6. environmentally sound
7. and coordination with other intergovernmental initiatives.

Two of the challenges in undertaking an evaluation of the WDA are: (1) identifying and measuring the impacts that are tied to the WDA at the community, neighbourhood and/or target group level and, (2) ensuring comprehensive evaluation while remaining practical in both the type and amount of data to be collected.

FRAMEWORK FOR EVALUATION OF THE WDA

The evaluation of the WDA will focus on two areas.

(1) **evaluation of programs and the WDA overall**. This part of the evaluation will provide a mechanism for tracking key WDA activities and outputs which will be analysed to determine the overall effectiveness of the WDA in meeting its objectives and principles.

(2) **targeted evaluations** of particular programs or Agreement principles. These evaluations may, for example, look at the *impact* of a particular program on a target community or population.

The following provides an overview of each of these evaluation areas.

I. EVALUATION OF PROGRAMS AND WDA OVERALL

The objectives and principles of the Agreement, and the objectives of each program/subprogram will form the basis for identifying key activity and output measures at the program/subprogram level. Both quantitative and qualitative data at the program and subprogram level will provide information on the overall activities and outputs of the WDA. Data will be collected on variables that reflect the particular focus of a program, as well as, on core variables that may be common to several programs. This information will be used to evaluate the effectiveness of the WDA in meeting its overall objectives and principles.

Approach

It is proposed that a consultant be hired to undertake the program and overall evaluation.

A consultant with expertise in program evaluation is necessary given the breadth and diversity of the WDA programs. In particular, the scope of the WDA will present challenges in identifying the key measures that tie to program and Agreement objectives and in ensuring consistent data collection across programs and jurisdictions. In addition to evaluation expertise, the consultant will bring an independent perspective to the evaluation design and final analysis.

The Evaluation Subcommittee will develop terms of reference for the consultant, oversee the tendering process, will review proposals and recommend a consultant to Management Committee/ Policy Committee.

The Evaluation Subcommittee will play an active role in managing the consulting process. In particular, the Subcommittee

1. will ensure that the full complement of measures will provide meaningful information while remaining reasonable in number and scope,

2. will ensure extensive and ongoing consultation with program managers to insure measures are meaningful at the program level and that data collection systems are user friendly; and

3. will ensure the timely development of data collection requirements so that the necessary systems are in place when programs start.

Process and Outputs from consultant

The consultant will be involved in three phases of the evaluation.

Appendix "A" referred to in Clause 2 of the Report of the Committee on Planning and Community Services dated September 17, 1996 (continued)

Phase 1.

The consultant will work closely with Program Managers and the Evaluation Subcommittee in the identification of the key program activities and outputs. In addition to identifying the indicators that will link across programs and to the overall objectives and principles of the WDA, variables specific to the individual programs will also be identified. From this, the consultant will prepare a **Detailed Evaluation Framework** that will outline the evaluation methodology, the full complement of program indicators, as well as, timeframes and processes for forwarding data. The Detailed Evaluation Framework will be forwarded to the Policy Committee.

The consultant will ensure that **data collection systems** are in place and that these systems assist Program Managers in collecting and forwarding their data. The consultant will provide instructions to Program Managers and/or will prepare any necessary materials with regard to the data collection system. Each program area and level of government is responsible for collecting the required data and forwarding the data to the consultant at the desired intervals.

Phase 2.

The consultant will be responsible for an **interim evaluation report**. The Status Report described in section 9.3 (b) of the Agreement will be developed by the Consultant. The Status Report will provide a synopsis of program and subprogram evaluation activities to date. The purpose of the Status Report will be to revisit the evaluation framework and the data being collected to ensure that the information is meaningful. This will allow a timely adjustment to the framework.

Phase 3.

The consultant will be responsible for a **final evaluation report** described in section 9.3 (c). The Report will provide a comprehensive analysis of the data collected throughout the term of the Agreement.

Budget

It is anticipated that the budget for the overall evaluation will be a maximum of $150,000. The consultant will be asked to provide a budget detailing the expenses at each of the three phases of evaluation.

II. TARGETED EVALUATION ACTIVITIES

The diversity of the areas under the Agreement does not allow for comprehensive program evaluation of the Agreement overall. As such, particular programs may be targeted for more in-depth evaluation. Such targeted evaluation activities would provide two important opportunities.

1. The opportunity to evaluate the *impact* a program may have on a particular neighbourhood, community and/or target population. The assessment of impacts at a program level might include benchmarking on particular variables (outcome and/or principle related variables) pre-program for comparison during, and after program implementation.

2. The opportunity for more *comprehensive evaluation of the effectiveness* of a particular program considering such variables as achievement of intended results, secondary impacts, appropriateness, acceptance by target population, costs and productivity etc. Such evaluations feed back into program operations to enhance service delivery systems over time.

Examples of possible targeted evaluation activities include:

1. An evaluation of the *impact* and/or *effectiveness* of the neighbourhood resource centres on particular neighbourhoods.

2. A random neighbourhood survey regarding a particular area of the agreement.

Approach

Targeted evaluations will be initiated on an as needed basis by the implementing jurisdiction.

Consultants with expertise in particular program evaluation methodologies may be hired to assist in targeted evaluation activities.

Process

Each jurisdiction will develop its own process for determining and prioritizing targeted evaluation activities. The Evaluation Subcommittee will play a coordinating and supportive role in targeted evaluations. The Subcommittee will work with program managers and implementing jurisdictions to insure that targeted evaluation efforts are integrated across jurisdictions where possible. The Subcommittee will provide a vehicle by which information regarding targeted evaluation activities is shared.

Budget

Each jurisdiction will pay for its own targeted evaluations.

EXAMPLES OF POSSIBLE DATA

Examples of possible data to be collected include:

Quantitative Assessment:

- No. of projects/activities funded (by category where relevant)
- Total investment (contracted or completed) in $ including
- program funding
- other WDA funding
- complementary government funding
- private and non-profit sector funding

Community Services dated September 17, 1996 (continued)

- No. of persons employed and duration of employment/no. of person-years of construction employment (where relevant)
- No. of persons trained and no. of trainees subsequently employed (where relevant)
- Quantitative indicator(s) which related to a specific program's objectives, to be identified by the program staff (e.g. no. of young adolescents receiving support through Innovative and Preventive Child and Family Services Program activities)
- Other indicators to be identified by a consultant

Qualitative Assessment:

Through the quantitative data above, the evaluation of programs/sub-programs would also attempt to answer the following questions:

- Have program/subprogram objectives been met?
- Has the program/subprogram focused resources on the target groups/areas?
- Has the program/subprogram met WDA principles (e.g. leverage of private sector funding, integration of programs and subprograms, innovation, etc.)?
- Has the program/sub-program contributed to the achievement of the three goals of the WDA?

Appendix "B" referred to in Clause 2 of the Report of the Committee on Planning and Community Services dated September 17, 1996

SUMMARY - CONSULTANT SELECTION PROCESS
OVERALL EVALUATION OF THE WINNIPEG DEVELOPMENT AGREEMENT

Phase 1 - Request for proposals

Firms with experience and interest in program evaluation were identified through consultation within each jurisdiction and with the Canadian Evaluation Society. The Request for Proposal was sent to twenty one firms as follows:

CONSULTANTS SENT THE REQUEST FOR PROPOSAL

Anderson and Associates	No response
Andrew C. Alkier	Proposal received
Angus Reid Group Inc.	Declined
Arthur Andersen Inc.	Proposal received
Coopers and Lybrand Mgmt Consultants	Proposal received
Criterion Research Group	Declined
Deloitte and Touch Mgmt Consultants	Declined
Erhard and Associates	No response
Ernst and Young Consulting	Declined
Hiebert and Associates	No response
Institute of Urban Studies	No response
Intergroup Consultants	Proposal received
Keynote Enterprises	Declined
KPMG Management Consulting	Declined
Mansis Development Corporation	Declined
McLaren Research and Consulting	Proposal received
Prairie Research Associates	Proposal received
Price Waterhouse	Declined
ProActive Information Services Inc.	Proposal received
Social Planning Council of Winnipeg	No response
Viewpoints Research Ltd.	No response
Western Opinion Research	Proposal received

The criteria established for use in each phase of the selection process included: (1) approach to project; (2) work plan; (3) experience and qualifications of the project team; (4) experience and capability of the firm and (5) budget.

Phase 2 - Proposal review

Each member of the Evaluation Subcommittee reviewed the proposals submitted utilizing the criteria presented above. The Evaluation Subcommittee met and came to consensus that the proposals of 4 firms best met the needs of the project. It was decided that interviews with each of the these firms were warranted in order to further clarify their proposals.

The four firms granted interviews were:
McLaren Research and Consulting,
Prairie Research Associates Inc.,
ProActive Information Services Inc. and
InterGroup Consultants Ltd.

Phase 3 - Interview

Interviews were completed and based on their proposal and interview, the Subcommittee ranked the four firms as follows:

1 - McLaren Research and Consulting and Associates,
2 - ProActive Information Services;
3 - Prairie Research Associates Inc.
4 - InterGroup Consultants Ltd.

The first and second firms were very closely ranked. The Subcommittee agreed to check references on the top 2 firms.

Phase 4 - Reference checks

References were called for:
McLaren Research and Consulting and Associates and
ProActive Information Services.

Phase 5 - Overall Evaluation

Based on the proposal submitted, the strengths demonstrated during the interview process, and through reference checks, ProActive Information Services Inc. was considered by the Evaluation Subcommittee to be best matched to the needs of evaluation of the WDA.

1064 - Schedule "A" referred to in Clause 3 of the Report of the Committee on Planning and Community Services dated September 17, 1996

CANADA-MANITOBA-WINNIPEG

Agreement for	Entente sur
the development	le développement
of Winnipeg	de Winnipeg

1996 WORK PLAN
(1996-08-28)

PROGRAM -
PROGRAMME: 3/NEIGHBOURHOOD IMPROVEMENT

SUB-PROGRAM -
SOUS-PROGRAMME: A. NEIGHBOURHOOD REVITALIZATION
IMPLEMENTING PARTY: Canada ____ ; Manitoba____ ; Winnipeg ✓

TOTAL ALLOCATIONS:

a) PROGRAM

Canada $ 0 ; Manitoba $ 3,000,000 : Winnipeg $ 4,000,000

b) THIS SUB PROGRAM

Canada $ 0 ; Manitoba $ 0 ; Winnipeg $ 4,000,000

IMPLEMENTATION DATES

Commencement August 4, 1995 ; Completion 03 / 09 / 2001
d m y

PURPOSE:

a) General:

The objective of the Neighbourhood Revitalization Sub-Program is to:

- Revitalize older residential neighbourhoods.
- Empower local residents to take ownership of their neighbourhood by making them full partners in setting program priorities. Apply the concept of multidisciplinary Neighbourhood Resource Centres as a key tool for more effective delivery of community-based services.

Schedule "A" referred to in Clause 3 of the Report of the Committee on Planning and Community Services dated September 17, 1996 (continued)

b) Relation to Objectives and Principles:

The Sub-Program supports the objectives and principles of the WDA:

- Works with the community to create safe, healthy and environmentally sound communities in which to live, work and play.
- Will assist people in accessing sub-program job opportunities.
- Will provide extensive public participation in developing and implementing the sub-program.
- Will be a community development project which capitalizes on partnerships in the coordination of resources using a Neighbourhood Resource Centre model of service delivery.
- A Sub-Program focus will be on mechanisms which promote innovation and challenge conventional ways of addressing urban problems.

ACTIVITIES:

Emphasis will be placed upon the coordination of physical, economic, health, recreation, housing, safety, education and training, personal and group development to high needs populations. Coordinated use of resources from other W.D.A. programs, other Government programs, the private sector, the education sector, the service sector and other funders will enhance the impact of this sub program.

PROPOSED ACTIVITIES FOR 1996 & 1997 INCLUDE:

1. Organization and maintenance of an Administrative Support Committee with representation from participating government departments to:

   - identify resources each can provide in support of the Neighbourhood Resource Centres;
   - work with community development staff to target government programs in response to locally articulated priorities;
   - support local decision making.

2. Establish a presence in the Spence and Lord Selkirk Park neighbourhoods.

   - Locate and equip suitable space for the flexible delivery of multidisciplinary services in an easily accessible neighbourhood location.

3. Recruit, orient and deploy community staff dedicated to each neighbourhood to take a lead role, specifically to:

   a) Establish and/or maintain contact and ongoing liaison with:

      - community groups, organizations and institutions and with staff of civic departments respecting neighbourhood needs and the identification, approval processing and subsequent implementation of programs and projects designed to address these needs;

- staff from complementary WDA and other programs to coordinate implementation activity and to foster sustainable Neighbourhood Resource Centres beyond the term of the WDA.

b) Conduct neighbourhood research:

- Establish and maintain an up to date information and data base for the designated neighbourhoods.
- Analyze available information, data and reports.
- In partnership with the Neighbourhood Residents Committee, develop neighbourhood characterizations, neighbourhood specific inventories and neighbourhood needs profiles.

c) Promote resident awareness, interest and participation in the Neighbourhood Revitalization Program through:

- the cooperation of grassroots delivery agencies (schools, day cares, ethnic organizations, complementary programs, etc.) to obtain their endorsement and support in targeting information to their constituents;
- personal contact with local residents, organizations, institutions and identifiable community leaders;
- information dissemination to each household (brochures, invitations, announcements, etc.)
- “Open House” and like functions to promote two way communication.

d) Establish a Neighbourhood Resident Committee in each neighbourhood.

e) Orient the two Neighbourhood Resident Committees re: program functions, objectives and limitations; implementation procedures and delivery mechanisms; neighbourhood characterization analysis, neighbourhood needs profiles, project and/or proposal development and analysis; the Neighbourhood Resident Committees’ role.

f) Implementation of priority neighbourhood revitalization projects identified by the Neighbourhood Resident Committee, with the support of the Administrative Support Committee.

g) Preliminary Neighbourhood Strategy Development will occur through an interactive participative process wherein citizens produce a Neighbourhood Strategy which contains:

- a vision for a neighbourhood;
- the mission for the Neighbourhood Residents Committee;
- neighbourhood specific inventories;
- identification of neighbourhood issues and resources;
- establishes neighbourhood goals, objectives, priorities and potential projects to meet both immediate needs and long term opportunities;
- identifies opportunities for resource coordination.

Schedule "A" referred to in Clause 3 of the Report of the Committee on Planning and Community Services dated September 17, 1996 (continued)

OPERATIONAL TARGETS:

- Organize Administrative Support Committee (October, 1996 - January, 1997).
- Recruit community staff (January, 1997).
- Establish neighbourhood presence (February, 1997).
- Establish / maintain contact and liaison with community (from date staff hired-onward).
- Neighbourhood research (ongoing).
- Promote resident awareness (from staff hired-onward).
- Establish / maintain Neighbourhood Resident Committees (April 1997 and onward).
- Committee orientation (April, 1997 - September, 1997).
- Preliminary Neighbourhood Strategy (December, 1997).

FINANCIAL INFORMATION:

A. ADMINISTRATION January, 1997 - January, 1998

Financial Reporting and Records Systems Management
Resourcing Multi Sectoral Round Tables City Staff
Resourcing Administrative Support Committee No Cost to WDA
Focusing Complementary Resources
Program Support Staff Recruitment, Orientation and Supervision
Sub-Program Management and Accountability
Project Management Support Services

B. PROGRAM SUPPORT

1. SALARY AND BENEFITS $ 146,000

   1 Program Manager/Planner
   2 Community Development Workers
   1 Secretary

2. NON-SALARY COSTS $ 84,000

   Rent / renovation, office operations, equipment
   Printing and Stationery, transportation
   Miscellaneous

C. CITIZEN PARTICIPATION

Promotional literature, surveys, public meetings, Resident Committee meetings, attendance of committee members at seminars related to the program. $ 20,000

Schedule "A" referred to in Clause 3 of the Report of the Committee on Planning and Community Services dated September 17, 1996 (continued)

D. PROGRAM

INITIAL PROJECT FUNDING	$ 250,000
Total A, B, C & D	$ 500,000

Note: This Program will set up and operate two separate Neighbourhood Resource Centres - using the resources identified above.

E. CASH FLOW ($ 000)

1 Short term 1997 - 98

	Jan.- Mar. 1997	Apr. - Jun. 1997	Jul.- Sept. 1997	Oct.- Dec. 1997	Jan. -Mar. 1998
Administration	$ 0	$ 0	$ 0	$ 0	$ 0
Program support	$ 62.5	$ 62.5	$ 62.5	$ 62.5	$ 42.5
Citizen participation	$ 5.	$ 5.	$ 5.	$ 5.	$ 5.
Projects		$ 70.	$ 90.	$ 90.	$200.
Total	$ 67.5	$137.5	$157.5	$137.5	$247.5

2 Long term 1997 - 2001

	1996-97 (1 Qtr.)	1997-98	1998-99	1999-2000	2000-2001	2001-02 Total (2 Qtr.)
Administration	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0 $ 0
Program support	$ 62.5	$230.	$185.	$185.	$120.	$ 42.5 $825.
Citizen participation	$ 5.	$ 20.	$ 20.	$ 15.	$ 10.	$ 5. $ 75.
Projects	$ 0.	$450.	$950.	$950.	$500.	$250. $3100
Total	$ 67.5	$700.	$1,155.	$1,150.	$630.	$297.5 $4000

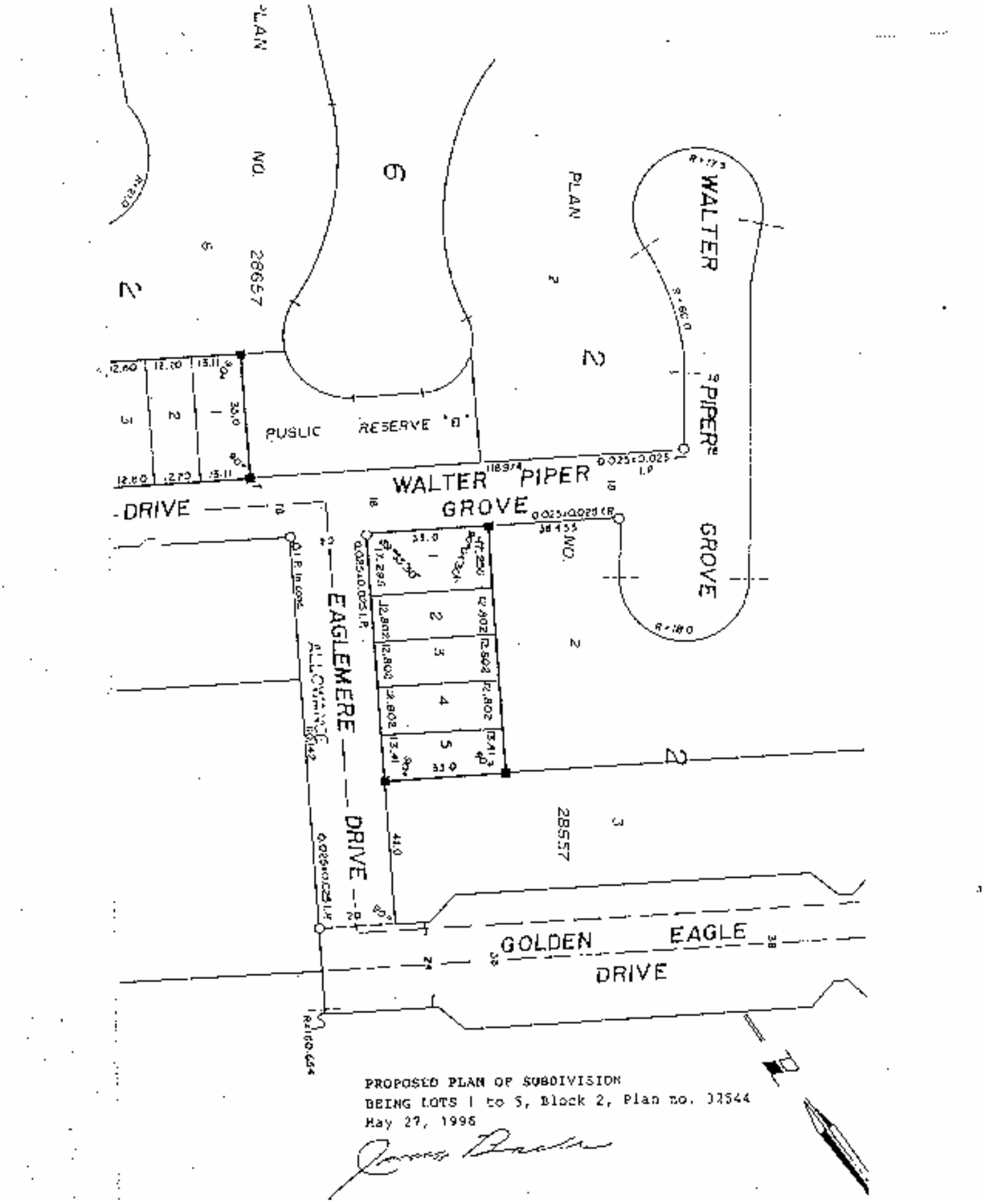
Schedule “A” referred to in Clause 3 of the Report of the Committee on Planning and Community Services dated September 17, 1996 (continued)

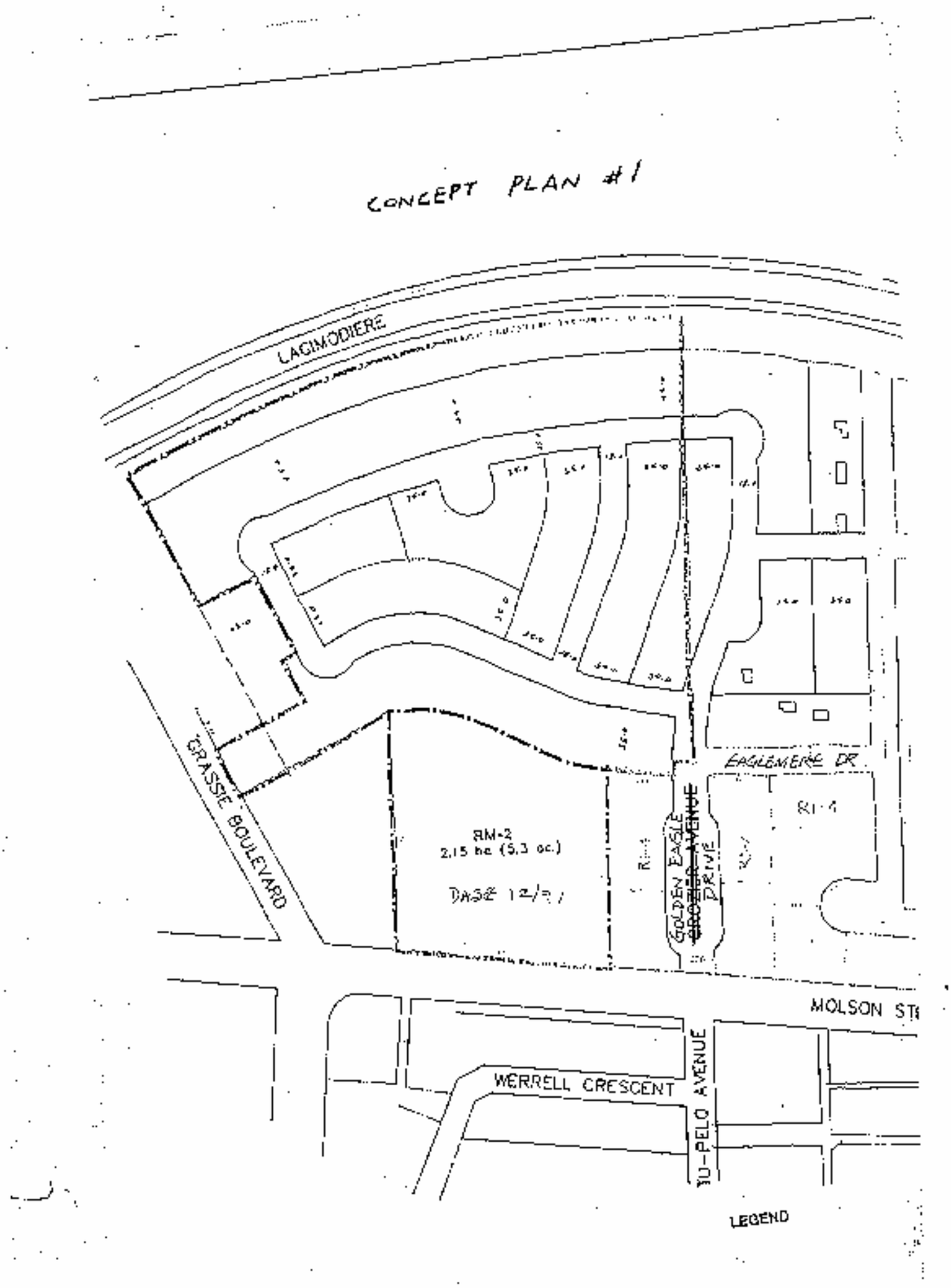
ISSUES:

- The time frames identified in this Work Plan are the minimum required to achieve reasonable results based on experience in delivery of Neighbourhood Programs. The timely approval of the Work Plan will permit activity to begin.

- Delays are anticipated as a function of bridging between government, citizens, private sector and third sector in creating new partnerships for the delivery of service to these neighbourhoods. This Work Plan accommodates some delays during implementation, however further delays in staff recruitment will necessarily delay the short term schedule and may require adjustment of the entire schedule.

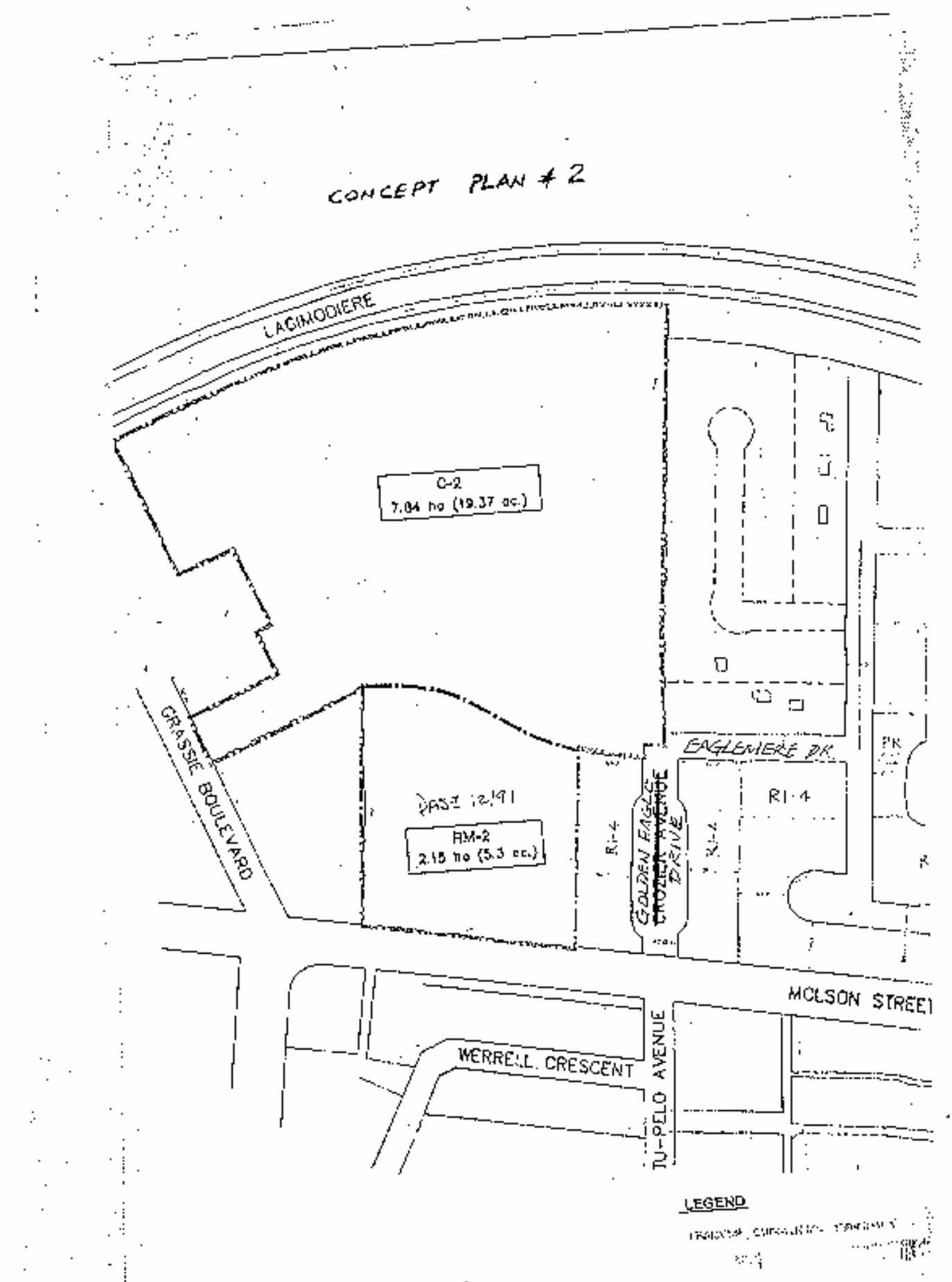
1065 - Schedule "A" referred to in Clause 5 of the Report of the Committee on Planning and Community Services dated September 17, 1996



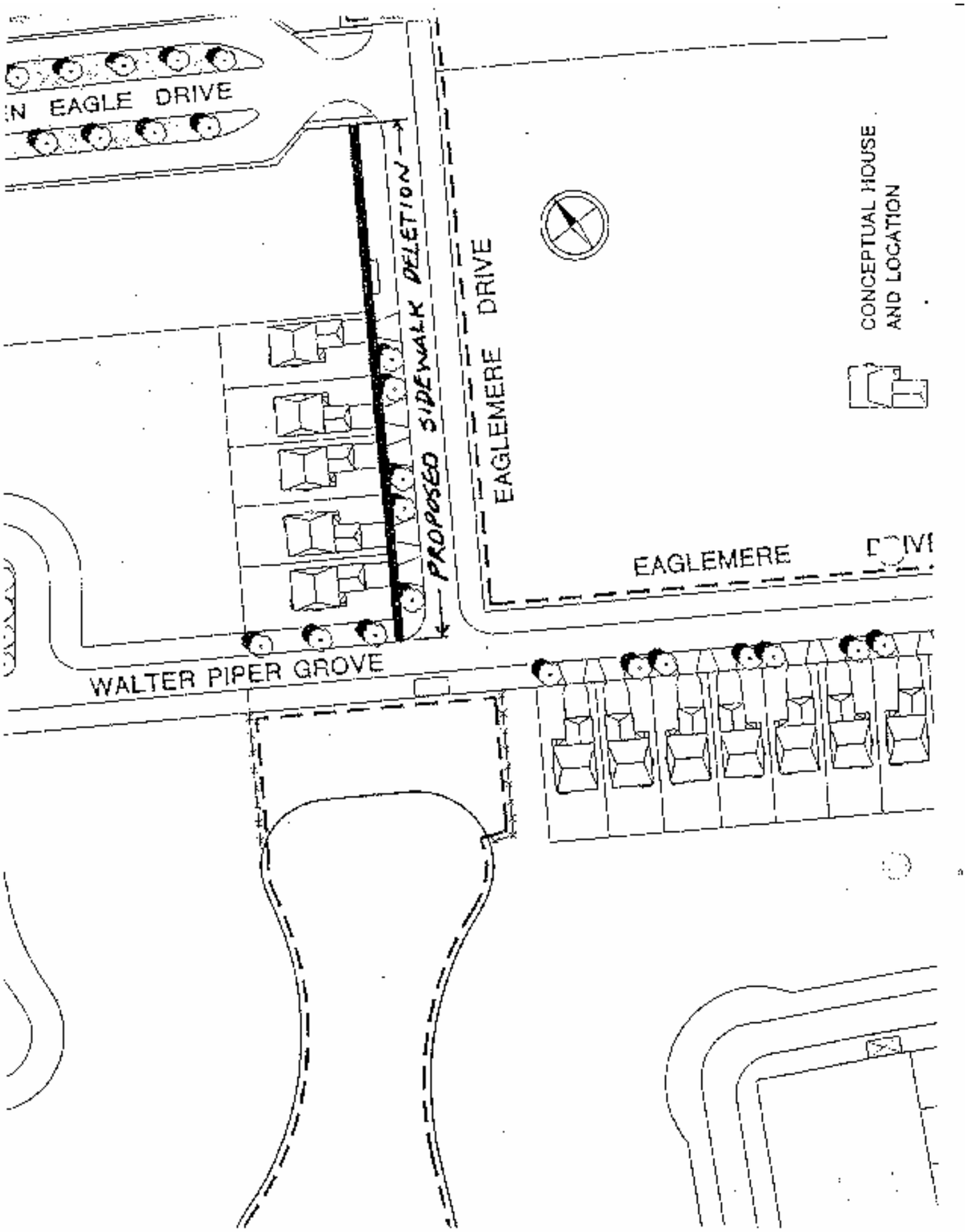


Schedule "B" referred to in Clause 5 of the Report of the Committee on Planning and Community Services dated September 17, 1996

Schedule "B" referred to in Clause 5 of the Report of the Committee on Planning and Community Services dated September 17, 1996 (continued)



Schedule “C” referred to in Clause 5 of the Report of the Committee on Planning and



Community Services dated September 17, 1996

1066 - Schedule "A" referred to in Clause 6 of the Report of the Committee on Planning and Community Services dated September 17, 1996

By-Law No. _____

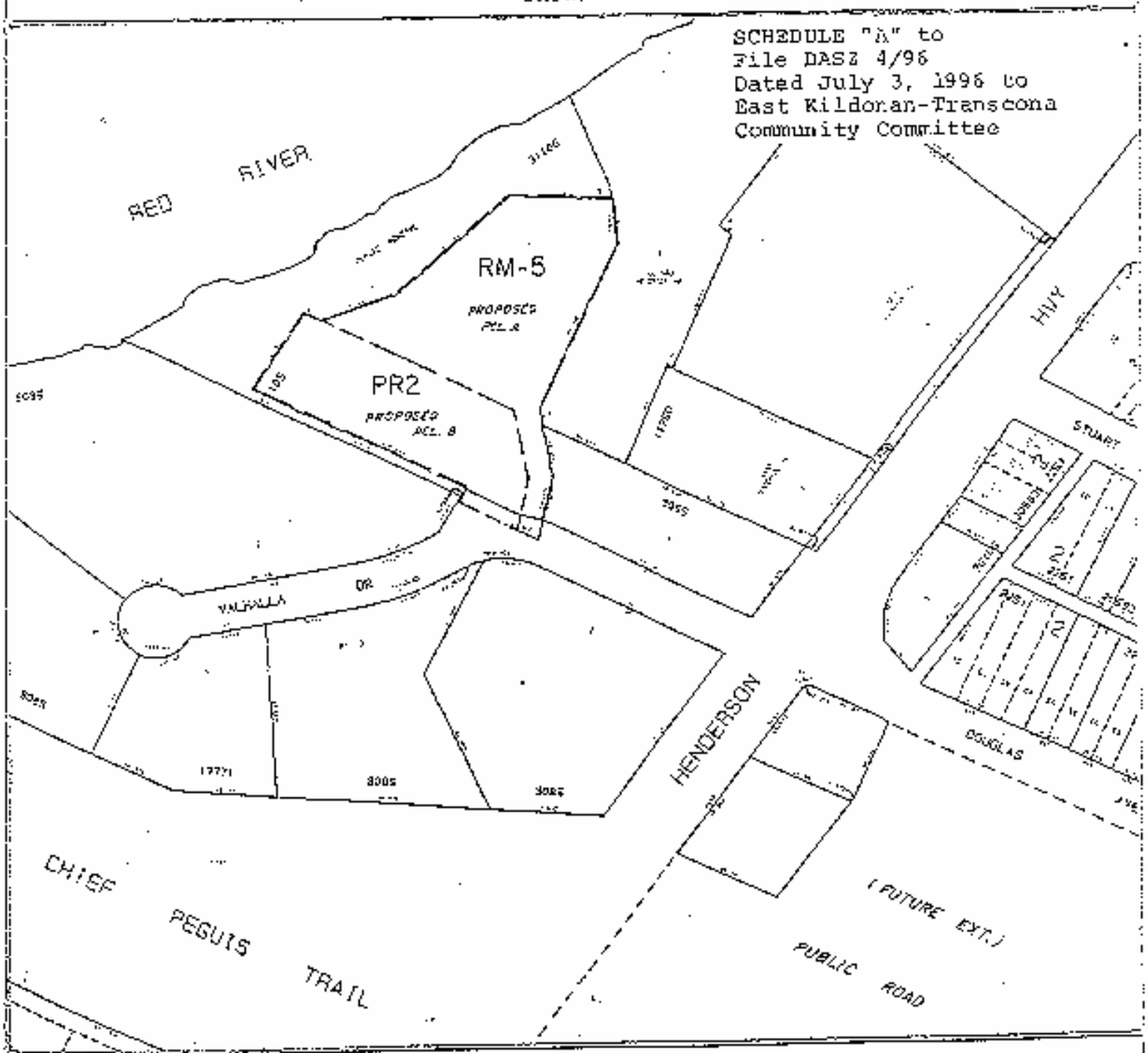
FILE No. DASZ 4/96

EXPLANATION:

An application for the approval of the plan of subdivision shown outlined below and for a proposed zoning change to By-law No. 6400/94 on lands located on the north side of Valhalla Drive west of Henderson Highway from an "R1-20" SINGLE-FAMILY DISTRICT to a "PR2" PARKS AND RECREATION DISTRICT and an "RM-5" MULTIPLE-FAMILY DISTRICT as shown outlined below.

ATLAS SHEET No. T29

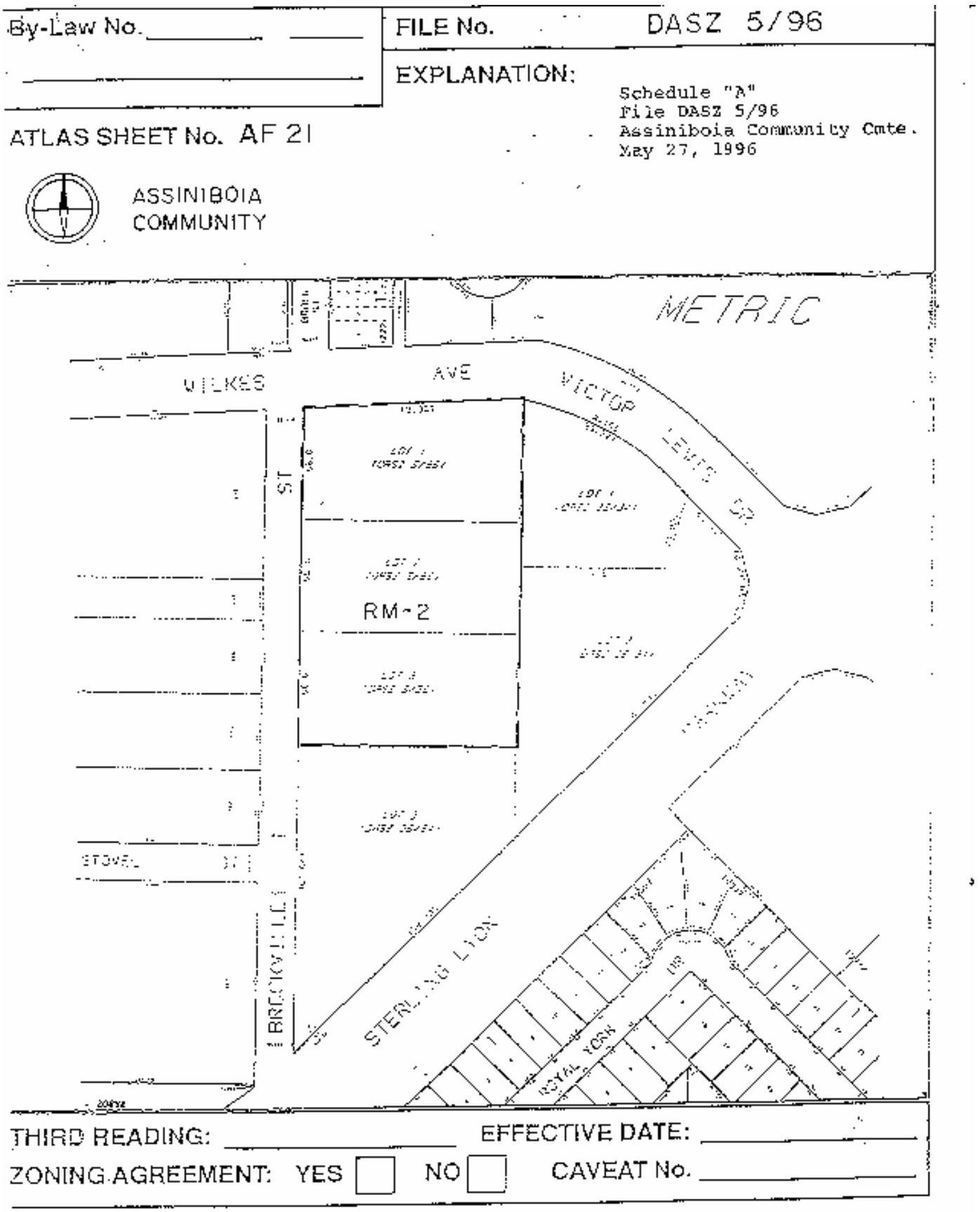
EAST KILDONAN TRANSCONA COMMUNITY



THIRD READING: _____ EFFECTIVE DATE: _____

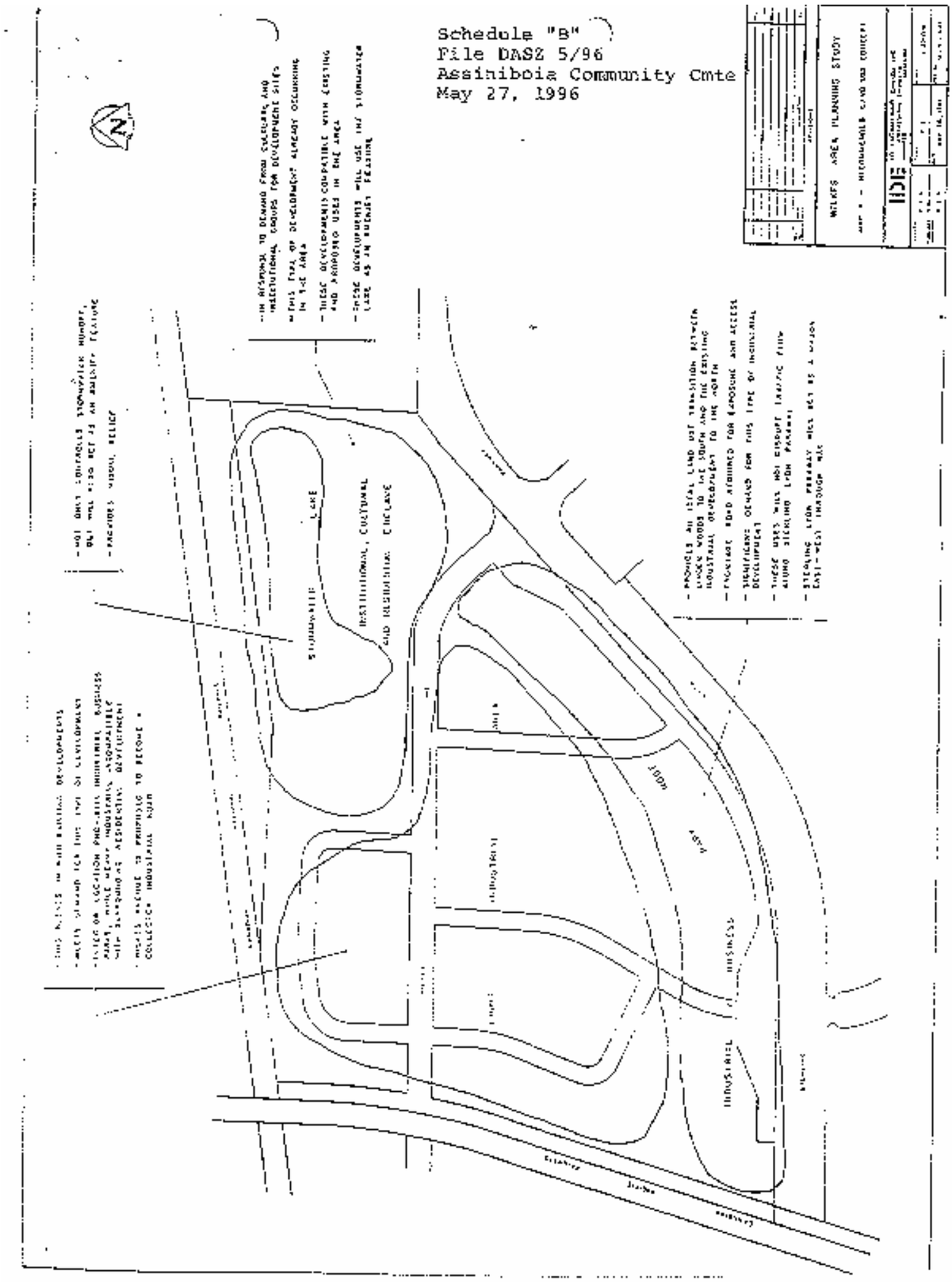
ZONING AGREEMENT: YES ☐ NO ☐ CAVEAT No. _____

1067 - Schedule "A" referred to in Clause 7 of the Report of the Committee on Planning and



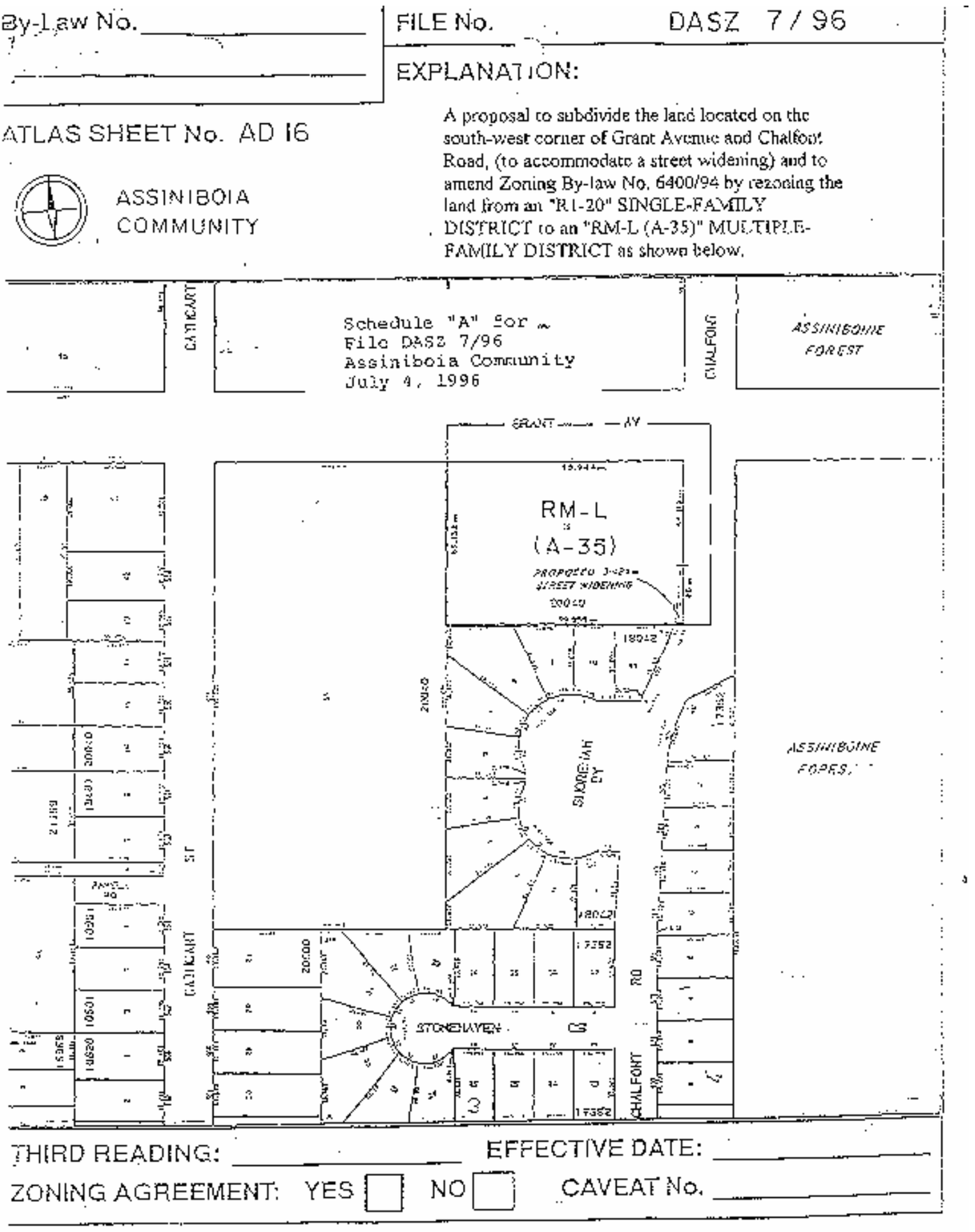
Community Services dated September 17, 1996

Schedule “B” referred to in Clause 7 of the Report of the Committee on Planning and



Community Services dated September 17, 1996

1068 - Schedule "A" referred to in Clause 8 of the Report of the Committee on Planning and



Community Services dated September 17, 1996

1069 - Schedule “A” referred to in Clause 9 of the Report of the Committee on Planning and Community Services dated September 17, 1996

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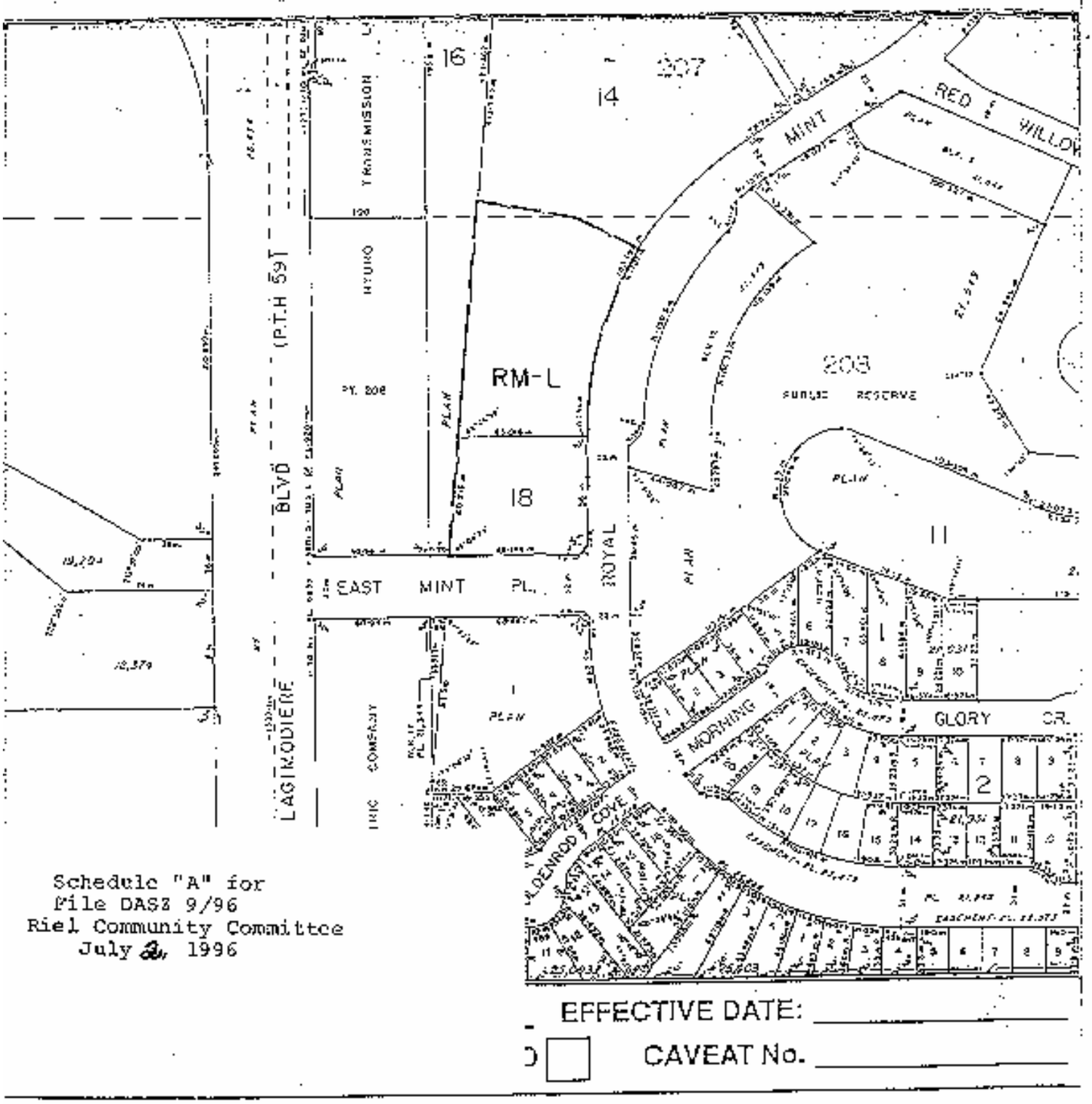
FILE No. DASZ 9/96

EXPLANATION:

An application for the approval of the plan of subdivision shown outlined below and for a proposed zoning change to By-law No. 6400/94 by rezoning the land located on the north west corner of East Mint Place and Royal Mint Drive from an "A.5" AGRICULTURAL DISTRICT and a "C1.5" COMMERCIAL DISTRICT to an "RM-L" MULTIPLE-FAMILY DISTRICT as shown outlined below.

ATLAS SHEET No. AE 31

RIEL COMMUNITY

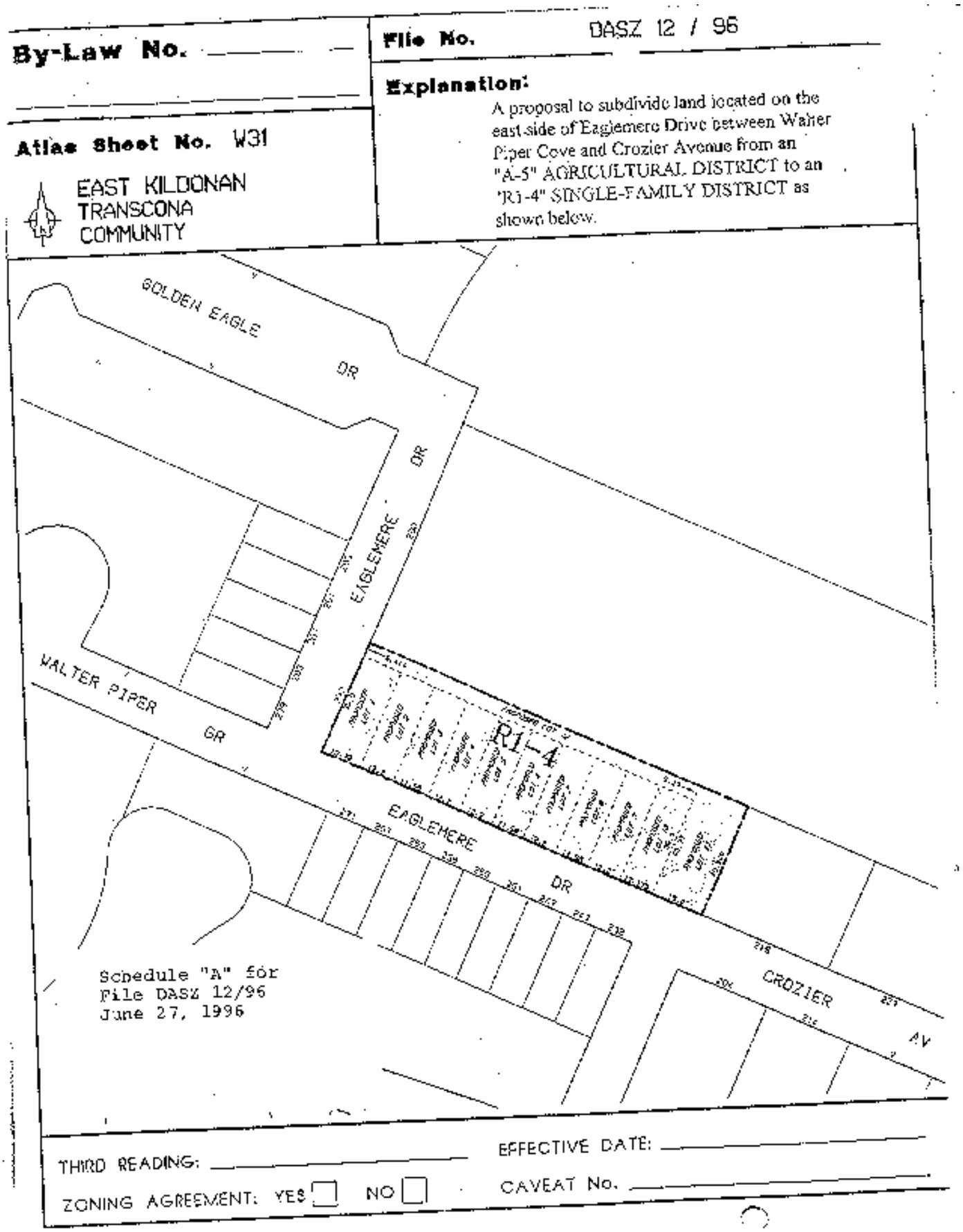


Schedule "A" for
File DASZ 9/96
Riel Community Committee
July 2, 1996

EFFECTIVE DATE: _____

CAVEAT No. _____

1070 - Schedule “A” referred to in Clause 10 of the Report of the Committee on Planning and



Community Services dated September 17, 1996

1071 - Schedule “A” referred to in Clause 11 of the Report of the Committee on Planning and

By-Law No. _____

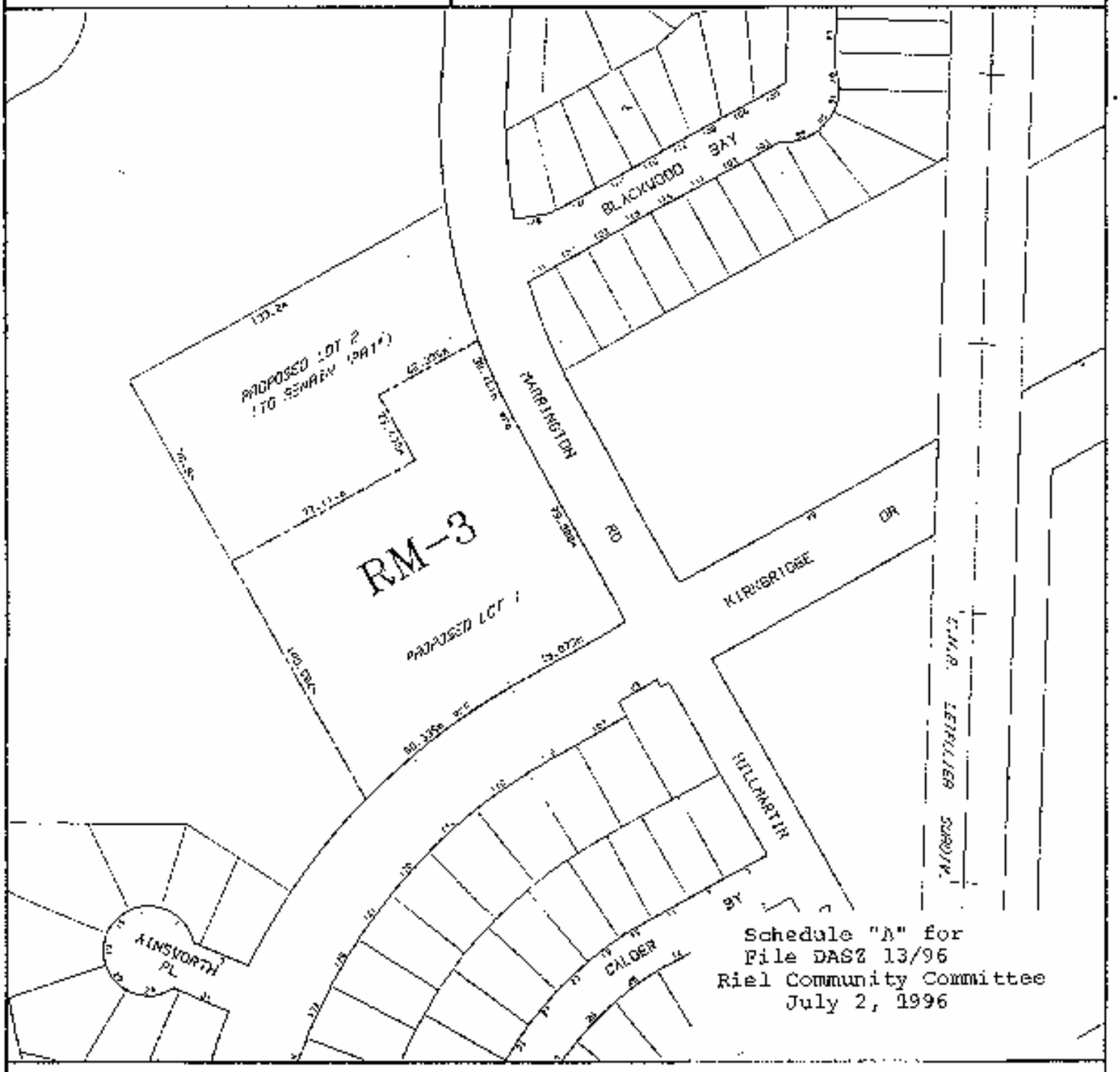
File No. DASZ 13 / 96

Explanation:

A proposal to subdivide land located on the north west corner of Kirkbridge Drive and Marrington Road from a "PRI" PARKS AND RECREATION DISTRICT to an "RM-3" MULTIPLE-FAMILY DISTRICT as shown below.

Atlas Sheet No. AM23

RIEL COMMUNITY

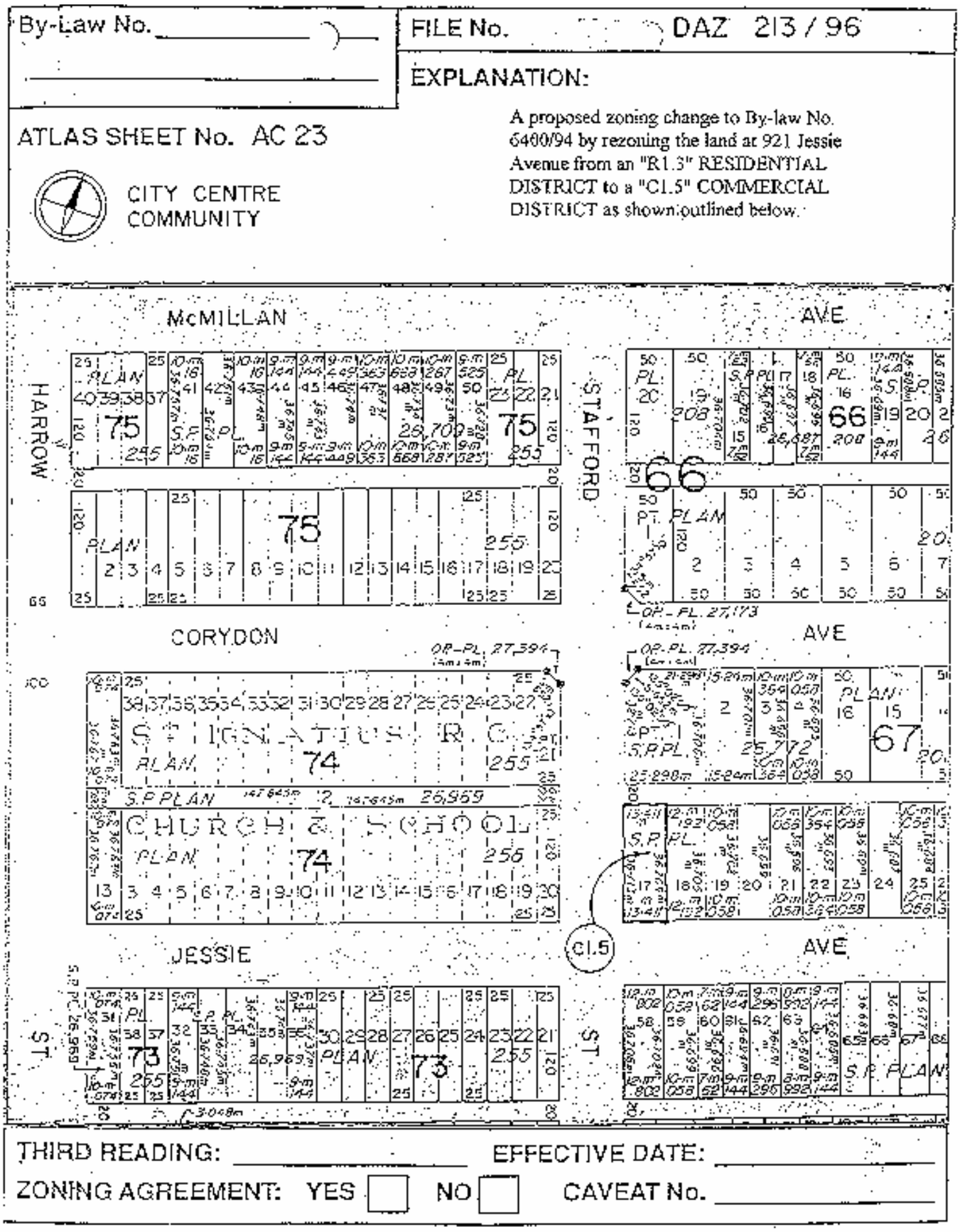


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ZONING AGREEMENT: YES ☐ NO ☐ CAVEAT No. _____

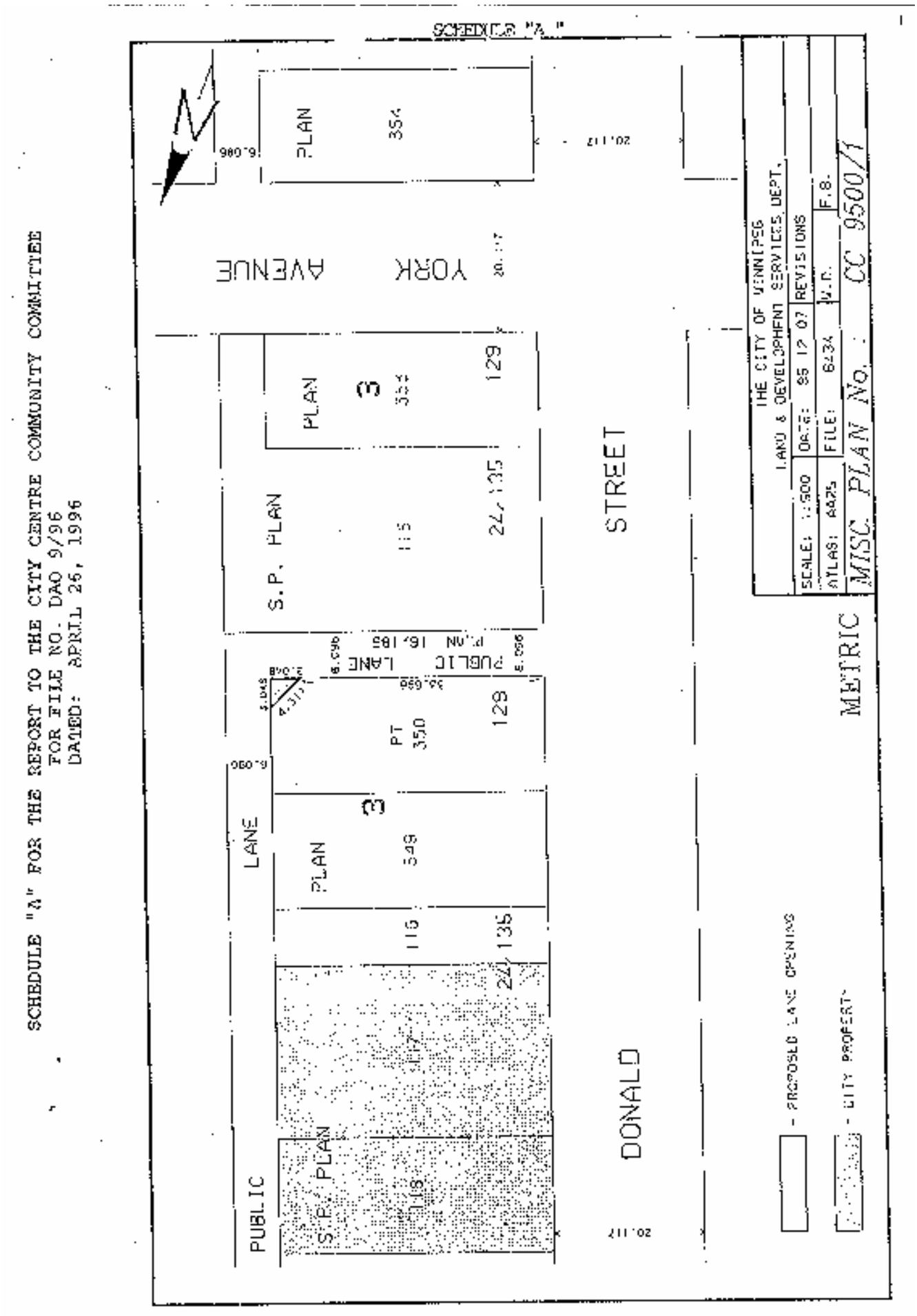
Community Services dated September 17, 1996

1072 - Schedule "A" referred to in Clause 12 of the Report of the Committee on Planning and

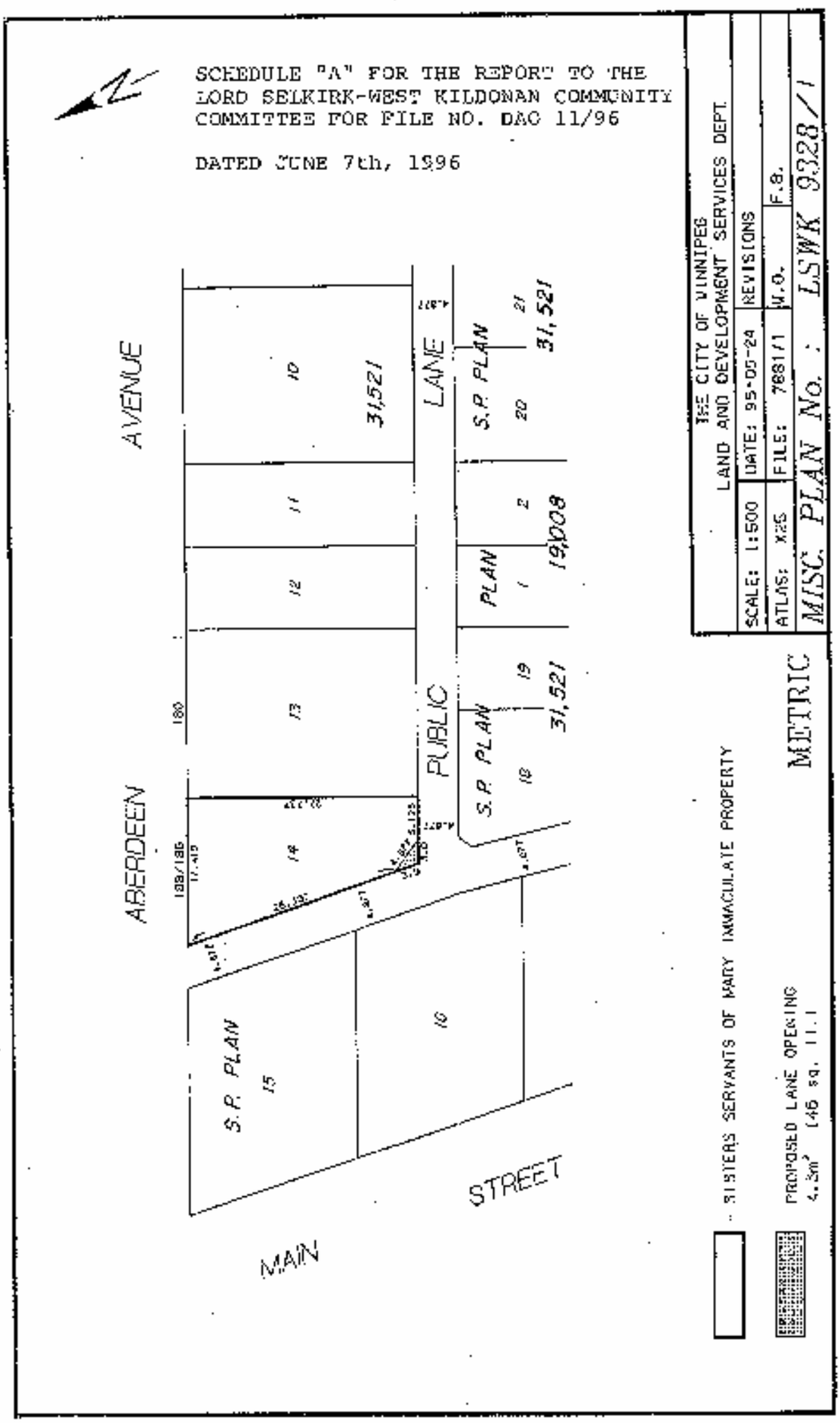


Community Services dated September 17, 1996

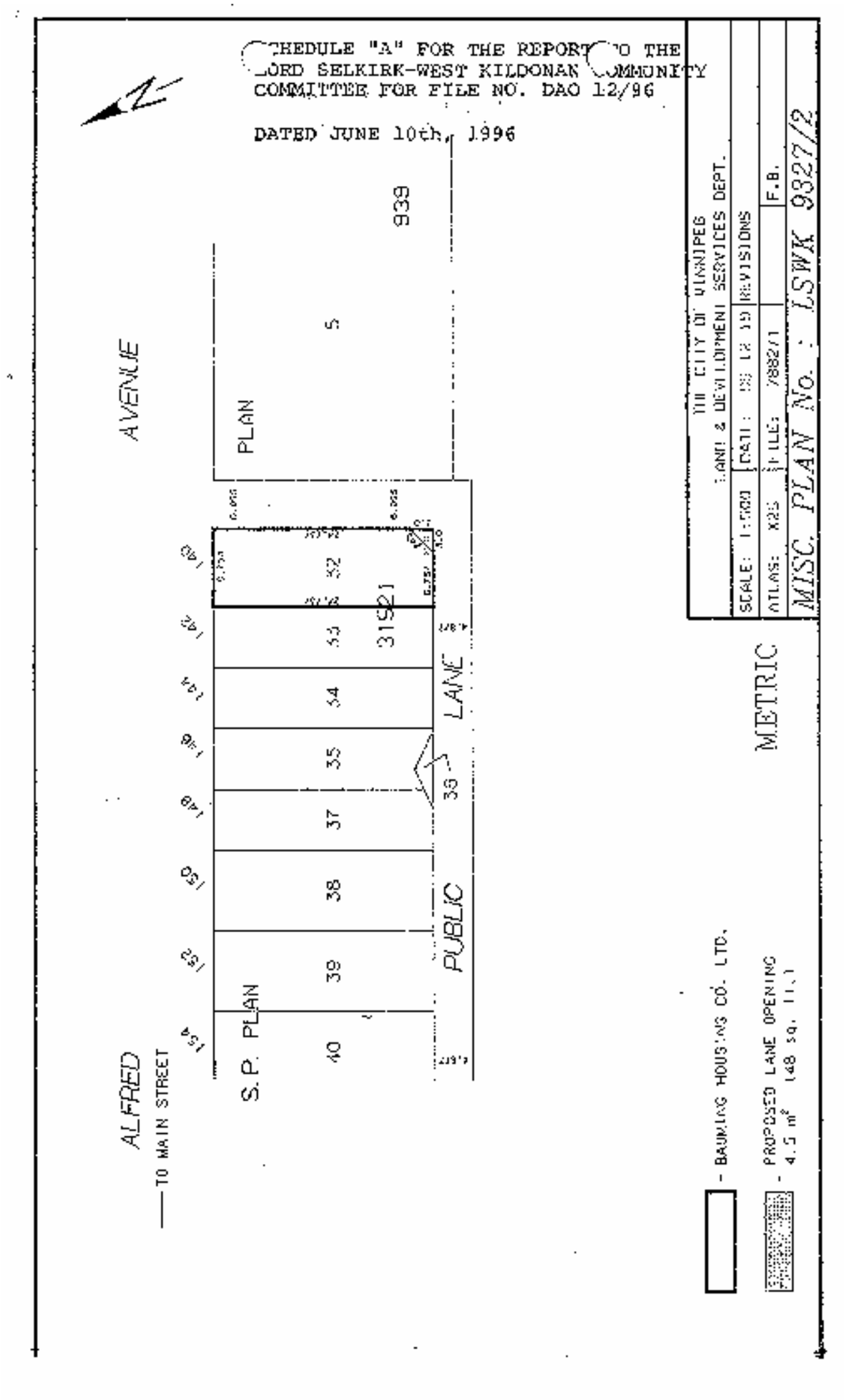
1073 - Schedule “A” referred to in Clause 14 of the Report of the Committee on Planning and



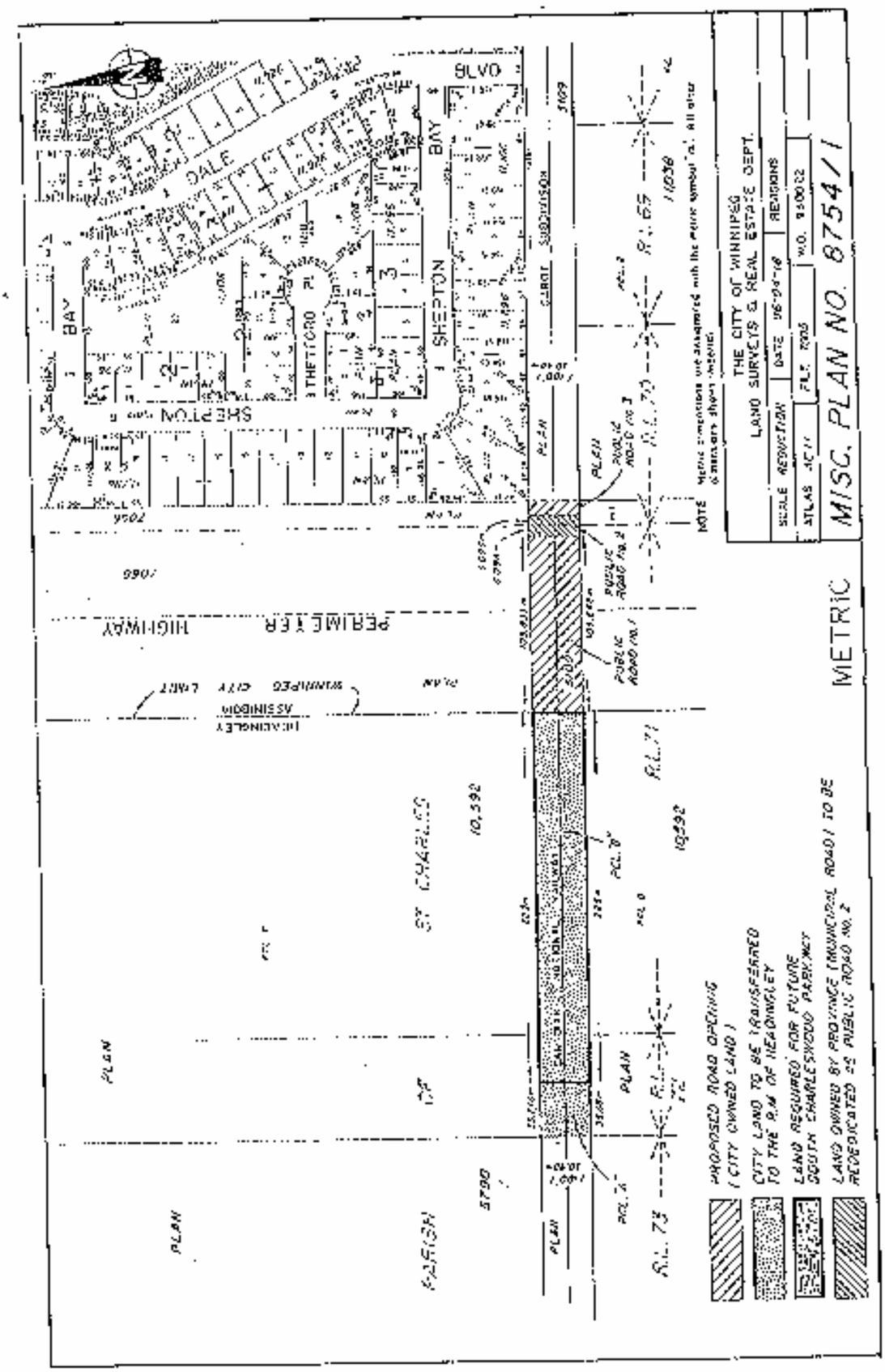
Community Services dated September 17, 1996



1074 - Schedule “A” referred to in Clause 15 of the Report of the Committee on Planning and Community Services dated September 17, 1996

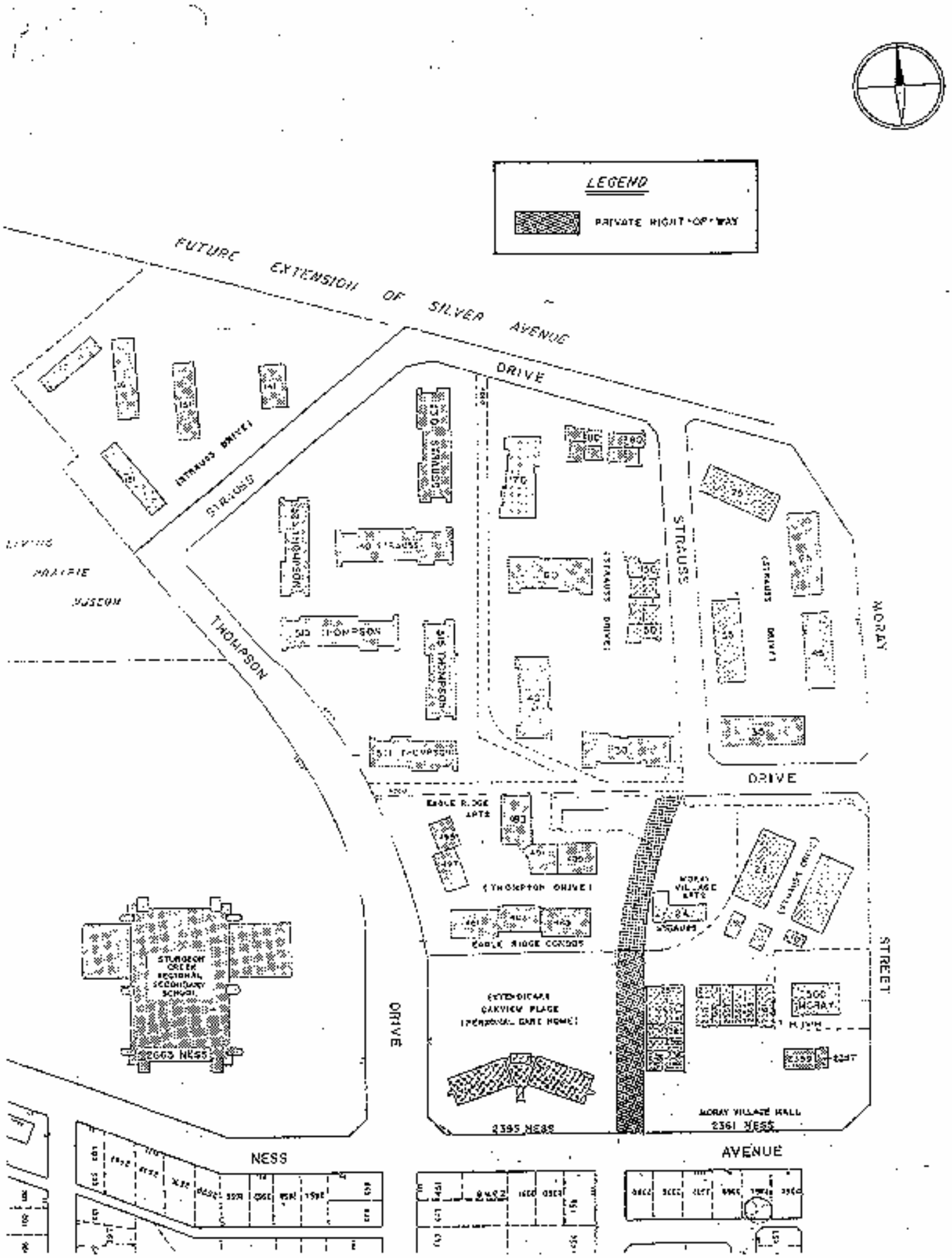


1075 - Schedule “A” referred to in Clause 16 of the Report of the Committee on Planning and Community Services dated September 17, 1996

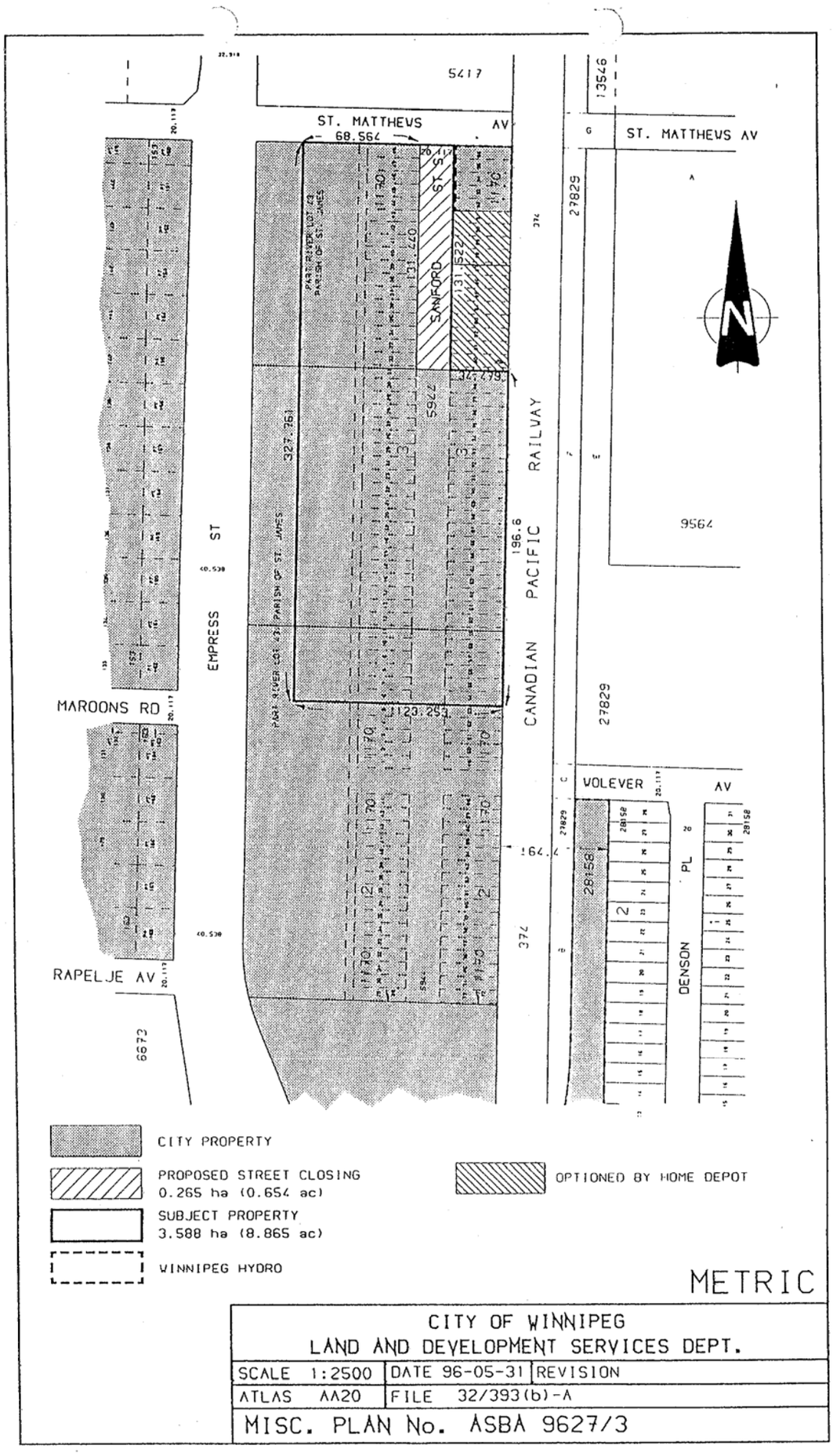


1076 - Schedule “A” referred to in Clause 17 of the Report of the Committee on Planning and Community Services dated September 17, 1996

1077 - Schedule "A" referred to in Clause 18 of the Report of the Committee on Planning and



Community Services dated September 17, 1996



SCHEDULE "A" FOR THE REPORT TO
THE ASSINIBOIA COMMUNITY
COMMITTEE FOR FILE NO. DAC 9/96

DATED: SEPTEMBER 5, 1996

1078 - Schedule "A" referred to in Clause 1 of the Report of the Committee on Planning and Community Services dated September 24, 1996

1079 - Appendix "A" referred to in Clause 4 of the Report of the Committee on Protection, Parks and Culture dated September 9, 1996

POLICY FOR THE PAN AM POOL
SPACE AND POOL TIME ALLOCATION

DEFINITIONS

The following policy shall define the relationship between: The City of Winnipeg, as represented by the Parks and Recreation Department and its designates (the "City"); and the individual aquatic sports; Canadian Amateur Diving Association (Manitoba Section) Inc., Canadian Amateur Swimming Association (Manitoba Section) Inc., Synchro Swim Manitoba Inc. and Manitoba Water Polo Association Inc. (the "Aquatic Sports Group"); as pertains to the space and pool time allocation for the Pan-Am Pool (the "Facility").

POLICY

The City will:

1. Recognize the Facility as a venue for high performance competition, and as a training facility for the Aquatic Sports Group.

2. Schedule the Facility in such a manner as to allow for reasonable access for the Aquatic Sports Group, other aquatic groups, organizations, and the general public including "learn to" opportunities.

3. Make available, in so far as it legally can and may, use of the Facility in accordance with the following:

   (1) First priority shall be given to events of an international, national or inter-provincial nature.

   (2) Second priority shall be given to events of a provincial or intra-provincial nature.

   (3) Third priority shall be given to special events as may occur from time to time sanctioned by the City.

   (4) Fourth priority shall be given to the citizens of The City of Winnipeg for competitive aquatic training, recreational use and City of Winnipeg programs. Competitive aquatic training shall be as negotiated between the City and the Aquatic Sports Group.

   (5) Fifth priority shall be given to other community user groups.

4. Establish a block schedule for competitive training purposes in the Facility, and provide a complete schedule for the overall use of the Facility on a seasonal basis to the Aquatic Sports Group.

5. Ensure that operating and policy procedures are established in consultation with the Aquatic Sports Group and notify the Aquatic Sports Group three weeks in advance as to any proposed changes of policy or procedures.

Appendix "A" referred to in Clause 4 of the Report of the Committee on Protection, Parks and Culture dated September 9, 1996 (continued)

PROCEDURES FOR THE PAN AM POOL SPACE AND POOL TIME ALLOCATION

THE CITY

1.1 The City will provide on a pre-arranged basis:

(a) Access to all areas and rooms inside and outside the Facility as required by the activity.

(b) Access to meeting rooms, public address system and electronic scoring system, weight room facilities, bulkhead and public parking areas.

(c) Additional concession rights may be granted to the Aquatic Sports Group provided that such concession rights do not conflict with existing agreements.

1.2 The City will allocate space in accordance with the following timetable:

(a) International Events - confirmation will be granted on a first come first served basis. The Aquatic Supervisor shall consult with the Aquatic Sports Group regarding requests from groups other than the Aquatic Sports Group that are received more than 1 year in advance in order to avoid potential conflicts. Requests of less than 1 year notice will be accommodated subject to availability at the discretion of the Aquatic Supervisor.

(b) National Events - requests will be confirmed 1 year prior to the event. In the case of more than one request for the same time period, members of the Aquatic Sports Group will be first priority. The Aquatic Sports Group will resolve conflicting times among their own sports. Requests received less than 1 year prior to the event will be accommodated subject to availability and at the discretion of the Aquatic Supervisor.

(c) Inter Provincial, Provincial, Special Events, Local Meets

- For the September - December use period, requests accepted up to May 1 and will be confirmed by May 15.
- For the January - March use period requests accepted up to September 1 and will be confirmed by September 15
- For the April - June use period, requests accepted up to December 1 and will be confirmed by December 15.
- For the July - August use period, requests accepted up to March 1 and will be confirmed by March 15.

In the case of more than one request for the same time period, members of the Aquatic Sports Group will get first priority. The Aquatic Sports Group will resolve conflicting times among their own sports.

(d) Regular Rentals - requests for the competitive year (September 1st of the current year to August 31st of the following year) will be accepted up to August 15 and confirmed by August 31.

A block of time based on a traditional percentage will be reserved for the Aquatic Sports Group.

During the course of the season, times and spaces of 3 lanes or more for 1 hour or more, which are turned back from competitive clubs will be made available to the Aquatic Sports Group for reallocation. Times and/or spaces of shorter duration or space will be reallocated at the discretion of the Aquatic Supervisor.

At the start of each competitive season (September), space allocation will revert back to the traditional percentage.

1.3 In the event that the City cancels a competition reservation, the City will reallocate an equal amount of time, the scheduling of which is to be mutually agreed upon with the Aquatic Sports Group.

1.4 In the event that an individual rental slot must be cancelled, the City will endeavour to give at least two days notice of such cancellation. Where, due to unforeseen circumstances, two days notice is not possible, the City will give as much notice as practically possible under the circumstances.

Appendix "A" referred to in Clause 4 of the Report of the Committee on Protection, Parks and Culture dated September 9, 1996 (continued)

1.5 The City, as represented by the Aquatic Supervisor, shall at his/her discretion accommodate "last minute" changes to space requirements, and will balance impacts and disruption to scheduled events. The Aquatic Supervisor or designate's decision will be final.

1.6 The City may cancel the use of the Facility by the user sport at any time where it is unsafe to permit use of the Facility, or where the City, in its sole discretion, believes the Facility may be damaged by the user sport.

1.7 Fees for use of the Facility by the Aquatic Sports Group each season will be in accordance with the Fees and Charges Policy as adopted by City Council.

THE AQUATIC SPORTS GROUP

2.1 The four aquatic sports comprising the Aquatic Sports Group will act as liaison with the City relative to the use of the Facility by, receiving, coordinating, and prioritizing all requests for use of the Pan-Am Pool from their respective amateur aquatic athletes. The recommended request for training schedules will be forwarded to the City of Winnipeg as per the schedule in Item 1.2

(a) Particulars of the request as will be required to: identify the nature of the event; the specific period of time; and whether or not public access is permitted or allowed.

2.2 The individual aquatic sports as members of the Aquatic Sports Group will designate one representative each to sit on a board to be known as the Aquatic Sports Committee. The Aquatic Sports Committee will act as a liaison with the City relative to use of the Facility by receiving, coordinating, and priorizing all requests for use of the Facility by amateur aquatic athletes.

2.3 The Aquatic Sport Committee will receive, coordinate and prioritize the use of the Facility in the way of space, but each renter or individual amateur athlete will be fully responsible for the payment of any fee according to the Fees and Charge Policy as adopted by City Council. The Aquatic Sports committee will assist the City in collecting overdue accounts in accordance with the following criteria:

- 30 days in arrears the respective Provincial Association is copied on the invoice.
- 60 days in arrears the Provincial Association is copied on the invoice.
- 90 days in arrears the Provincial Association either;

(i) pays the outstanding amount
(ii) removes sanction of the delinquent club, team, or other such user for use of Facility
(iii) negotiates a payment plan agreeable to the City of Winnipeg on behalf of the delinquent club, team, or other such user.

Should option (iii) be agreed to, any default on payment would automatically and immediately require either option (i) or option (ii) to be imposed.

2.4 After the Owner has established an overall timetable pursuant to 1.2 for the use of the Facility in a given year, an individual sport group or user may cancel a reservation for use of the Facility by giving the other party not less than the following:

(1) 6 months notice for International Competition
(2) 6 months notice for National Competition
(3) 3 months notice for Inter-Provincial Competition
(4) 45 days notice for Provincial Competition
(5) 1 month notice for Local competition
(6) 8 days written notice for training workouts

Cancellation after these periods of time will be subject to a fee not to exceed the contracted rental cost and will be dependant upon the City's ability to contract the turned back times to other users.

2.5 A standard Facility Use Agreement must be entered into for all space and time utilized.

1080 - Exhibit “A” referred to in Clause 1 of the Report of the Committee on Finance and Administration dated September 23, 1996

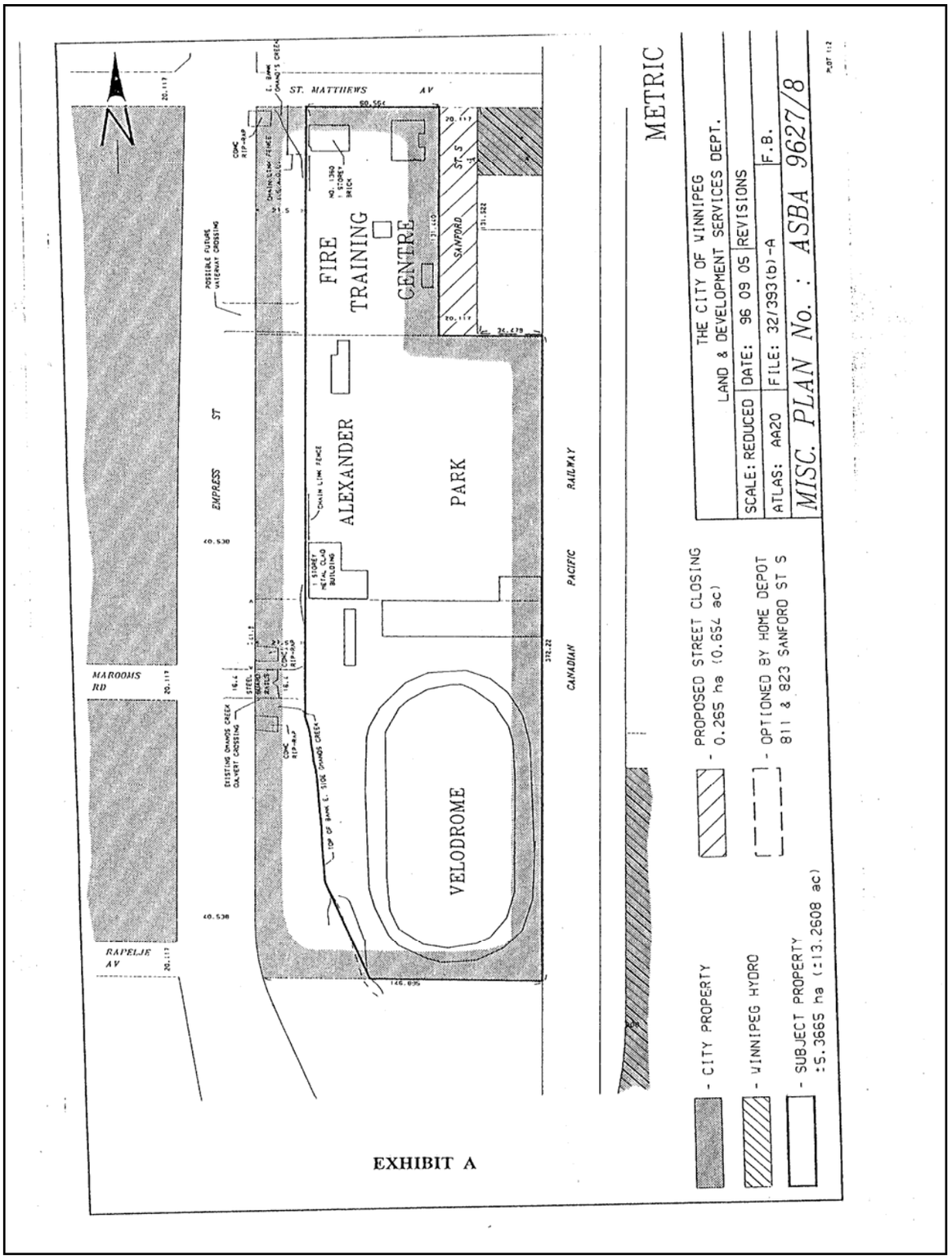


Exhibit "C" referred to in Clause 1 of the Report of the Committee on Finance and Administration dated September 23, 1996

