

Provincial Capital Commission

Annual Report for 2019-20

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Letters of Transmittal



The Honourable Lori Carr
Minister Responsible for the Provincial Capital Commission

Office of the Lieutenant Governor of Saskatchewan

I respectfully submit the Annual Report for the Provincial Capital Commission for the fiscal year ending March 31, 2020.

A handwritten signature in black ink that reads "Lori Carr".

Lori Carr
Minister Responsible for the Provincial Capital Commission



Monique Goffinet Miller
CEO of the Provincial Capital Commission

The Honourable Lori Carr
Minister Responsible for the Provincial Capital Commission

Dear Minister:

I have the honour of submitting the Annual Report of the Provincial Capital Commission for the fiscal year ending March 31, 2020.

The Provincial Capital Commission is committed to serving the people of the province and contributing to the quality of life by creating pride in our Capital City. Through enhanced visitor experiences, educational programming, preserved natural landscapes, and by being good stewards of the land and assets at both Wascana Centre and Government House, we have many opportunities to celebrate. I would like to thank our dedicated staff and our funding partners: the Province of Saskatchewan, the City of Regina and the University of Regina, for their continuous support. Furthermore, working together we will continue to create transparent processes as the regulator of standards in Wascana Centre for all land-use.

A handwritten signature in blue ink, appearing to read "Monique Goffinet Miller".

Monique Goffinet Miller
CEO, Provincial Capital Commission

Message from the Board Chair



J. Greg Miller
Board Chair,
Provincial Capital
Commission

As Chair of the Provincial Capital Commission Board of Directors, which includes representatives from the Province of Saskatchewan, the City of Regina and the University of Regina, I am pleased to speak to the work of the Board but also the work of the organization and the accomplishments made throughout the year.

The Provincial Capital Commission is committed to contributing to the high quality of life in Saskatchewan and creating pride in the Capital City. Visitors to the city will appreciate one of the largest urban parks in North America, Wascana Centre, and acknowledge the uniqueness and natural beauty it creates for our city. As well, it's a privilege to manage and operate Government House, a national historic site and provincial heritage property that provides education to our youth and history lessons to our visitors.

As stewards of the land and assets within Wascana Centre and Government House and the Edwardian Gardens, the Provincial Capital Commission will continue to focus on its role as the regulator of all land-use within Wascana Centre through the regulation of standards outlined in the 2016 Wascana Centre Master Plan.

Our Board looks forward to the work ahead and the commitment that is shown every day by the Provincial Capital Commission team.

A handwritten signature in blue ink, appearing to read 'J. Greg Miller', written in a cursive style.

J. Greg Miller
Board Chair, Provincial Capital Commission

Organization Overview

Provincial Capital Commission

The Provincial Capital Commission, in partnership with the Government of Saskatchewan, City of Regina and the University of Regina, is committed to ensuring Wascana Centre and Government House continue to be places of significance that resonates pride for our citizens and visitors alike within the Capital City.

Our Mandate

To enhance quality of life for our citizens through the celebration and creation of opportunities, stewardship of the land, and engagement of our youth about our democracy and provincial history. Promote, preserve, and strengthen our diverse heritage and culture to ensure that Saskatchewan's Capital City is a source of provincial pride and significance.

Our Vision

Inspiring pride and fostering connections to Saskatchewan's Capital City.

Our Mission

To enhance quality of life by creating community partnerships, promoting visitor experiences and providing stewardship of the land and assets within the Provincial Capital Commission.

Organizational Description

The Provincial Capital Commission Act was legislated in 2017 by the Government of Saskatchewan. The Board of Directors comprises three representatives from the Government of Saskatchewan and one each from the City of Regina and University of Regina. The Provincial Capital Commission provides management oversight and stewardship of Wascana Centre, Government House and the Territorial Building and acts as regulator for all land-use within Wascana Centre. The Provincial Capital Commission's actual FTE utilization was 47.07.

Core Business

The Provincial Capital Commission contributes to Saskatchewan's quality of life through the management and operation of Wascana Centre and Government House and the Edwardian Gardens in the following areas:

- History and stewardship education including ecology programming, community labs, collections and museums and acting as a storyteller for the province's history;
- Community engagement that includes events, outreach, experiences, and partnerships; and
- Long-term legacy planner for the capital city in regard to stewardship, regulation development, sustainable development strategies and the principal steward for Wascana Centre and Government House. The Provincial Capital Commission acts as the regulator for all land-use within Wascana Centre.

The Provincial Capital Commission's 2020-2021 Operational Plan can be found at

<https://www.saskatchewan.ca/provincial-capital-commission#plans-and-annual-reports>

Wascana Centre - A unique urban park in the middle of the Capital City includes 2,300 acres of urban land that provides countless functions and services to tenants, landowners and community resulting in an area of immeasurable value as a place of work, education, recreation and natural preservation. This site provides an opportunity to share in the natural beauty and create an increased quality of life for its visitors.

Government House and Edwardian Gardens - A National Historic Site and Provincial Heritage Property in the Capital City that is a multi-use public facility that includes a museum, conference facilities, art gallery and floral conservatory surrounded by 8.5 acres of manicured Edwardian Gardens. This site provides visitors an accessible historic location that preserves, promotes and celebrates Saskatchewan's living heritage and provides the working office for the Lieutenant Governor of Saskatchewan.

Progress in 2019-20

Organization Goal 1

Government Goals



Organization Goal

Preserve and enrich Provincial Capital Commission assets.

Strategy

Engage in collaborative planning to make sustainable, informed decisions.

Key Actions

- **Ongoing implementation of the Master Plan for Wascana Centre.**
The 2016 Wascana Centre Master Plan is our reference as we continue to use the principles for development and administrative purposes.
- **Implement environmental efficiencies to be responsible stewards of the land.**
A pilot project was identified to improve the water quality in Wascana Lake through the use of natural riparian shoreline improvements. The project plan including the design is complete with approval pending from the Department of Fisheries and Oceans. Construction is expected to continue in the fall. Further planning to launch additional projects involving ecological and reforestation infrastructure capital will take place in the new fiscal year.
- **Continue alignment with the Ministry of Central Services to develop and implement a long-term plan for Wascana Centre and Government House.**
Discussions with the Ministry of Central Services have occurred on shared responsibilities in regard to a long-term plan for design and maintenance of the formal flower beds at Government House. It was agreed that Provincial Capital Commission arborists and horticultural experts will provide the needed tree and flower garden work at Government House and Central Services will continue to provide the lawn maintenance. A collaborative approach ensures the work continues and a service level agreement will provide the increased process and overall clarity of responsibility. **Develop a long-term Master Plan for Government House and the Edwardian Gardens.** Preparations for the regularly occurring Wascana Centre Master Plan renewal has begun for 2021 including public consultation scheduled for completion in 2023. The Government House Master Plan will be completed in tandem with Wascana Centre’s processes and timelines.

Strategy

Improve business operations to optimize government assets and resources.

- **Review core business operations and service delivery to ensure efficiency and future sustainability.**

A review of current core services starting with ground maintenance and the impact to changing priorities. Discussions have taken place and planning underway to determine levels of service and resource requirements. Capital planning timelines and criteria work has been prepared for the 2020-21 fiscal roll out. Planning and research to review and develop a service revenue pricing matrix has begun. A full review of the Chart of Accounts to align the functionality of the organization has occurred to streamline and increase accountability in spending.

- **Collaborate with the Ministry of Central Services on the detailed design and construction of the Wascana Centre Maintenance Depot.**

The Ministry of Central Services is leading on this project with input from the Provincial Capital Commission. The finalized design will be complete in 2020-21.

- **Explore opportunities for strategic revenue generation.**

- Work has commenced on two revenue streams for Government House with one initiative allowing photographer access to specific areas of Government House. The other is to run day camps. A pilot mini-camp occurred in February 2020 at Government House with an evaluation and debrief to adjust for future camps.
- Work to determine service revenue pricing has begun. The Provincial Capital Commission is currently reviewing existing revenue generating activities for Wascana Centre in terms of rental spaces, possible events and programming initiatives. Planning and research to review and develop a service revenue pricing matrix will provide clarity on service and potential revenue.

- **Develop regulations, review bylaws and create policies while providing Board support.**

The Provincial Capital Commission has identified the need for regulations, a bylaw review and policy development capacity moving forward. With the change in ministry alignment from Central Services to Government Relations, this work has been assigned to the Policy Unit in Government Relations including Board Governance to assist with the resource gaps as a result of restructuring.

Strategy

Establish effective plans to tell our story and brand our services to increase public awareness.

- **Develop a strong and consistent strategic communications and marketing plan.**

Marketing plans were developed and implemented for Government House and Wascana Centre focusing on positive, proactive messaging on the programs, events and services provided by these two sites. The goals of the marketing plans were to strength the connection between the capital city and its citizens utilizing a blend of social media, engaging content and traditional advertising.

An overarching communications plan was also developed for the Provincial Capital Commission. The plan focuses on strengthening our internal communications messaging as well as managing emerging external issues facing the Provincial Capital Commission.

Major enhancements and updates were performed on the Wascana Centre, Government House and Provincial Capital Commission websites. New promotional material such as pop-up and flag banners were also produced for Government House and Wascana Centre.

Strategy

Maintain, restore and conserve heritage collections and places of significance for future generations.

- **Follow heritage preservation policy and procedures to achieve conservation best practices.**

Government House continues to follow heritage policy and procedures such as the railing project that was completed in September. The new railing exhibit titled, *The Accessible Stories Project*, was installed around the original railing of 1891 at Government House to ensure safety standards were followed. *The Accessible Stories Project* is breaking down accessibility barriers in the Amédée Forget Museum with the upgrade of this exhibit. The new safety railing was installed on the second floor of the museum to allow everyone a bird's eye view of the grand foyer. This exhibit also presents the story of Government House's heritage when it served as a convalescent home after the Second World War, and then as an adult education center known as Saskatchewan House. For a brief time, the building served as offices for the Saskatchewan Arts Board and it hosted the very first production of *The Trial of Louis Riel* in the ballroom.

The Forestry team with the Provincial Capital Commission follows best practices for tree care and preservation of the large mature tree canopy. This includes fungicide injections to the large elm tree population at both Wascana Centre and Government House on a three-year rotation for the prevention of Dutch elm disease. Insecticide injections to large significant ash trees throughout Wascana Centre and Government House are applied to protect against Emerald Ash Borer, a listed invasive species. Best practices in tree protection during construction to minimize damage to the large mature trees throughout both sites is prescribed. The Horticulture team is also preserving the Edwardian Garden Design to the formal beds at Government House to include plant material specific to the Edwardian garden theme.

- **Create consistent digital documentation to inventory heritage collections and places of significance within the Provincial Capital Commission.**

A Heritage Collections Assistant was hired to inventory the Government House collection which includes over 10,000 artefacts. Work has been done to catalog, assess the condition and research the artefact for the collection. The Collections Assistant has trained four volunteers to assist with this work. Approximately 500 items have been catalogued which is approximately 5% of the collection.

To date staff have collaborated and combined data including photos, wording, and information for each individual monument within Wascana Centre. The next steps are to create an Esri GIS (mapping software) map that shows where each of the monuments are located. This map will continue to be updated. This map will also serve as a database that can show, just by clicking on an individual monument, the exact information and/or images associated with the specific monument or memorial. The information will allow staff to easily reference each piece with regards to any inquiries, updates or changes moving forward.

Strategy

Protect and enhance the ecological integrity and natural beauty of Provincial Capital Commission lands and assets.

- **Increase ecological programming to connect citizens to nature and their Capital City.**
Working with the Ecologist, the Provincial Capital Commission identified a new program to complement the successful and popular *Junior Naturalist Program* and *Wascana Homeschool Environmental Education Program* (WHEEP). Aligning with the provincial curriculum and working with educators' requests, the Ecologist identified a need for a climate change focused program that will allow educators to expand in-class teachings.

Additionally, two new programs will be starting in the fall of 2020 as the planning work has occurred. *Big Bird Little Bird* is a nature program targeted for families. Adults join along with their younger children to learn about nature in an engaging, hands-on approach to nature-based learning.

Sprouts is a plant-based outreach program targeted at grade three curriculums where four classes from two schools are provided with germination kits for native trees, wildflowers and grasses in January-February. Our experts will guide them on how to grow their own plants in the classroom using their kits, offering assistance during the growing period. Classes were to visit Wascana Centre for a Plant Life program, a tour of the greenhouse and be able to plant what they grew in their classroom, however, due to COVID-19 restrictions, schools were unable to participate. Two schools are scheduled for the 2020-21 launch of the Sprouts Program.

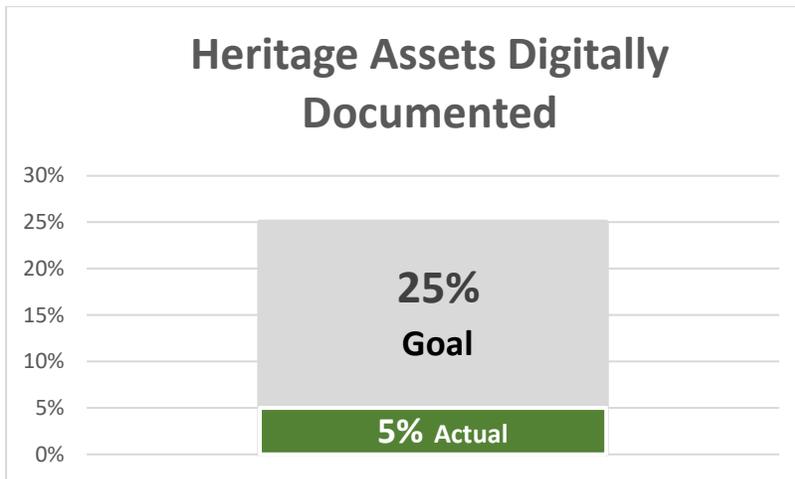
- **Develop a strategy for urban forest renewal and maintenance of Provincial Capital Commission lands and gardens.**
A five-year plan is being developed for tree planting, operations in the tree nursery, and a five-year plan for the tree pruning program to follow best practices for root growth and tree health in tree and shrub beds by planting alternative plant material instead of the common practice of rototilling for weed maintenance. This practice has many benefits like serving as pollinator gardens to promote the success of pollinator insect species, reduce or eliminate weed maintenance and increase the life expectancy of the tree canopy throughout Wascana Centre and Government House. As well, several integrated pest management plans are in place throughout our sites including the greenhouse operations. Horticulture and forestry staff will offer their expertise in the care and maintenance of the gardens throughout Wascana Centre and Government House.
- **Collaborate with the Ministry of Central Services on the Irrigation Replacement Project within Wascana Centre.**
The first phase of the irrigation project is now complete and the second phase has been approved through the Ministry of Central Services for an irrigation base capital infrastructure investment. Further capital planning is being done to understand the Ministry of Central Services criteria of how base capital projects are selected to inform and increase project selection moving forward within the sites the Provincial Capital Commission manages.
- **Implement and construct the East Edwardian Gardens at Government House.**
Working with the Ministry of Central Services, the design review of the parking lot project has been completed with construction to begin by start of July. The parking lot will provide 113 parking stalls and eight handicap accessible parking stalls to accommodate events and programming at Government House. This base capital project will be paid for by Central Services but beautification and outdoor community use capital would be the responsibility of the Provincial Capital Commission in the future.

Performance Measure Results

Percentage of Heritage Assets and Collections Digitally Documented

Digitally document 25% of the heritage assets and artifacts included in the Government House collection.

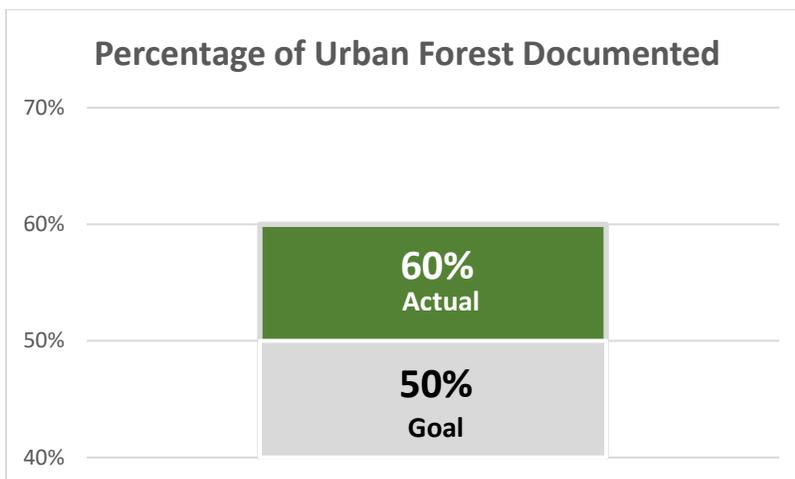
A Collections Assistant started at Government House in October 2019 to identify, research, assess quality and digitally document the collection resulting in a 5% completion or just over 500 items. In January, four volunteers were trained to assist with this process to increase productivity, however, we fell short of our target for this fiscal year.



Percentage of Urban Forest

Digital documentation of the tree diversification and garden spaces in Wascana Centre and at Government House and Edwardian Gardens, overall capturing 50% of the total inventory.

Our Forestry team was able to surpass its target this fiscal year collecting information about the tree canopy at both Wascana Centre and Government House. Information captured in the inventory includes the tree or shrub description, location, age including photos, Latin names, attributes, dendrology, growth habit and more.



Efficient Process for Maintenance Administrative Services

Conduct a value stream mapping exercise with the Ministry of Central Services to review and improve the maintenance administrative processes for Wascana Centre.

A value stream mapping exercise was not completed because a different approach was taken to improve the administrative processes including the creation of maintenance standards and timelines as well as land mapping to identify priority areas. Work has also begun to develop a formal service level agreement with the Ministry of Central Services.

Progress in 2019-20

Organization Goal 2

Government Goals



Organization Goal

Citizens feel pride and connection to the Capital City.

Strategy

Develop innovative partnerships to create collaborative programming and service delivery.

Key Actions

- **Deliver high quality educational experiences to promote the Capital City as the seat of government.**

The Charles Knight Youth Mentorship Program was held in May where 32 students from 8 northern communities visited Regina. This program aims to educate students on post-secondary opportunities, careers in the public service and teaches them our democratic system of government, and the history of the province. The students met with the Lieutenant Governor, Cabinet Ministers, MLAs, government officials and participated in a mock parliament in the Chamber with the Speaker of the Legislative Assembly. The students toured the Legislative Building, Government House, University of Regina, First Nations University of Canada, Saskatchewan Polytechnic-Regina Campus and the Royal Canadian Mounted Police Depot Division. Students are flown and/or bused in and housed in the University of Regina Residence. The year 2019 marked the tenth anniversary of this program offered through the Provincial Capital Commission.

A Day in the Legislative Assembly was held in November with 37 Grade 8 students attending from two different Regina schools. This is a non-partisan, educational program that aligns with Grade 8 curriculum and provides students an insider's view of the Legislative Building and our democratic system of government. Students are introduced in the House, watch Question Period, and are invited inside the Chamber to take part in a panel session as members explain their roles in the Legislative Assembly. Hosting the panel is the Speaker of the Legislative Assembly with our Minister, an Opposition MLA and the Clerk of the Legislative Assembly. Typically, this program runs twice per year but unfortunately we were unable to have this event in March due to teacher availability.

Additionally, Government House partnered with Visitor Services in the Legislative Building to pilot a program called *Bill-ding Laws*, where students have an opportunity to learn about the passing of a bill and becoming law. This year seven classes of Grade 8-10 students ran through the process of drafting a bill, met their MLA before visiting Government House to learn about Royal Assent and the participation of the Lieutenant Governor in the democratic process. This program was a success as positive feedback was received by educators. There are plans to adapt and expand the program in future years.

During the year there were over 4,000 students who visited Government House and participated in various programming; learning about the Victorian era and Government House, the role of the Lieutenant Governor and our rich provincial history.

- **Organize and promote public activities and events that ensure the Capital City is a source of pride.**

Several initiatives were highlighted in Wascana Centre this year including events like Wascana Centre's Pumpkin Way which encouraged families to bring their pumpkins to the lake edge to light up the pathway; Outdoor Movie Night in the Park; Fat Bike demo; a Cross-Country Ski Family Weekend; the popular *Snoga in Wascana* which has individuals dressed warm doing yoga movements; Music Video Skate Night; *Wascana Spooktacular* and *Christmas in Who-scana-ville*. The return of Thursday's in the Park which ran from June to August featured family friendly events with partners such as Royal Saskatchewan Museum, Saskatchewan Science Centre, Regina Public Library, District 3 Mystery Mansion, Evolution Fitness, Bodhi Tree Yoga and many more. These events, as well as additional boat tours brought over 4,000 people to Wascana Centre and received national level media coverage.

As well, despite COVID-19, both spring and fall sessions for *Junior Naturalists* and *Wascana Homeschool Environmental Education Program (WHEEP)* was delivered through 85 school programs, 21 ecology presentations and nature walks as well as two seasonal public events.

Overall, we engaged:

- 2,520 through school programming
- 126 Junior naturalists and WHEEP
- 675 presentations and walks
- approximately 1,450 people at the *Spooktacular* and *Who-scana-ville* events.

Additionally, Government House implemented new first person tours and started garden tours and programming that incorporated ecology and horticulture activities. Government House also started Saturday afternoon drop-in programs for children and hosted their annual *Bump in the Night* event and the *Old-fashioned Victorian Christmas*. These events and initiatives lead to an overall increase in visitation of 6.5% year over year.

Continued meeting with our "Partners in the Park" to identify areas of focus. Meetings were held and included Tourism Regina, Royal Saskatchewan Museum, Conexus Art Centre, Saskatchewan Science Centre, MacKenzie Art Gallery and Legislative Services. A number of initiatives were discussed, including wayfinding signage throughout Wascana Centre. This project will be actioned by the Provincial Capital Commission in 2020. Canada Day grants were provided to both the Regina Canada Day Committee to support celebrations in the Capital City and the Lieutenant Governor's Office for their Canada Day festivities. Sponsorship funding was provided to *Waskimo*, however, their events were postponed until 2021.

- **Provide new visitor experiences at Wascana Centre and Government House to increase visitation and awareness to the Capital City.**

2019-2020 was the first year of Wascana Centre's Winter Initiative. This initiative was to encourage people to visit the park and stay active during the 'off-season' months. Programming included a variety of things to do and partnerships. Partnering with Bodhi Tree Yoga, Wascana Centre offered "snoga", yoga in the snow, three times throughout the winter and was one of our most popular offerings. Two Cross Country Ski Weekends were held in Wascana Centre which offered ski rentals out of Wascana Place through Fresh Air Experience. As well, Regina Ski Club offered free lessons to children on the track by the Saskatchewan Science Centre. People could also partake in free fat bike rentals over a weekend through a partnership with Western Cycle. And lastly an Outdoor Movie Night, showing Cool Runnings, and a Music Video Skate Night, were programs where families could enjoy the outdoors while taking in a unique winter experience. The *Wascana Centre Winter Initiative* will develop in 2020-21 to offer a skating rink on the West Lake that will be open to the public throughout the winter season.

Other new programming we offered this year was our first annual *Pumpkin Lane* where citizens of Regina were encouraged to bring their pumpkins to Walter Scott Way for one last showing of everyone's spooky Jack'O'Lanterns. The event was well attended and we are excited to offer this again in the future. All pumpkins were composted by Wascana Centre immediately following the event as part of our green initiatives commitment.

During the summer of 2019 guided walking tours were offered through Wascana Centre which were led by our Visitor Experience Hosts. The walks were free, and varied in length and content. These walks were offered through walk-ups or booked experiences.

The summer of 2019 *Thursday in Wascana* continued for its second year and was widely popular. Partnering with businesses and groups like Bodhi Tree Yoga for yoga in the park, District 3 for escape puzzles, Government House for croquette on the lawns, and many more. One of the most popular experiences is always the walk-on boat tours.

Government House conducted hourly tours this past summer season to provide a more engaging experience to the visitor and to provide the service in English and French. Government House implemented new initiatives such as the *Sensory Santa Program* that provided children with autism the opportunity to visit with Santa in a quiet and calm environment. Government House also introduced new programming during Family Week in February for children ages 4-10 where registration was free for themed activities each day. This program was so popular that registration was completely full. Also new was Government House's celebration for Commonwealth Day on March 9, 2020 where the founding president of the Royal Victorian Order Association of Canada and President of the Institute for the Study of the Crown in Canada presented on, "The Queen and the Commonwealth". There was also the official launch of a new temporary display titled, "A Shared Link to the Crown" by the South Saskatchewan Branch Monarchist League of Canada and the United Empire Loyalists' Association of Canada, Saskatchewan Branch. In March, Government House celebrated Genealogy Day by having the Regina Genealogy Society present on, "How you can trace your ancestors" and the day ended with a performance and workshop on learning to Irish Dance from the Blakey Irish Dance School.

The feature exhibit at Government House this year was an in-depth look at the impact the Government House Head Gardener and eventual provincial landscape architect, George Watt. Watt had a large impact in developing what our city and province looks like today as he was the horticulturalist of both Provincial Capital Commission sites, Government House and Wascana Centre, in the late 1800s.

Another new initiative at Government House was implementing programming that complimented the art exhibits displayed quarterly in the QEII Gallery. This exhibit educated visitors while supporting local art and culture. One artist, Brandi Perkins, entitled her art exhibit, “Fluid Movement” and in collaboration with the Government House Historical Society, Government House held art workshops taught by the artist for participants to learn the alcohol ink medium. The workshops were filled up immediately after being advertised.

- **Develop a strategy to identify and create outdoor educational spaces.**

A conceptual design has been completed for outdoor educational spaces to include investments in the Habitat Conservation Area and Display Ponds, bandstand site upgrades, orchard site development and bee integration infrastructure in conjunction with a pollinator garden to promote healthy environmental balance. These initiatives have been identified as a priority for the Provincial Capital Commission and is being invested in through surplus funding allocated to support these projects in 2020-21.

- **Utilize continuous improvement tools to evaluate program effectiveness and achieve efficiencies.**

Implementing a venue management system “Event-Pro” linked the booking and rental operations at Wascana Centre to Government House. The project links the two Provincial Capital Commission sites to share their booking availability but was paused due to network connection issues at Wascana Place. However, training was completed by staff that would be accessing the software to streamline event bookings to better serve the public. There is still a need to increase the speed of the program and staff are working with the Information Technology Division with the Ministry of Central Services, and our internet provider to identify and correct the connectivity issues.

Strategy

Ensure programs and services are accessible to all.

Key Actions

- **Enhance the Provincial Capital Commission website to host information on programs and services to foster a vibrant and connected Capital City.**

The Provincial Capital Commission website was enhanced to include information about the Board of Directors including photos and biographies, as well additional information was added to include Board meeting summaries, land use regulations including: *Land Use and Development Policy*; *Proponent Development Checklist*; and the *PCC Development Process Review Framework* to provide transparency and inform the public of process development procedures. Additionally, a “feedback” button was added to ensure a connection to the public was available.

- **Review programs and services to ensure relevancy and accessibility.**

The Provincial Capital Commission is constantly reviewing programming at both Wascana Centre and Government House to ensure relevancy and uptake by educators and citizens. Government House conducts visitor surveys during the busy summer months and after events and school programming throughout the year. Based on feedback, changes are evaluated and implemented if possible. In March, Government House installed signage that says “Welcome” in 26 different languages, including the eight Indigenous and three Michif languages of Saskatchewan. Wascana Centre will have the same welcome in the 26 most spoken mother-tongue languages of this province’s citizens at Wascana Place in the coming year. The Provincial Capital Commission is striving to be relevant to diverse populations to ensure visitors feel welcome when visiting both of its national level tourism sites.

- **Develop appropriate wayfinding systems to assist the visitor within Wascana Centre.**
Z-Card maps of Wascana Centre (which fold to fit inside your pocket) were designed and printed to provide visitors with information on tourism entities, monuments, memorials, play structures, picnic areas, washrooms and many other sights of interest. This mapping is also available on the Wascana Centre website. A plan to develop outdoor wayfinding signage and digital apps throughout Wascana Centre has been initiated with anticipated first phase of improvements in 2020.

Strategy

Improve the safety and wellbeing of citizens and property within Wascana Centre.

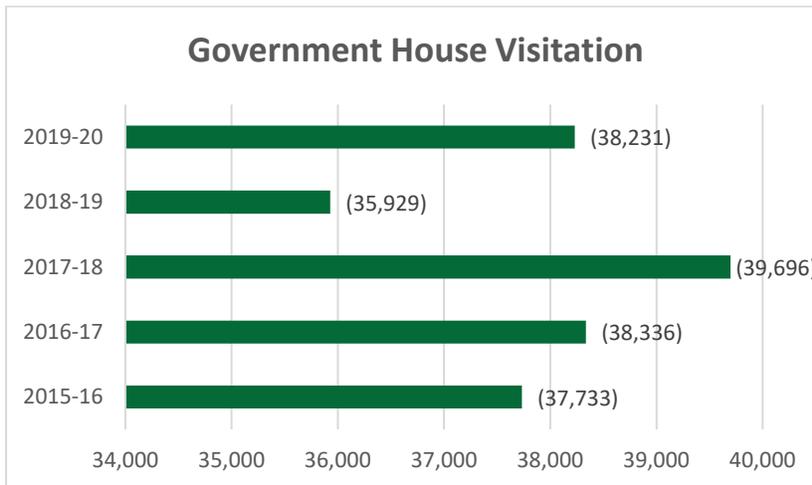
Key Actions

- **Review the Security and Enforcement Branch by hiring additional Constables to support visitor safety within Wascana Centre.**
Completed an extensive review of the entire security and enforcement service model with the Ministry of Justice and the Public Service Commission to determine an efficient and effective safety model in Wascana Centre.
- **Educate, prevent and enforce all applicable laws and bylaws governing Wascana Centre.** During the summer season, Wascana Centre had a security presence patrolling the park that resulted in a reduction of vandalism occurrences, proactive visitor engagement and enforcement of appropriate bylaws and traffic violations.

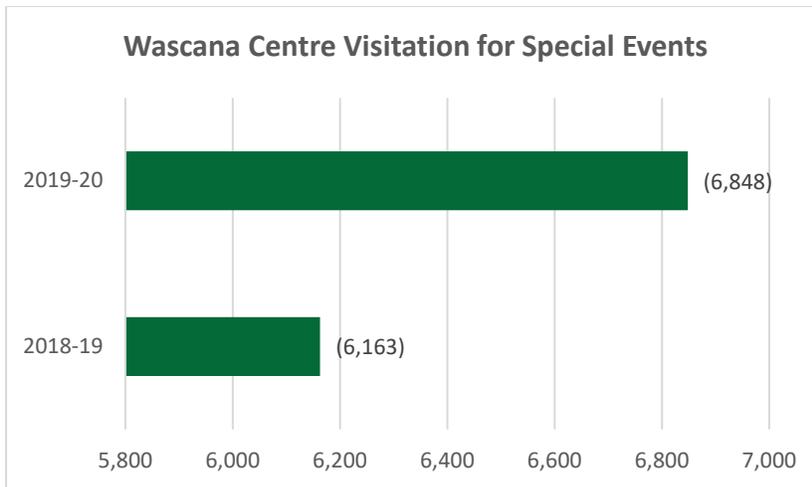
Performance Measure Results

Visitation Numbers

Determine the number of visitors attending public events and programming, including educational programming for students, to identify growth opportunities and future direction.



The Government House visitation numbers include the Lieutenant Governor’s planned activities as a tenant to the facility, Government House Historical Society events, museum and garden visitors, as well as school programming and planned events by staff.



The Wascana Centre Visitation numbers include public events created by staff, school programming, boat tours, and the visitor information kiosk at Wascana Place. Additionally, 286 community events took place in Wascana Centre throughout the year. The quantitative data of these community events has not been displayed here.

Visitation Satisfaction

Track and collect data regarding visitor satisfaction at public events, visitor experiences and educational programming.

At Government House over 90% rated their overall experience “excellent.” Additionally, school programming surveys are completed after each program and changes are implemented where feasible based on that feedback.

Some of the comments from the surveys at Government House read:

- “We’ve been here (Government House) several times, and each time I come, I learn something new. This tour was well done.”
- “Awesome tour of the government house, definitely coming back.”
- “Thank you! Beautiful building highlighting some of Saskatchewan’s history.”

Over 600 surveys were completed at Wascana Centre during the year and from the data learned that over 63% of people came to either run, walk or bike. Over 25% were visiting an attraction like the Saskatchewan Science Centre, Royal Saskatchewan Museum or the MacKenzie Art Gallery.

Some of the comments from the Charles Knight Youth Mentorship Program:

- “Overall experience was awesome. I learnt a lot and gives hope for after high school.”
- “Really enjoyed the message the First Nations University of Canada tour guide was passing on to the students. They delivered an excellent tour of the building and managed to connect with many of the students.”

Message from student participating in A Day in the Legislative Assembly:

- “I really enjoyed it. I’ve never been to the Legislative Building before but I really liked going around the building and learning something new. Good job!”

Visitor Safety

Citizens feel secure and safe while enjoying Wascana Centre.

Additional staff were hired in 2019-20 to increase the staff complement, however, due to a number of human resource situations, an extensive review of the entire service model was completed and presented to the Minister, Cabinet and Provincial Capital Commission Board using the existing mandate from 2018. As a result, Labour Relations and the Public Service Commission, with the Provincial Capital Commission and the Ministry of Justice, are working toward a solution for the new year.

Progress in 2019-20

Organization Goal 3

Government Goals



Organization Goal

Foster a culture of integrity and innovation, strengthening employee engagement and commitment to excellence.

Strategy

Develop a cohesive and productive organization.

Key Actions

- **Create and implement an employee engagement action plan that includes work plans and job descriptions for all staff.**

The organization has completed Division/Branch work plans and individual work plans that all roll up to report to the goals of the overall Strategic Plan. Job descriptions are being completed as time permits. A Wellness Committee continues to provide staff with team building activities that encourage participation in a fun and safe work environment. In addition, multiple all-staff meetings occurred engaging employees in visioning exercising and seeking their input and feedback on communication strategies and opportunities. As well, the CEO visited all seven unique work sites for “informal” coffee breaks to listen and better understand their work and how it’s linked to the overall success of the organization. A culture of innovation is being encouraged and training and development emphasized to create pride in our work and commitment to excellence.

- **Create a safe environment for all employees by maintaining an optimal Provincial Capital Commission Safety Program.**

In 2019, our Safety Divisional Consultant initiated, procured, developed and integrated the digital *SiteDocs* safety management system for the Provincial Capital Commission. This system replaced a former database safety tracking system and streamlined process management. Additional hardware has been deployed to ensure all employees have access and use of the system. This has been supported by training, field assessments and ongoing monitoring. Rollout of the system occurred in the first part of January which continues as staff are added. Feedback from staff has been positive.

During the year, field specific tool box talks were developed based on recent incidents, issues raised by staff and local/provincial/national safety events. Initiated in late March, the development and communication of the “Safe at Work Safe at Home” safety information was provided for all staff.

As well, the Provincial Capital Commission's Divisional Safety Consultant participates in the investigation and documentation of incidents involving the public at Wascana Centre. During 2019-20, a Park Incident form was developed and implemented to track incidents with staff that were not injury related. Also, developed a site specific (for supervisors) and general orientation safety form and quiz, to ensure all new and returning staff were aware of and up-to-date on policies and procedures in Wascana Centre. In the first quarter, 95% of staff received orientation using the newly developed formats.

Using *SiteDocs*, the Divisional Safety Consultant is able to record safety training, certification and testing of personal protective equipment of all employees.

In the second quarter, improved policies and safety procedures were developed to uphold the WHMIS 2015 requirements and introduced to all employees working in Wascana Centre and Government House. The Provincial Capital Commission invests in appropriate hearing protection provided as per our fulsome hearing protection program.

During the COVID-19 pandemic, a well-prepared plan was developed in conjunction with the Business Impact Analysis which enabled a smooth transition to work from home. This transition also included information on how to create a safe work place at home.

- **Create and implement an Employee Recognition Program.**
Members of the Wellness Committee met several times throughout the year to create a formal employee recognition program that would be meaningful to the employees of our organization. The categories of recognition and nomination are: leadership; innovation, impact, safety and service excellence. The program will be rolled out in June 2020.
- **Develop and implement a staff communication plan as a result of the Employee Engagement Survey.**
A number of internal communications initiatives have been identified and implemented including a monthly video that highlights staff and activities at Wascana Centre and Government House to keep everyone informed of what is occurring across the organization. A number of all-staff meetings were held that provided information and opportunity for questions and answers. Results from the Employee Engagement and Culture Survey were shared, and information collected on how to tell our story.
- **Develop and implement a training and development plan that supports all employees as a result of the Employee Engagement Survey.**
As a result of the Employee Engagement and Culture Survey, a Learning, Training and Development committee was struck. The Committee met twice but did identify its main objectives were to provide a continuous place of learning; support career growth; invest in our people; and create teambuilding opportunities.

During the year our committee arranged for the course, *The Role of the Public Servant*, offered by Johnson Shoyama School of Public Policy, to be provided to all PCC staff. The one-day workshop provided an introduction to the unique role on how government has a significant impact on the structure and function of government ministries and crowns; its influence on the process of decision making and accountability in the public sector; and it provided practical tools to use when engaging in policy design, implementation and the familiarization with the policy cycle and how it links to other cycles.

Working with the Provincial Capital Commission Safety Divisional Consultant, offered a two-day Mental Health First Aid (MHFA) Basic course provided by Mental Health Commission of Canada on January 16 and 17 to PCC Directors, managers, supervisors and Central Services field employees. MHFA Basic focused on the four most common mental health disorders including substance related, mood related, anxiety and trauma related, and psychotic disorders. Participants who completed the course earned a certificate and are prepared to interact confidently about mental health with their family, friends, communities, and workplaces.

As well, working with the Safety Divisional Consultant, the Provincial Capital Commission hosted a noon hour Canadian Mental Health Association introductory presentation entitled, Mental Health and the Workplace, to all staff and Central Services field employees in December 2019.

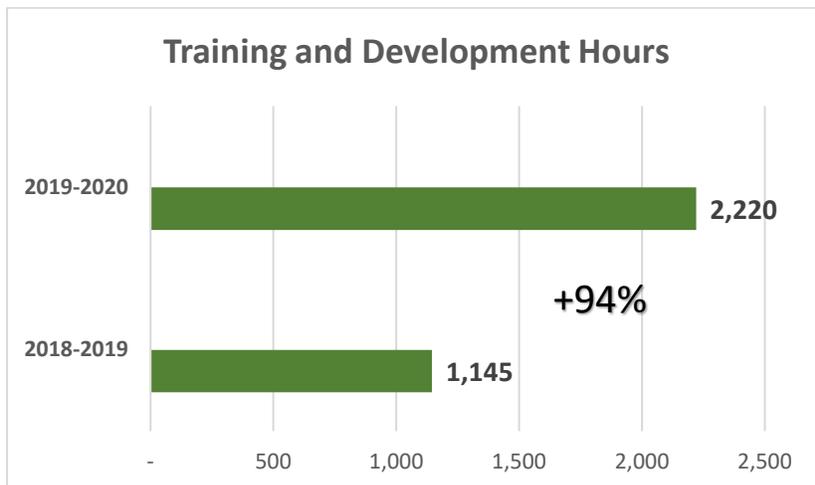
- **Create a committee that supports innovative ideas for the Provincial Capital Commission as a result of the Employee Engagement Survey.**

A committee was struck that included Provincial Capital Commission and Central Services employees to encourage innovative ideas to serve the Provincial Capital Commission's sites. A survey was developed to generate ideas and short, medium and long-term goals were set. A roll-out of the work completed to date will occur in the coming months.

Performance Measure Results

Training and Development

Based on the baseline of 2018-19, increase the number of training, learning or development hours by 10%.



Financial Summary

Additional financial information can be found in the Government of Saskatchewan Public Accounts located at <https://publications.saskatchewan.ca/#/categories/893>

PROVINCIAL CAPITAL COMMISSION

FINANCIAL STATEMENTS

March 31, 2020

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL STATEMENTS

The accompanying financial statements of the Provincial Capital Commission have been prepared by management in accordance with Canadian public sector accounting standards. This responsibility includes selecting appropriate accounting policies and making objective judgements and estimates affecting the measurement of transactions.

In discharging its responsibilities for the integrity and fairness of financial statements and for the accounting systems from which they are derived, management maintains the necessary system of internal controls designed to provide assurance that transactions are authorized, assets are safeguarded and proper records are maintained.

The Board of Directors is responsible for overseeing the performance of management's financial reporting responsibilities and for the approval of these financial statements.

The Provincial Auditor of Saskatchewan audited the financial statements; their report follows.



Monique Goffinet Miller
Chief Executive Officer
Provincial Capital Commission



Chuck Fink, CPA, CMA
Manager, Financial Services,
Ministry of Government Relations

INDEPENDENT AUDITOR'S REPORT

To: The Members of the Legislative Assembly of Saskatchewan

Opinion

We have audited the financial statements of Provincial Capital Commission, which comprise the statement of financial position as at March 31, 2020, and the statement of operations and accumulated surplus, statement of changes in net financial assets and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Provincial Capital Commission as at March 31, 2020, and the results of its operations, changes in its net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of Provincial Capital Commission in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards for Treasury Board's approval, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing Provincial Capital Commission's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Provincial Capital Commission or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Provincial Capital Commission's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Provincial Capital Commission's internal control.



- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Provincial Capital Commission's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Provincial Capital Commission to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control identified during the audit.

A handwritten signature in black ink that reads "Judy Ferguson".

Regina, Saskatchewan
June 18, 2020

Judy Ferguson, FCPA, FCA
Provincial Auditor
Office of the Provincial Auditor

Provincial Capital Commission

Statement of Financial Position

As at March 31, 2020

	<u>2020</u>	<u>2019</u>
Financial assets		
Due from General Revenue Fund (Note 3)	\$9,199,700	\$8,842,321
Cash	300	300
Accounts receivable	65,012	45,166
	<u>9,265,012</u>	<u>8,887,787</u>
Liabilities		
Accounts payable and accrued liabilities	613,813	940,893
Unearned revenue	24,188	23,813
	<u>638,001</u>	<u>964,706</u>
Net financial assets	<u>8,627,011</u>	<u>7,923,081</u>
Non-financial assets		
Tangible capital assets (Schedule 1)	3,194,952	3,427,164
Prepaid expenses	6,659	2,507
	<u>3,201,611</u>	<u>3,429,671</u>
Accumulated surplus	<u>\$11,828,622</u>	<u>\$11,352,752</u>

Contractual rights and obligations (Note 5)
See accompanying notes to the financial statements.

Approved by the Board:

Member  _____

Member  _____

Provincial Capital Commission

Statement of Operations and Accumulated Surplus

For the year ended March 31

	2020 Budget	2020	2019
	(Note 9)		
Revenue			
Grants			
Government of Saskatchewan – Ministry of Central Services	\$7,118,000	\$7,118,000	\$7,118,000
City of Regina	2,119,000	2,119,000	2,119,000
University of Regina	799,700	800,000	799,700
City of Regina – Capital grant	600,000	600,000	600,000
Service revenue	850,000	566,247	780,627
Rental revenue	236,000	208,115	222,981
Development and application fees	6,800	-	6,800
General donations	10,000	23,180	9,632
Interest	105,000	127,779	116,937
Miscellaneous	10,000	17,419	10,717
	11,854,500	11,579,740	11,784,394
Expense			
Salaries and benefits (Note 4)	5,207,573	5,211,792	4,462,746
Contractual services and materials (Note 4)	4,883,694	2,987,790	2,391,636
Accommodation - GH, Conexus, Territorial	2,120,000	2,371,390	2,120,002
Amortization	6,148	232,212	232,212
Accommodation - Wascana Centre, Utilities (Note 10)	501,229	300,686	276,468
Loss on Disposal	3,415,000	-	-
	16,133,644	11,103,870	9,483,064
Surplus (deficit) for the year	(4,279,144)	475,870	2,301,330
Accumulated surplus – beginning of year	11,352,752	11,352,752	9,051,422
Accumulated surplus – end of year	\$7,073,608	\$11,828,622	\$11,352,752

See accompanying notes to the financial statements.

Provincial Capital Commission

Statement of Changes in Net Financial Assets

For the year ended March 31

	2020 Budget	2020	2019
	(Note 9)		
Net financial assets – beginning of year	\$7,923,081	\$7,923,081	\$5,369,604
(Deficit) Surplus for the year	(4,279,144)	475,870	2,301,330
Loss on Disposal of capital assets	3,415,000	-	-
Amortization	6,148	232,212	232,212
Use (purchase) of prepaid expenses	2,507	(4,152)	19,935
Net financial assets – end of year	<u>\$7,067,592</u>	<u>\$8,627,011</u>	<u>\$7,923,081</u>

See accompanying notes to the financial statements.

Provincial Capital Commission

Statement of Cash Flows

For the year ended March 31

	<u>2020</u>	<u>2019</u>
Cash provided by (used in)		
Operating activities:		
Surplus for the year	\$475,870	\$2,301,330
Amortization	232,212	232,212
(Increase) Decrease in accounts receivable	(19,846)	18,985
(Increase) Decrease in prepaid expense	(4,152)	19,935
(Decrease) Increase in accounts payable	(327,080)	573,308
Increase (Decrease) in unearned revenue	375	(3,662)
	<u>357,379</u>	<u>3,142,108</u>
Increase in cash	357,379	3,142,108
Cash and cash equivalents – beginning of year	<u>8,842,621</u>	<u>5,700,513</u>
Cash and cash equivalents – end of year	<u>\$9,200,000</u>	<u>\$8,842,621</u>
Cash and cash equivalents consist of:		
Due from General Revenue Fund	\$9,199,700	\$8,842,321
Cash	300	300
	<u>\$9,200,000</u>	<u>\$8,842,621</u>

See accompanying notes to the financial statements.

Provincial Capital Commission

Notes to the Financial Statements

For the year ended March 31, 2020

Note 1. Description of operations

On June 12, 2017 Bill 50 – Provincial Capital Commission Act (the Act) was proclaimed, establishing the Provincial Capital Commission (the Commission) as an incorporated agent of the Crown. The funding partners are the Government of Saskatchewan, the City of Regina and the University of Regina. The partners nominate members to the Board of Directors of the Commission whom are appointed by the Lieutenant Governor in Council.

The Commission's purpose is to:

- preserve and promote the history and culture of Saskatchewan and the importance of Saskatchewan's capital;
- assist in the development, conservation and improvement of the capital region in order that the nature and character of the seat of the Government of Saskatchewan may be in accordance with its provincial significance;
- organize, sponsor and promote public activities and events in the capital region to enrich the cultural and social fabric of Saskatchewan;
- administer and manage Wascana Centre, having regard to educational research and development opportunities, the advancement of the cultural arts, the improvement of recreational facilities and the conservation of the environment within Wascana Centre;
- promote the Legislative Building, Saskatchewan Centre of the Arts and Wascana Centre;
- coordinate, develop, promote and implement policies and programs related to special events and anniversaries to be commemorated within Saskatchewan's capital; and
- be responsible for the operation and management of Government House and the Territorial Building.

Under the Act, the Commission establishes a master plan for Wascana Centre and ensures all developments are consistent with the plan; approves all exterior improvements, including buildings, facilities and landscape; establishes bylaws; provides special services; and undertakes construction and maintenance within the boundaries of the Centre. Developments within the Centre such as buildings, roadways and landscaped areas are owned and are the responsibility of the titled landowner.

Note 2. Significant accounting policies

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards for provincial reporting entities established by the Canadian Public Sector Accounting Board. A Statement of Remeasurement Gains and Losses has not been prepared since the Commission does not have any remeasurement gains or losses. The following accounting policies are considered significant.

Revenue recognition

Government transfers are recognized as revenue in the period during which the transfer is authorized and eligibility criteria are met, except when and to the extent that the transfer stipulations give rise to an obligation that meets the definition of a liability.

Provincial Capital Commission

Notes to the Financial Statements

For the year ended March 31, 2020

Note 2. Significant accounting policies - continued

Revenue from the sale of goods and services are recognized in the period earned or received.

Tangible capital assets

Tangible capital assets owned by the Commission are recorded at cost less accumulated amortization. Amortization is provided on the straight-line basis over the following periods:

Buildings and land improvements	20 to 45 years
Water infrastructure	40 years
Heavy equipment	20 years
Equipment	10 years
Vehicles	10 years
Office equipment	5 years

Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Actual results could differ from the estimates.

Financial instruments – Recognition and measurement

All financial instruments are initially recognized at fair value. The Commission has the following financial instruments: due from General Revenue Fund, accounts receivable and accounts payable and accrued liabilities. The fair value of a financial instrument is the amount of consideration that would be agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act. The carrying amount of these instruments approximates fair value due to their short-term nature.

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

Note 3. Due from General Revenue Fund

The Commission's bank account is included in the Consolidated Offset Bank Concentration arrangement for the Government of Saskatchewan. The Commission earns interest on a quarterly basis, calculated on the Government's thirty-day borrowing rate and the Commission's average daily bank account balance. The Government's average thirty-day borrowing rate for 2020 was 1.72% (2019 - 1.54%).

Provincial Capital Commission

Notes to the Financial Statements

For the year ended March 31, 2020

Note 4. Expense allocations

Salaries and benefits	2020	2019
Commission staff:		
Executive Office & Planning	\$601,645	\$505,821
Government House	497,929	432,148
Horticulture	515,515	470,298
Forestry	587,876	511,516
Stewardship and Operations	344,778	185,459
Outreach and Visitor Experience	432,314	510,061
Security and Enforcement	292,040	-
	<u>\$3,272,097</u>	<u>\$2,615,303</u>
Contracted Staff – Ministry of Central Services		
Maintenance	\$1,814,754	\$1,756,080
Stewardship and Operations	124,941	91,363
	<u>1,939,695</u>	<u>1,847,443</u>
	<u>\$5,211,792</u>	<u>\$4,462,746</u>

Note 4. Expense allocations

Contractual services and materials	2020	2019
Core:		
Executive Office & Planning	\$405,510	\$267,366
Government House	201,509	159,836
Maintenance	739,849	874,070
Horticulture	49,879	53,189
Forestry	66,826	52,969
Stewardship and Operations	92,432	70,398
Outreach and Visitor Experience	155,883	166,358
Security and Enforcement	166,131	-
	<u>\$1,878,019</u>	<u>\$1,644,186</u>
Non-Core:		
Service fees	\$46,030	\$108,888
Development and Infrastructure Projects	1,063,741	638,562
	<u>1,109,771</u>	<u>747,450</u>
	<u>\$2,987,790</u>	<u>\$2,391,636</u>

Provincial Capital Commission

Notes to the Financial Statements

For the year ended March 31, 2020

Note 5. Contractual rights and obligations

The PCC has contractual rights for the next three years related to service and rental revenue as outlined in the table below:

	2020	2019
2020	\$163,539	\$30,881
2021	68,178	-
2022	-	-
2023 subsequent	-	-
	<u>\$231,717</u>	<u>\$30,881</u>

The PCC has contractual obligations for the next years as outlined in the table below:

	2020	2019
2020	\$89,624	\$76,361
2021	35,530	-
2022	15,413	-
2023 subsequent	30,360	-
	<u>\$170,927</u>	<u>\$76,361</u>

Note 6. Related party transactions

These financial statements include transactions with related parties. The Commission is related to the University of Regina, City of Regina and all Saskatchewan Crown Agencies such as ministries, corporations, boards, and commissions under the common control of the Government of Saskatchewan, as well as its key management personnel and their close family members. Additionally, the Commission is related to organizations where they have key management personnel and/or their close family members in common.

The Ministry of Central Services and Ministry of Government Relations provides certain administrative services at no charge to the Commission.

Major sources of grant funding are from the funding partners for landscape maintenance and operations. The Commission received \$7,118,000 (2019 - \$7,118,000) from the Government of Saskatchewan (Ministry of Central Services), \$2,119,000 (2019 - \$2,119,000) from the City of Regina and \$800,000 (2019 - \$799,700) from the University of Regina.

The Commission also received designated funding in the amount of \$600,000 (2019 - \$600,000) from the City of Regina for capital development.

Transactions with these related parties are in the normal course of operations and are settled on normal trade terms.

Provincial Capital Commission

Notes to the Financial Statements

For the year ended March 31, 2020

Note 6. Related party transactions - continued

Expense	2020	2019
Salaries and benefits	\$2,457,207	\$2,212,273
Contractual services and materials	1,748,354	1,423,968
Accommodation - GH, Conexus, Territorial	2,371,390	1,574,497
Accommodation - Wascana Centre, Utilities	247,535	164,857
	<u>\$6,824,486</u>	<u>\$5,375,594</u>

Note 7. Financial risk management policy

The Commission is exposed to various risks through financial instruments. The Commission's financial instruments and the nature of the risk which they may be subject to are as per the following descriptions

Credit risk

The Commission is exposed to credit risk from the potential non-payment of accounts receivable. The majority of accounts receivable are from funding partners and other related parties. Therefore, the credit risk on accounts receivable is minimal and no allowance for doubtful accounts has been set up.

Liquidity risk

Liquidity risk is the risk that the Commission will not be able to meet all cash flow obligations as they come due. The Commission manages its liquidity risk through monitoring projected and actual cash flows and accounts receivable management. As the Commission has sufficient cash on hand to meet all obligations, the risk is minimal.

Note 8. Pension plan

The Commission made contributions to a defined contribution plan (Public Employees Pension Plan) totaling \$210,705 (2019 – \$161,261) and are included in salaries and benefits in the Statement of Operations and Accumulated Surplus. The Commission's financial obligation is limited to making required payments to match the amount contributed by the employees for current services.

Note 9. Budget figures

The budget figures are presented for comparison purposes. The budget was approved by Provincial Capital Commission's Board of Directors on May 9, 2019.

Provincial Capital Commission

Notes to the Financial Statements

For the year ended March 31, 2020

Note 10. Comparative figures

Certain of the prior year comparative figures have been reclassified to conform with the current year's presentation. The expense line "Accommodation – Wascana Centre, Utilities" was presented as "Utilities" on the 2018-19 statements. The name was changed to better reflect the accommodations expenditures including utilities that were charged to PCC in addition to the Ministry of Central service charges.

Note 11. New Standards and Interpretations Not Yet Adopted

A number of new standards and amendments to standards issued by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada are not yet effective and have not been applied in preparing these financial statements. The following standards for governments will become effective as follows:

PS 3280 Asset Retirement Obligations (effective for fiscal years beginning on or after April 1, 2021), a new standard that replaces PS 3270 providing specific guidance on accounting for asset retirement obligations including landfills.

PS 3400 Revenue (effective for fiscal years beginning on or after April 1, 2022), a new standard providing additional guidance for exchange and unilateral (non-exchange) transactions

The Commission plans to adopt these new and amended standards on the effective date and is currently analyzing the impact this will have on these financial statements.

Note 12. Subsequent Events

The COVID-19 pandemic is complex and rapidly evolving. It has caused material disruption to businesses and has resulted in an economic slowdown. The Provincial Capital Commission continues to assess and monitor the impact of COVID-19 on its financial condition. The magnitude and duration of COVID-19 is uncertain and, accordingly, it is difficult to reliably measure the potential impact on the Provincial Capital Commission's financial position and operations.

Subsequent to year end the Commission's tangible capital assets (Schedule 1) will be transferred to the Ministry of Central Services at book value.

Provincial Capital Commission

Schedule 1 – Tangible capital assets

	Assets from Partners	Land	Buildings & Land Improvements	Water Infrastructure	Heavy Equipment	Equipment	Vehicles	Office Equipment	2020 Total	2019 Total
Cost										
Opening Balance	\$1	\$1,669,894	\$4,968,996	\$145,858	\$876,890	\$2,200,902	\$1,128,214	\$47,411	\$11,038,166	\$11,025,363
Transfers upon establishment	-	-	-	-	-	-	-	-	-	12,803
Additions	-	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	-	-	-	-
Closing Balance	1	1,669,894	4,968,996	145,858	876,890	2,200,902	1,128,214	47,411	11,038,166	11,038,166
Accumulated Amortization										
Opening Balance	-	-	4,237,110	99,186	777,531	1,516,289	945,771	35,115	7,611,002	7,365,987
Transfers upon establishment	-	-	-	-	-	-	-	-	-	12,803
Amortization	-	-	50,675	1,706	7,414	118,040	48,229	6,148	232,212	232,212
Disposals	-	-	-	-	-	-	-	-	-	-
Closing Balance	-	-	4,287,785	100,892	784,945	1,634,329	994,000	41,263	7,843,214	7,611,002
	\$1	\$1,669,894	\$681,211	\$44,966	\$91,945	\$566,573	\$134,214	\$6,148	\$3,194,952	\$3,427,164

**Provincial Capital Commission
March 31, 2020**

Salaries

Listed are payees who received \$50,000 or more for salaries, wages, honorariums, etc. and for pension and public sector benefits

AMUNDSON, JULIE E	50,267
BARR, DEREK H	57,633
COULTHARD, PATRICK W	115,593
CUDDINGTON, DONNA M	71,829
DEBERT, CHAD D.	76,281
EVANS, GARETH	60,221
GENSOREK, JASMINE	51,932
GOFFINET MILLER, MONIQUE V	129,813
HILL, ELIZABETH C	61,977
HNETKA, BRIE E	54,992
HOPE, LAUREN A.D.	55,864
JACOBSON, GWEN E	115,593
JEAN-MARIE, CHRISTENA T	74,886
LOSHKA, DEREK	50,199
MINISTER OF FINANCE-MINISTRY OF FINANCE	521,608
MORRISON, NEIL B	60,527
RASMUSSEN, BARBARA	51,846
REGNIER, LISA A	74,886
ROMULD, SARAH L	86,036
TATE, PAUL D	57,010
WEIR, STEVEN SCOTT	58,400
WHIPPLER, RYAN J	120,303

Goods/Services

Listed by payee are expenses of \$50,000 or more for the provision of goods and services, including travel, office supplies, communications, contracts, and equipment.

BMO PURCHASE CARDS-PROVINCIAL CAPITAL COMMISSION	282,653
MINISTER OF FINANCE-MINISTRY OF CENTRAL SERVICES	6,045,303
R & D PAVING & LANDSCAPING	57,166
REGINA POLICE SERVICE	67,227
REGINA, CITY OF	67,669
SASKPOWER CORPORATION	116,945
STREAMLINE CONTRACTING LTD.	60,650