

Welcoming Spaces

Improving Accessibility for Ethnocultural Community Groups in the City of Saskatoon

A Comprehensive Assessment and Recommendations for
the Accessibility of Community Rental Spaces



July 15th, 2024

Acknowledgements

On behalf of Immigration Partnership Saskatoon, we thank the many individuals who came together for this project for the benefit of our shared community.

We appreciate the time, efforts and valuable contributions of the University of Saskatchewan faculty for facilitating behind the scenes, City of Saskatoon staff for their support and willingness to share, and many more individuals whose efforts made this possible.

Finally, we share our deepest gratitude to the many members of the ethnocultural community organizations who generously shared their time, insights, and experiences during this engagement process. Your willingness to share your story has been invaluable in shaping this report.

We recognize the immense value that ECOs bring to our community. Your dedication to preserving cultural heritage, fostering community connections, and supporting newcomers enriches the social fabric of Saskatoon. We are committed to working collaboratively with you to create a more inclusive and accessible environment for all.

Thank you for your trust in sharing your stories and perspectives. We are honored to have had the opportunity to learn from you and are inspired by your resilience, passion, and commitment to building a stronger and more vibrant community together.

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Executive Summary

This report examines the challenges faced by ethnocultural community organizations (ECOs) in accessing rental spaces in Saskatoon and proposes recommendations to improve affordability, availability, and inclusivity. Through surveys, interviews, a group session, an inventory of existing rental facilities, and an environmental scan of best practices in other communities, a comprehensive understanding of the barriers and opportunities was developed.

Key Engagement Findings:

- **Affordability**
High rental costs and additional fees pose significant financial challenges for ECOs, particularly smaller and unregistered non-profits.
- **Availability and Accessibility**
Limited rental options, especially for larger groups requiring specific amenities, restrict ECO's programming. Barriers for people with disabilities and booking time constraints further exacerbate this issue.
- **Administrative Processes and Information Access**
Complex booking processes, lack of transparency, language barriers, and difficulty finding information hinders the rental process..
- **Cultural Sensitivity and Inclusion**
Catering restrictions, unpleasant experiences, and a lack of understanding of cultural norms create barriers for ECOs expressing their cultural identity.
- **ECO Support and Capacity**
Smaller organizations and unregistered non-profits face challenges in accessing financial support, organizational resources, and navigating bureaucratic processes.

To address these challenges, the report offers a comprehensive set of **recommendations** informed by the engagement, inventory, and environmental scan findings, including:

- **Financial**
Implementing subsidies, tiered pricing structures, and financial assistance programs to alleviate the burden of rental costs for ECOs.
- **Inventory and Accessibility**
Increasing the availability of rental spaces with diverse amenities, prioritizing accessibility for people with disabilities, and creating a dedicated free space for CSOs.
- **Administrative**
Streamlining booking processes, improving communication and transparency, offering language translation services, and providing culturally sensitive staff training.
- **Cultural Inclusion**
Revising catering policies to accommodate cultural food practices and fostering cultural understanding among venue staff.
- **ECO Support**
Establishing a network for ECOs, providing resources and training, and offering dedicated support services to help these organizations thrive.

By implementing these recommendations, the City of Saskatoon can foster a more inclusive and equitable environment for ECOs, enabling them to fully participate in community life, celebrate their cultural heritage, and contribute to the vibrancy of Saskatoon's diverse cultural landscape

1. Introduction

1.1 Project Background

This research project was undertaken to explore strategies for enhancing the availability and accessibility of community rental spaces for ethnocultural organizations in the City of Saskatoon. The project aligns with the City of Saskatoon's commitment to fostering an inclusive and welcoming community, as well as IPSK's goals of facilitating successful settlement and integration of newcomers.

The project involved extensive consultation with diverse stakeholders, including ethnocultural community groups and City staff, to identify existing challenges and explore potential solutions. The research also included an inventory of available spaces, a comparative environmental scan of other municipalities, and a series of recommendations for the City of Saskatoon.

1.2 Objective and Scope

This project was undertaken to identify options for the City of Saskatoon to make community spaces more available to ethnocultural community organizations.

This report focuses on identifying and addressing barriers to accessing rental spaces for ethnocultural community organizations (ECOs) in Saskatoon. The scope of the project includes:

- **Understanding the Needs of ECOs:** Gathering qualitative data through surveys, interviews, and a group session to gain insights into the specific challenges and needs of ECOs regarding rental facilities.
- **Identifying Barriers:** Analyzing the feedback received to identify key barriers to access, including issues related to affordability, availability, booking processes, cultural sensitivity, and support services.
- **Inventory of Existing Facilities:** Cataloging the existing inventory of rental facilities in Saskatoon to understand the current landscape and identify potential gaps.
- **Environmental Scan:** Conducting a desktop scan of best practices in other communities to gather information on potential solutions and innovative approaches to addressing similar challenges.
- **Developing Recommendations:** Formulating actionable recommendations based on the identified barriers, with a focus on policy changes, infrastructure improvements, and capacity-building initiatives to enhance accessibility and inclusivity for ECOs.
- **City-Owned Facilities:** While the project aims to address barriers across all rental spaces in Saskatoon, a particular emphasis is placed on understanding and improving access to city-owned facilities.

This clearly defined scope ensures a focused and targeted approach to addressing the specific challenges faced by ECOs in accessing rental spaces.

1.3 Interpretation

For the purpose of this report, please see the below definitions of commonly used terms:

Community spaces include any public or paid spaces that an organization has gained access to for meetings, gatherings, or events. The spaces can be indoor (i.e. school classroom), or outdoor (i.e. public park). The spaces can be accessed for a cost, or for free. The spaces could be used regularly (i.e. monthly meetings), or for a one-time event.

Ethnocultural community organizations (ECOs) include non-profit¹ groups based in Saskatoon whose members share a common cultural heritage, ethnicity, or nationality. These organizations play a vital role in supporting newcomer settlement and integration, preserving cultural traditions, and fostering a sense of belonging among diverse communities. ECOs can offer a wide range of programs and services, including language classes, cultural events, social gatherings, and advocacy initiatives. They serve as important hubs for social connection, cultural expression, and community building.

¹ ECOs can be registered non-profits, or informal non-profits.

2. Methodology

2.1 Community Rental Spaces Inventory

The first step of this research project was to develop a comprehensive inventory of potential community rental spaces in Saskatoon. This inventory was created through a multi-step process:

1. **Desktop Searches:** A systematic search was conducted using online resources and search engines. Search terms included various combinations of the following: "community spaces," "rental spaces," "meeting rooms," "event halls," "Saskatoon," and keywords associated with specific types of venues (e.g., "church rentals," "school rentals").
2. **Venue Contact:** In cases where information was limited or unclear online, follow-up contact was made with venues via phone or email to gather additional details.
3. **Data Collection:** Each identified venue was added to a spreadsheet database. The following information was captured for each space:
 - Category of Venue (e.g., community center, school, church, etc.)
 - Venue Name
 - Use (Specific purposes the space is suitable for)
 - Additional Space Information (descriptions of different rooms/spaces available)
 - Capacity
 - Cost (rental rates, hourly/daily/etc.)
 - Other Fees (cleaning fees, damage deposits, etc.)
 - Liability Insurance Requirements
 - Accepted Payment Methods
 - Booking Method (phone, email, online platform)
 - Booking Contact Information
 - Rates Published Online (yes/no)
 - Accessibility Information (wheelchair access, accessible parking, etc.)
 - Venue Address
 - Venue Email
 - Venue Phone Number
 - Contact Name (if available)
 - Venue Website Link
4. **Engagement Supplementation:** Information gathered during the engagement process with ECOs was used to supplement the inventory. Organizations provided insights into the spaces they currently use or have used in the past, adding to the overall dataset.

It is important to acknowledge that this inventory might not be exhaustive. Some venues that primarily advertise by word-of-mouth or have limited online presence might not be included. However, this inventory provides a strong baseline of readily available spaces and valuable information on rental practices.

2.2 Engagement

To gain qualitative insights into the challenges and experiences of ethnocultural community organizations in accessing rental spaces, a multi-pronged engagement approach was used:

1. **Survey Development:** A virtual survey was collaboratively developed with IPSK to gather initial data on current space utilization, preferred rental features, and challenges.
2. **Survey Distribution:** The City of Saskatoon's Diversity Consultant distributed the survey and an invitation to participate in one-on-one discussions via a confidential mailing list.
3. **Direct Outreach:** Due to limited initial response, IPSK provided contact information for relevant organizations, facilitating direct outreach by the researcher. The majority of engagement sessions were initiated via email, with a few contacts made by phone.
4. **One-on-One Discussions**
 - Format: In-depth discussions were conducted primarily over Zoom, with a few in-person sessions. Each session typically lasted approximately 45 minutes.
 - Guidance: The discussions were guided by questions from the survey, ensuring consistency while allowing flexibility to explore emerging themes.
 - Participants were all members in leadership positions for various ethnocultural community organizations based in Saskatoon.
5. **Group Session**
 - Format: An in-person group session was held on May 31st, 2024, to further explore the challenges and the proposed recommendations. The session included a presentation of preliminary findings, followed by facilitated discussion on participants' visions for the future, unidentified challenges, and an opportunity for participant feedback on the proposed draft recommendations. Detailed notes were taken to capture key themes and concerns.
 - Participants: The session included approximately 11 members in leadership positions from diverse ethnocultural organizations based in Saskatoon.
6. **Confidentiality & Consent:** Participants were informed about the purpose of the research and assured that responses would remain confidential and be used solely for the City's recommendation report. No names, organizations, or personal information are included.

7. **Honorarium:** As an incentive to participate, individuals who engaged in one-on-one discussions received a \$50 gift card.
8. **Timeline:** Engagement was initially planned for January and February 2024, but was extended until May 2024 to increase participation.

9. Engagement Synthesis

To streamline the analysis of qualitative data gathered from the engagement process, Gemini, a paid artificial intelligence model developed by Google, was employed. Gemini's natural language processing capabilities enabled identification and categorization of themes within the feedback provided by participants. This facilitated the quantification of key themes, such as the frequency of mentions of certain challenges or recommendations throughout engagement.

The model was provided with the key themes in Section 4.2 that were identified by the research team, with a sample of categorized data to demonstrate proper frequency identification and categorization for the model to replicate. Where the model was unsure of the category of if a mention took place, the research team individually reviewed each response to properly identify and categorize the data. The raw transcripts and notes of each engagement session was provided to the model to carry out the frequency count of each theme. The results generated by Gemini were then manually reviewed by the research team to ensure accuracy and consistency with the original data.

Example of Frequency Count Synthesis

To determine the frequency count for theme 1: "Affordability" the model reviewed the provided engagement notes, searching for both explicit mentions and implicit references to the following keywords:

- *High rental costs*
- *Difficulty accessing grants*
- *Barriers for people with mobility needs*
- *Financial barriers (especially for smaller groups)*

Each instance where one or more of these keywords were mentioned, either directly or indirectly through related discussions, was counted towards the total frequency.

For example, statements like "We cannot afford to rent spaces for our cultural events" or "The lack of subsidies makes it difficult for small organizations like ours" were included in the count, even if they didn't explicitly use the terms "affordability".

Furthermore, the model was provided with a detailed description of the theme found in section 4.2 that helped to contextualize the data and identify additional instances where the issue of affordability was underlying the participants' concerns. This broader interpretation of the theme allowed for a more comprehensive and accurate assessment of its frequency within the engagement data.

Limitations and Strengths of Engagement Methodology

Limitations

- **Reach:** While efforts were made to reach a diverse range of organizations, the reliance on existing mailing lists and direct contacts may have limited the scope of participation.
- **Representation:** The qualitative nature of this engagement provides rich insights, but the findings may not be fully applicable to all ECOs in Saskatoon.

Strengths

- **Direct Engagement:** The one-on-one format allowed for in-depth exploration of individual experiences and challenges.
- **Flexibility:** The semi-structured approach allowed for discussion of additional themes that emerged during sessions.

2.3 Environmental Scan

A total of **four Canadian municipalities** were selected based on the following criteria:

- The municipality's facility rental system includes best practices;
- The municipality has a similar population size (within 50,000 persons of Saskatoon's population according to the 2021 census) to Saskatoon or;
- The municipality has a relatively similar geographic location to Saskatoon and is also considered a "Prairie City".

Preliminary Scan

A preliminary scan of municipalities was first carried out to identify Burnaby, Kitchener and Vaughan. The following variables were utilized to identify these communities:

1. Canadian cities that have a similar population size to Saskatoon (within 50,000 persons) were identified using the 2021 Census from Statistics Canada.
2. A desktop scan on the municipal website of each City was performed to determine if there was information available on community rental facilities.
3. If such information was available, the municipalities were then researched further on their websites, examining policy and bylaws, and facility booking processes.
4. The municipalities chosen demonstrated best practices with their available information and policies regarding facility rentals through their respective municipal websites.

Calgary, AB was selected due to it being a "prairie city" and the cultural and physical similarities to Saskatoon. Including a "prairie city" was recommended by the project coordinator as there is a perceived similarity to Saskatoon. In the case of selecting Calgary, step 1 (above) was modified. Instead, the identified cities for the preliminary scan included the following municipalities due to their location in the three prairie provinces of Alberta, Saskatchewan and Manitoba:

- Edmonton, AB
- Regina, SK
- Calgary, AB
- Winnipeg, MB

The final four municipalities selected for the environmental scan were:

1. Burnaby, British Columbia
2. Calgary, Alberta
3. Kitchener, Ontario
4. Vaughan, Ontario

Table of Municipalities Considered in the Preliminary Scan

Municipality	Province	Population (2021 census)
Markham (map)	Ont.	338,503
Vaughan (map)	Ont.	323,103
Gatineau (map)	Que.	291,041
Saskatoon ³ (map)	Sask.	266,141
Kitchener (map)	Ont.	256,885
Longueuil ⁴ (map)	Que.	254,483
Burnaby (map)	B.C.	249,125
Windsor (map)	Ont.	229,660
Regina (map)	Sask.	226,404

Statistics Canada. Table 98-10-0002-01 Population and dwelling counts: Canada and census subdivisions (municipalities)
<https://www150.statcan.gc.ca/t1/tbl1/en/cv.action?pid=9810000201>

3. Community Rental Spaces Inventory

A comprehensive inventory of community spaces in Saskatoon was conducted to identify potential venues suitable for ethnocultural organizations.

The inventory, detailed in Appendix B, includes a wide range of spaces, from civic facilities and schools to places of worship, community halls, and private venues. Each entry provides information such as contact details, rental rates, capacity, amenities, and accessibility features.

This inventory serves as a valuable resource for ethnocultural organizations seeking suitable spaces for their events and activities.

Key Findings

- **Diverse Range of Spaces:** The inventory reveals a diverse range of spaces available for rent in Saskatoon, catering to various needs and budgets. However, a disproportionate number of the lower-budget spaces are places of worship with Christian origins, which may not be suitable or welcoming for all ethnocultural groups.
- **Affordability Concerns:** While some affordable options exist, many spaces, especially those with high capacity, are cost-prohibitive for smaller organizations or those with limited budgets.
- **Limited Availability:** Certain types of spaces, such as those with large capacities or specific amenities (e.g., kitchens), make up a limited number of spaces in the inventory and may have limited availability.
- **Accessibility Challenges:** Some spaces lack adequate accessibility features for individuals with disabilities.
- **Inconsistent Information:** The level of detail and information available online for each space varies significantly, making it difficult for organizations to compare options and make informed decisions.

The community space inventory provides a foundation for understanding the current landscape of rental options in Saskatoon. It can be used by ethnocultural organizations to identify potential venues, compare features and costs, and make informed decisions about where to host their events and activities. However, it also highlights the need for further efforts to improve the affordability, availability, accessibility, and diversity of community spaces to better meet the diverse needs of Saskatoon's ethnocultural communities, as well as the need for standardized and comprehensive information sharing across all venues.

4. What We Heard

4.1 Overview

The engagement phase of this project took place from January to May 2024 and involved a virtual survey, individual interviews, and a group session with ECO representatives. Additionally, consultations were held with current and former staff members of the Recreation and Community Development division at the City of Saskatoon.

The following section 4.2 summarizes feedback from ECO members, organized by themes. The themes identified in this summary table emerged directly from the engagement sessions with ethnocultural community organizations, highlighting their most pressing concerns and aspirations regarding access to community rental spaces.

Please note, the data collected from City staff is presented separately in section 4.3 and is not included in the thematic analysis.

"We are losing many people to other provinces, they don't feel like they belong to Saskatoon, they feel like it is maybe for other communities but not for me. That is what I want to bring out, access to services for many immigrants, for many black, Indigenous and people of colour."

- ECO Member

4.2 What We Heard from ECOs

This section highlights the voices and experiences of ethnocultural community members in Saskatoon regarding their access to community rental spaces. Their firsthand insights are invaluable in identifying the challenges and developing effective solutions. Conversations with these community members reveal a need for change to foster a more inclusive environment that supports cultural expression, community building, and social integration.

The table below summarizes the feedback gathered from ECOs throughout the engagement process. The themes listed in the left column emerged as common concerns shared by ECOs, identified through a combination of manual review and analysis facilitated by Google Gemini's language processing model.

The frequency count indicates how often each theme was mentioned across surveys, interviews, and the group session. This provides a quantitative measure of the prominence of each issue within the overall feedback. The accompanying comments illustrate the specific challenges ECOs face in accessing rental spaces and their aspirations for future improvements. The frequency counts were calculated from notes taken throughout the engagement process, which are not necessarily verbatim transcriptions. In some cases, the notes utilized are the research team's interpretation and summary of discussions. This is particularly relevant for the group session, where the volume of participants resulted in summarized notes capturing key points and conversations rather than a comprehensive transcript. Consequently, the frequency counts for the group session may under-represent the actual number of times a theme was raised.

Summary Table of Identified Challenges by Theme and Frequency

Theme	Frequency	Challenges
1. Affordability	24	High rental costs, additional fees (security, cleaning, deposits, etc.)
2. Availability and Accessibility	34	Limited rental options (especially for larger groups or specific needs), lack of spaces with specific amenities (e.g., kitchens, stages), difficulty booking during peak times, competition for popular dates, barriers for people with mobility needs
3. Administrative Processes and Information Access	10	Complex and inconsistent booking processes, lack of transparency and communication, language and cultural barriers
4. Cultural Sensitivity and Inclusion	8	Catering restrictions disallowing cultural food, unpleasant experiences with venue staff, lack of understanding of cultural differences
5. ECO Support and Capacity	16	Lack of support for smaller organizations, unclear policies, difficulty accessing grants, financial barriers for smaller/unregistered non-profits

Overwhelmingly, ECOs emphasized the need for more affordable and accessible rental spaces. High costs, limited availability, and complex booking processes pose significant barriers for many groups, particularly smaller organizations with limited resources. The lack of permanent spaces further compounds these challenges, hindering the ability of ECOs to establish a consistent presence in the community.

Beyond financial and logistical concerns, cultural sensitivity emerged as a critical factor. Restrictions on cultural food preparation, a lack of understanding of diverse practices, and negative experiences at venues have left many ECOs feeling marginalized and discouraged. Additionally, inadequate communication and information about rental options further exacerbate these issues.

The desire for dedicated spaces for cultural practices and events, child-friendly amenities, and government support programs underscores the importance of recognizing and valuing the unique needs of diverse communities.

Detailed Tables of Identified Challenges by Theme and Frequency

The following tables outline break down each theme into the challenge areas that were identified through engagement. The frequency of how many instances comments and feedback were mentioned by engagement participants is denoted in the Frequency column. The third column presents examples of specific challenges provided by engagement participants.

Theme 1: Affordability

Challenge Area	Frequency	Challenges
High rental costs	16	Venues are too expensive, with specific examples like TCU Place or Prairieland Park being mentioned. Participants highlighted the need for more affordable options.
Additional fees	8	Additional fees like security, cleaning, security deposits, and kitchen fees present further financial challenges for groups with limited budgets.
Impact of rising costs on cultural preservation	4	Increasing rental costs are making it difficult for ECOs to host cultural events and activities, hindering their ability to preserve and share their heritage.

The affordability of rental spaces emerged as the most pressing concern for ethnocultural community organizations (ECOs) in Saskatoon. Upwards of 20 individuals representing ECOs participated in the engagement process, and each individual stated that affordability is a critical issue to their respective ECO.

High Rental Costs

Participants consistently emphasized the financial strain caused by the high cost of renting venues in Saskatoon, with specific examples like TCU Place and Prairieland Park being frequently cited as cost-prohibitive, particularly for larger events that require significant space and resources.

Additional Fees

Participants also highlighted the impact of additional fees, such as security, cleaning, deposits, and kitchen charges, which further exacerbate the financial challenges faced by ECOs. These costs often force organizations to make difficult choices, such as scaling back their events, opting for less desirable venues, or even canceling events altogether.

The financial strain caused by high rental and additional fees not only impacts the frequency and scale of events but also hinders the ability of ECOs to preserve and share their cultural heritage. Participants expressed concerns that the rising cost of rentals is making it increasingly difficult to host cultural events and activities that are essential for maintaining their traditions and connecting with the wider community.

“There is a need for us to come together in-person.”
 - ECO Member

Theme 2: Availability and Accessibility

Challenge Area	Frequency	Challenges
Lack of Spaces with Specific Amenities	35	Need for kitchens, stages, child-friendly spaces, accessible features, and prayer rooms. Participants emphasized the need for kitchen access for preparing cultural food, child-friendly facilities like play areas and quiet rooms for nursing mothers, and ensuring accessibility for people with disabilities.
Booking Time Constraints	9	Difficulty booking during peak times, competition for popular dates, and the need to book far in advance.
Lack of Inventory	9	General lack of available venues, limited options for larger groups or specific events, and limited options for last-minute or impromptu gatherings.
Accessibility for People with Disabilities	3	Challenges accessing venues with stairs, narrow doors, or lack of elevators.

The availability and accessibility of suitable rental spaces emerged as a critical challenge for ethnocultural community organizations (ECOs) in Saskatoon.

Lack of Spaces with Specific Amenities

The most frequently mentioned concern within this theme was the lack of spaces with specific amenities, such as kitchens for preparing cultural food, stages for performances, child-friendly spaces to accommodate families, and accessible features for individuals with disabilities. Without these amenities, ECOs are often forced to compromise on the quality and inclusivity of their events, or to incur additional costs by renting equipment or hiring external services.

Booking Time Constraints

Participants described difficulties securing venues during peak times like holidays and weekends, as well as the need to book months in advance for popular dates. This lack of flexibility can disrupt event planning, limit spontaneity, and create additional stress for organizers.

Lack of Inventory

Participants consistently expressed frustration with the limited options available, particularly for events with specific requirements or during peak times. This lack of inventory not only restricts the types and sizes of events that ECOs can host but also contributes to the overall affordability issue, as high demand drives up prices.

Accessibility For People With Disabilities

Several participants highlighted barriers to accessibility for people with mobility needs. Venues with stairs, narrow doors, or lack of elevators present challenges for individuals with disabilities, excluding them from participating fully in community events and activities.

Theme 3: Administrative Processes and Information Access

Challenge Area	Frequency	Challenges
Complex and Inconsistent Booking Processes	5	Online booking systems are not user-friendly, unclear instructions, lack of staff support, inconsistency in booking processes across different venues, clerks not taking time to explain regulations to potential renters.
Lack of Transparency and Communication	3	Unclear policies, hidden fees, unexpected restrictions, difficulty obtaining information about rental spaces and rates, websites are not easy to navigate.
Language and Cultural Barriers	2	Difficulty understanding contracts, policies, and procedures due to language barriers and legal jargon, lack of culturally sensitive staff.

Administrative processes and accessing information emerged as a significant barrier for ECOs in Saskatoon.

Complex and Inconsistent Booking Processes

Participants described challenges with online booking systems, unclear instructions, and limited staff support. The inconsistency in booking procedures across different venues further exacerbated this issue, requiring ECOs to adapt to different requirements each time they sought to rent a space. This lack of standardization created confusion and added to the administrative burden for organizations.

Lack of Transparency and Communication

Participants cited unclear policies, hidden fees, and unexpected restrictions as barriers to securing suitable rental spaces. Specifically regarding municipal facilities, participants shared that rental contracts were not provided to potential renters until the space was booked. This process was later confirmed by City staff. This led to ECO members entering into the booking process without being aware of the specificities of the agreement. The difficulty in finding information about available spaces, rental rates, and booking procedures online or through other channels added another layer of complexity.

Language and Cultural Barriers

Participants with limited English proficiency faced difficulties understanding contracts and policies, leading to potential misunderstandings and miscommunications. Additionally, the lack of culturally sensitive staff at some venues created an unwelcoming environment and contributed to negative experiences for some renters.

Theme 4: Cultural Sensitivity and Inclusion

Challenge Area	Frequency	Challenges
Catering Restrictions	4	Restrictions on bringing in or cooking cultural food at certain venues.
Unpleasant Experiences with Venue Staff	2	Staff perceived as insensitive or unwelcoming to ethnocultural groups due to lack of cultural awareness and understanding.
Lack of Understanding of Cultural Norms	3	Implicit references to the need for venues to better understand and accommodate diverse cultural practices, traditions, and sensitivities.

The theme of cultural sensitivity and inclusion emerged as a significant concern for ethnocultural community organizations in Saskatoon that limits ECO’s ability to utilize spaces or reflect their culture.

“You cannot present your culture the way you want”

- ECO Member

Catering Restrictions

Many ECOs expressed frustration with venues that prohibit bringing in or cooking cultural food, as this limits their ability to share their culinary traditions and fully express their cultural identity.

Unpleasant Experiences with Venue Staff

These experiences ranged from perceived insensitivity and unwelcoming behavior to outright discrimination. Such encounters can leave ECOs feeling marginalized and discouraged from using certain venues, further limiting their options in a demanding market.

Lack of Understanding of Cultural Norms

Participants highlighted the need for venues to be more aware of and accommodating to diverse cultural practices, traditions, and sensitivities. This includes providing spaces for prayer and breastfeeding, understanding varying norms around children's behavior, and respecting diverse religious and cultural backgrounds.

Theme 5: ECO Support and Capacity

Challenge Area	Frequency	Challenges
Financial Barriers and Funding Challenges	10	Unregistered non-profit organizations struggle to afford rental fees, often resorting to virtual meetings or private homes due to high costs. They may also have difficulty accessing grants. High cost of becoming a registered charity.
Lack of Organizational Resources and Support	5	Lack of dedicated resources and support tailored to the needs of ECOs, including mentorship programs, training workshops, and networking opportunities. Lack of clear policies and guidelines for accessing support.
Navigating Bureaucracy and Regulations	5	Challenges in navigating complex administrative processes, understanding legal jargon in contracts, and complying with various regulations.

The theme of Support and Capacity underscores the systemic challenges faced by ECOs in Saskatoon, particularly smaller groups and groups that are not a registered charity.

Financial Barriers and Funding Challenges

A recurring theme throughout the engagement sessions was the financial strain experienced by ECOs. Many organizations, especially those that are smaller or unregistered, struggle to cover the high costs of renting venues, often resorting to alternative solutions like meeting in private homes or online. These financial barriers can limit their ability to host events, offer programs, and fully engage with their communities. Participants also expressed difficulties in accessing grants and funding opportunities, citing unclear policies, complex application processes, and

limited resources. The high cost of becoming a registered charity was also identified as a significant barrier for some groups.

Lack of Organizational Resources and Support

Beyond financial constraints, ECOs also highlighted the lack of dedicated resources and support tailored to their needs. Participants expressed a desire for mentorship programs, training workshops, and networking opportunities to help them build capacity and navigate the challenges of operating a non-profit organization. They also noted the absence of clear policies and guidelines from the City regarding available support services, making it difficult to find and access the resources they need.

Navigating Bureaucracy and Regulations

ECOs also faced challenges in navigating complex administrative processes, understanding legal jargon in contracts, and complying with various regulations. This was particularly difficult for smaller organizations with limited resources and staff. Participants expressed frustration with the lack of clear communication and guidance from the city and venue staff, as well as the need for simplified procedures and translated materials to accommodate language barriers. These challenges can create additional burdens for ECOs and discourage them from accessing rental spaces altogether.

4.3 What We Heard from City Staff

Consultations with current and former staff members within the Recreation and Community Development division provided insights into the challenges and potential solutions related to the accessibility of community rental spaces for ethnocultural community organizations.

Booking System Challenges

Staff members acknowledged the complexities of the current booking system, particularly for users who may face language barriers or lack familiarity with the process. They highlighted the need for clearer communication, simplified procedures, and reviewing the systems in place for booking both City and school division spaces. The possibility of developing a "plain language" guide or checklist to accompany City rental contracts was also discussed, as a way to improve understanding.

Language Barriers and Cultural Sensitivity

Staff acknowledged that language barriers can pose challenges for ECOs when booking and using rental spaces. While informal support mechanisms exist, such as staff members with diverse language skills, the availability of formal translation services provided by the City has been inconsistent. The need for more consistent and accessible translation services was

recognized, as well as the potential value of cultural sensitivity training for staff to better understand the needs and expectations of diverse communities.

Financial Constraints and Resource Limitations

Staff members expressed a desire for more resources to support ECOs in accessing and utilizing rental spaces. This includes additional administrative support for grant applications, recognizing that some equity-seeking groups, such as Indigenous communities, experience lower success rates with grant applications. Building capacity within these communities to navigate the grant process and meet the necessary requirements was identified as a priority. Additionally, more staff to assist with bookings and inquiries, and funding for initiatives such as translating information into multiple languages would be beneficial. The challenge of balancing the City's cost-recovery mandate with the need for affordable rental options was also acknowledged.

Additional Insights

Concerns have been raised about potential inconsistencies in the level of assistance provided to renters by City Clerks, particularly to renters who may experience language barriers. This highlights the need for continued staff training and support to ensure equitable access for all users.

Staff also emphasized the importance of proactive communication and relationship-building with ECOs. This includes offering site tours, answering questions, and being flexible to accommodate diverse needs and preferences. The idea of having a designated staff member to assist ECOs with navigating the rental process was also discussed as a potential solution.

Discussions with City staff revealed there is an acknowledgement of some of the challenges that potential renters experience using their system and several potential solutions have been identified to try to implement. However, it is also clear the current staff and administration regarding rentals is already overburdened, and lacks the capacity to pursue these potential solutions.

5. Environmental Scan

5.1 Introduction

To better understand the landscape of community rental space accessibility for ECOs, an environmental scan of four Canadian municipalities was conducted. The purpose of this scan was to compare policies, practices, and identify potential areas for improvement in the City of Saskatoon.

The municipalities included in the scan were **Burnaby (BC), Calgary (AB), Kitchener (ON), and Vaughan (ON).**

These were selected based on population size, geographic proximity, and identified best practices in facility rental systems.

A preliminary scan of municipalities across Canada was conducted, considering population size and available information on community rental facilities on municipal websites. From this initial scan, Burnaby, Kitchener, and Vaughan were selected as they demonstrated best practices in their policies and information regarding facility rentals. Calgary was included due to its geographic proximity to Saskatoon and its status as a "Prairie City," which was deemed relevant for comparison by the project coordinator. Please see the Methodology Section 2.3 Environmental Scan for a detailed description.

5.2 Key Findings

The environmental scan revealed several best practices regarding the accessibility of community rental spaces for ethnocultural community organizations:

- **Comprehensive Online Inventories:** All municipalities offer detailed online information about available rental spaces, including accessibility features, capacity, amenities, fees, and booking policies. This transparency helps potential renters make informed decisions.
- **Reduced Rates and Free Options:** Calgary and Burnaby provide free or low-cost rentals for non-profit organizations, while Kitchener offers waived fees for Indigenous cultural events and eligible community groups that would include ECOs. Vaughan has a tiered pricing structure with reduced rates for Community Service Organizations.
- **Prioritization of Specific Groups:** Kitchener prioritizes Indigenous cultural events and ceremonies, demonstrating a commitment to reconciliation and cultural inclusivity.
- **User-Friendly Booking Systems:** All municipalities have online booking systems, making the process more convenient for potential renters.
- **Diverse Payment Options:** Various payment methods are offered, including online payments, checks, and e-transfers.

- **Language Accessibility:** Kitchener's website offers translation services in multiple languages, ensuring information is accessible to diverse communities.
- **Tailored Policies:** Vaughan's Community Service Organization (CSO) policy and facility allocation process exemplify how policies can be designed to support specific community needs.

5.3 Best Practices

The environmental scan highlighted several best practices that could inform improvements in Saskatoon:

- **Transparency and Information:** Providing detailed information online about rental spaces, fees, and policies is crucial for equitable access.
- **Reduced Rates and Subsidies:** Offering free or reduced-rate rentals for non-profit organizations and community groups increases affordability and accessibility.
- **Prioritization of Underserved Groups:** Recognizing the unique needs of specific communities, such as ECOs, and providing tailored support is a best practice.
- **User-Friendly Booking Systems:** Easy-to-use online booking systems streamline the rental process and improve efficiency, especially for identifying available booking times.
- **Diverse Payment Options:** Offering various payment methods caters to different preferences and needs.
- **Language Accessibility:** Providing information in multiple languages ensures inclusivity and accessibility for diverse communities.
- **Tailored Policies:** Developing policies that specifically address the needs of different community groups can significantly improve access to community spaces.

5.4 Additional Research Findings

In addition to the best practices identified in the four municipalities, further research was conducted to explore innovative approaches observed in other cities. This research was prompted by the engagement findings, which highlighted the importance of **kitchen access** and the **need for dedicated spaces** for newcomer services and cultural programming.

In Vancouver, the city operates several community kitchens that are available for rent at affordable rates to individuals, non-profit organizations, and small businesses². These kitchens provide a valuable resource for those who lack access to commercial kitchen facilities, enabling them to prepare food for events, catering, or small-scale food production.

² <https://vancouver.ca/people-programs/community-kitchens.aspx>

The City of Montreal is developing an online platform³ to connect organizations with kitchen spaces and equipment, with a focus on supporting vulnerable residents and increasing food production for community groups.

Additionally, many cities, including Montreal, have established multicultural centers⁴ that serve as hubs for newcomer settlement services, cultural events, and community gatherings. These centers often provide a range of programs and resources, including language classes, employment support, and cultural programming. They can also serve as a welcoming space for newcomers to connect with others from their cultural backgrounds and build community.

These examples highlight the potential for Saskatoon to explore similar initiatives, such as establishing community kitchens or creating a multicultural center, to address the specific needs and priorities identified through the engagement process.

³ <https://montreal.ca/en/articles/sharing-kitchen-equipment-to-feed-vulnerable-montrealers-15585>

⁴ <https://lmrcenter.org/>

6. Recommendations

6.1 Overview

To enhance the accessibility of community rental spaces in Saskatoon for ethnocultural community organizations, the following strategies are recommended:

Short Term Recommendations (1-3 years)

- 1. Enhance Accessibility of Facility Rental Information**
- 2. Establish a Network for ECOs**
- 3. Establish a Free, Multipurpose Space for ECOs**

Long Term Recommendations (4-10 years)

- 4. Establish a Policy to Identify and Support Community Service Organizations (CSOs)**
- 5. Establish a Community Commercial Kitchen**
- 6. Develop a Strategic Plan in Partnership with ECOs**

6.2 Short Term Recommendations (1-3 years)

Recommendation 1: Enhance Accessibility of Facility Rental Information

A. Develop a Comprehensive Inventory

Utilizing the inventory created as a result of this project, it is recommended the City creates a user-friendly online platform featuring a searchable inventory of all available rental facilities in Saskatoon offered by private businesses, non-profits, places of worship, the municipality and other levels of government.

It is recommended the platform includes the following:

- an interactive map of available facilities;
- a PDF form of the inventory that can be easily printed, emailed, etc.;
- detailed information on each space such as amenities, capacity, rental rates, cultural suitability (i.e., availability of prayer rooms, open flame restrictions), accessibility features, contact information for booking, schedule availability, and payment options;
- a web form where facilities and users can submit information on rental facilities to update the inventory platform.

B. Centralize Booking Offerings onto City Website

To further increase access to rental information, it is recommended the City collaborates with organizations that offer rentals to create a centralized booking webpage in alignment with the platform in Recommendation 1.A. This centralization would streamline the rental search process, direct individuals to available rental spaces, and provide an opportunity to ensure that information (i.e. capacity, rental rates) is consistently available for a variety of venues.

This booking webpage should include:

- links and contact information for a variety of available facilities, such as school divisions and libraries;
- a live online calendar for users to easily identify available times at municipal facilities;
- an FAQ section to address commonly asked questions in regards to booking municipal facilities;
- information on how much time in advance renters should be booking municipal facilities based on demand.

C. Offer Language Translation and Support

To ensure equitable opportunity to ECO's and other equity groups, it is recommended the City increases support specifically for language and cultural barriers for City Clerks in the municipal booking process. This support should include:

- provide translations of rental documents and forms, in languages that are prioritized by demand;
- provide cultural sensitivity training for City Clerks;
- provide a dedicated staff member available at specific times with cultural training and access to language support. This staff member can offer in-person and/or over the phone assistance for potential renters seeking clarification or support through the booking process. The availability of this staff member should be communicated clearly by City Clerks to potential renters, on the City webpage, and any other relevant spaces.

D. Simplify and Enhance Rental Requirements

To increase understanding of rental contracts with municipal facilities, it is recommended the City produces new summary documents that simplify the rules and regulations of rental contracts. These documents should increase comprehension of facility requirements and offerings, and provide an outline of these stipulations prior to confirming booking.

Recommendation 2: Establish a Network for ECOs

Recommended Roles: Immigration Partnership Saskatoon and other Newcomer Service Providers

A. Formalize a Network for ECOs

Establish a formal network or association for ethnocultural community organizations (ECOs) in Saskatoon. This network would serve as a platform for resource sharing, collaboration, and mutual support among ECOs.

- Create a dedicated online hub or forum for the network, where members and prospective members can connect, share information, and access resources.
- Organize regular networking events, workshops, and training sessions on topics relevant to ECOs, such as grant writing, fundraising, event planning, and navigating rental agreements.
- Facilitate mentorship opportunities between established ECOs and newer organizations, fostering knowledge transfer and capacity building.

B. Partner with Rental Facility Providers

To ensure access to facilities meets the demand of ECOs and other community members, it is recommended the City explores facilitating new partnerships between the ECO network and rental facility providers in Saskatoon.

- Negotiate favorable rental agreements for network members, potentially offering discounted rates or priority access to certain venues.
- Explore shared-use opportunities, where multiple ECOs can utilize the same space for different events or activities, maximizing the use of available resources.

- Collaborate on cultural events and programs, showcasing the diversity of Saskatoon’s communities and promoting cross-cultural understanding.

C. Advocate for Increased Access to School Facilities

Work with school divisions to improve access to school facilities for ECOs.

- Streamline the rental process for school gyms, classrooms, and other spaces, reducing bureaucratic hurdles and making it easier for ECOs to book these venues.
- Advocate for more affordable rental rates for non-profit organizations and community groups.
- Explore the possibility of establishing a dedicated liaison between ECOs and school divisions to facilitate communication and address any concerns or challenges.

Recommendation 3: Establish a Free, Multipurpose Space for ECOs

A. Identify and Designate a Suitable Space

Identify a centrally located, accessible, and underutilized space within a city-owned facility (e.g., a community center, library, or recreation facility).

**Engagement findings suggest there may be suitable space owned by the Saskatoon City Police Service. The Police Service carries out many community initiatives, and it is recommended the City reaches out to explore potential partnerships with the Police Service and the possibility of establishing a multipurpose space, if deemed suitable.*

- Explore opportunities to enhance organizational connections and programming partnerships with ECOs in the chosen location.
- Equip the space to function as a versatile, multi-purpose room suitable for various activities, including meetings, workshops, cultural events, and social gatherings.

B. Ensure Accessibility through Barrier-Free Design

Prioritize universal design principles to ensure the space is accessible to all community members, including those with disabilities. The space should include features like ramps, accessible washrooms, adjustable furniture, and assistive listening devices. The space design can also consider sensory sensitivities by providing quiet areas, adjustable lighting, and visual aids.

C. Implement an Equitable Reservation System

- Develop a transparent and user-friendly online booking system specifically for ECOs and/or community service organizations.
- Establish clear eligibility criteria and prioritize smaller organizations, those with limited resources, and groups that have not previously accessed the space.
- Consider offering block booking options for recurring events or programs.
- Promote the availability of the space through the centralized information hub and targeted outreach to ECOs.

It is recommended that this multipurpose space is established within the next 3 years to meet the immediate and growing need for ECOs and other community service organizations. However, the City should ensure future work includes exploring the option of developing a permanent facility for ECOs that contains spaces for classroom learning, offices, gatherings, event space and more.

6.3 Long Term Recommendations (4-10 years)

Recommendation 4: Establish a Policy to Identify and Support Community Service Organizations (CSOs)

A. Define and Identify CSOs

Develop a clear and inclusive definition of Community Service Organizations (CSOs) that recognizes the diverse roles and contributions of ECOs.

- Create a streamlined application and verification process for ECOs to obtain CSO status.
- Establish clear criteria for eligibility, considering factors such as mission, activities, community impact, and financial need.
- Maintain an updated registry of CSOs to facilitate communication, resource sharing, and targeted support.

B. Improve Access to Facilities

Implement policies that prioritize access to rental facilities for CSOs.

- Reserve a portion of rental spaces in city-owned facilities specifically for CSO use, especially during peak times.
- Offer reduced rental rates or fee waivers for CSOs, based on a tiered pricing structure that considers their size, budget, and community impact.
- Provide priority booking for CSOs for certain venues or time slots.

C. Offer Additional Support

- Offer grants or subsidies for rental costs, equipment rental, or other expenses related to hosting events or programs.
- Provide training and technical assistance on topics such as financial management, volunteer recruitment, and program development.
- Facilitate connections with other community organizations and resources that can support CSOs in achieving their goals.

Recommendation 5: Establish a Community Commercial Kitchen

It is recommended the City considers active projects that are in alignment with the recommendations in this report, such as the proposed Saskatoon Food Bank and Learning Center facility on Avenue P and 17th Street. This future facility is intended to have a commercial kitchen and could be a beneficial partnership to explore.

A. Design and Construction

Develop a centrally located, accessible, and well-equipped community commercial kitchen to meet the needs of diverse ethnocultural groups.

- Ensure the kitchen meets health and safety standards, and is equipped with commercial-grade appliances and equipment.
- Consider incorporating culturally specific design elements, such as separate preparation areas for halal or kosher food.
- Prioritize accessibility for people with disabilities, including ramps, wide doorways, and adjustable work surfaces.

B. Affordability and Access

Implement policies and pricing structures that make the kitchen affordable and accessible for ECOs.

- Offer subsidized rates for non-profit organizations and community groups.
- Provide flexible rental options, including hourly, daily, or weekly rates.
- Consider offering membership options for regular users.

C. Training and Support

Provide training and support for ECOs on how to utilize the kitchen effectively and safely.

- Offer workshops and training sessions on food safety regulations, kitchen equipment operation, and event catering.
- Provide access to resources and mentorship opportunities for groups who are new to using a commercial kitchen.

Recommendation 6: Develop a Strategic Plan in Partnership with ECOs

It is recommended that the City continues working with ECOs to develop a strategic plan to fulfill the recommendations outlined in this report and develop an action plan to meet the needs of these communities.

A. Establish Ongoing Dialogue

Maintain open and ongoing communication with ECOs to gather feedback, understand their evolving needs, and ensure that their voices are heard in decision-making processes.

- Create a formal feedback mechanism, such as an online survey or regular community meetings, to solicit input from ECOs.
- Establish a dedicated liaison or advisory committee to represent the interests of ECOs and provide ongoing communication with city officials.

B. Monitor and Evaluate Progress

Regularly assess the effectiveness of implemented strategies and policies in improving access to rental facilities for ECOs.

- Collect data on rental usage, feedback from ECOs, and the impact of new initiatives on community events and programs.

- Use this data to identify areas for improvement and adapt strategies as needed.

C. Develop a Strategic Action Plan

Co-create a comprehensive strategic action plan with ECOs that outlines specific goals, objectives, and timelines for improving access to rental facilities. The plan should contain:

- A study exploring developing a permanent facility that provides space rentals for ECOs and any other identified groups;
- A clear alignment with the needs and priorities identified through current and future engagement findings with ECOs;
- Measurable targets and indicators to track progress and evaluate success;
- A work plan that clearly states the action items, associated roles of various stakeholders in implementation, and timelines.

The strategic plan should be regularly reviewed and updated to ensure its continued relevance and effectiveness.

7. Conclusion

The findings of this report underscore the critical need for the City of Saskatoon to prioritize and invest in improving access to community rental spaces for ethnocultural community organizations. The challenges identified through engagement, inventory analysis, and the environmental scan highlight systemic barriers that hinder ECOs' ability to fully participate in and contribute to the vibrancy of Saskatoon's cultural landscape.

By addressing the issues of affordability, availability, administrative processes, cultural sensitivity, and lack of support for ECOs, the City can create a more inclusive and equitable environment where diverse communities can thrive. Implementing the short-term and long-term recommendations outlined in this report can lead to tangible improvements in the lives of newcomers and established residents alike.

The recommendations presented here are not just a roadmap for change; they are an invitation to collaboration. By working together with ECOs, community partners, and other stakeholders, the City of Saskatoon can create a network of welcoming spaces that celebrate diversity, foster cultural expression, and strengthen the social fabric of our community. This collaborative effort will not only benefit ECOs but will also contribute to a more vibrant, equitable, and welcoming Saskatoon for all.

8. Appendices

- A. Engagement Results**
- B. Community Rental Inventory**
- C. Environmental Scan**

9. References

Academic Articles

A Study on Facilities Standards Improvement of Municipal Community Center based on Gender Analysis - Focusing on Accessibility, Convenience & Safety

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City of Burnaby

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City of Vancouver, Community Kitchens

<https://vancouver.ca/people-programs/community-kitchens.aspx>

Montreal, La Salle Multicultural Resource Center

<https://lmsrcenter.org/>

Appendices



Appendix A - Engagement Results

Appendix B - Community Rental Spaces Inventory

Appendix C - Environmental Scan

Appendix A

Engagement Results

Survey and Results

Engagement Summary

IPSK Community Member Preliminary Engagement Community Research Project - Accessibility of Community Rental Spaces

Immigration Partnership Saskatoon (IPSK) has initiated a research project to investigate ways to make community space more available to ethnocultural community organizations in Saskatoon.

This survey is the first opportunity to hear from community members on their needs and desires for these spaces.

The engagement phase begins in January, 2024, and will include a **virtual survey** and **in-person or virtual meetings**.

Throughout January and February, we will also be inviting community members to participate in one-on-one meetings with our lead researcher. These meetings can take place virtually or in-person, and will be an open space to share your thoughts.

Meeting participants will be offered a \$25 gift card as compensation for their time.

If you are interested in participating in a meeting, you can register at the end of the survey, or reach out directly to Kloey (contact information can be found below).

Survey Information

- This survey will be open until midnight on **February 10th, 2024**.
- The survey should take approximately **10 minutes**.
- Every question is **optional**.
- Personal contact information will be used **solely** to reach out to participants who have selected they are interested in participating in additional engagement.
- **Responses are confidential**. If you choose to enter your contact information, your name, email and phone number will not be interpreted or presented in relation to any of your responses.

All feedback from community members will be confidential and stored securely. The information you provide will be shared to help create a report for the City of Saskatoon that will contain recommendations on how to improve availability and accessibility to community spaces.

If you have any questions, concerns, or want to know more about this project, please reach out to lead researcher Kloey Bells at or ipskresearch@gmail.com

Thank you for your commitment to making the City of Saskatoon a more welcoming place for all.

In this survey, the term **ethnocultural organizations** refer to community groups that organize based on shared characteristics such as ancestry, language, religion, culture, geographical region of origin, or national identity.

What is the name of ethnocultural community organizations you are a part of?

You can list more than one.

In this survey, **community spaces** include any public or paid spaces that your organization has gained access to for meetings, gatherings, or events. These spaces can be indoor like a school classroom, or outdoor like a public park. Your organization could have accessed this space for a cost or for free. These spaces could be used regularly for monthly meetings, or for a one-time event.

Please list any community spaces that you know of in the City of Saskatoon that your organization is currently renting, or has rented in the past.

1	<input type="text"/>
2	<input type="text"/>
3	<input type="text"/>
4	<input type="text"/>
5	<input type="text"/>
6	<input type="text"/>

Why did your organization choose to rent these spaces?

Examples: affordability, kitchen use, child-friendly spaces, etc.

Does your organization use the same rental space on a **continuous basis**?

- Yes
- No
- Other (please specify)

If yes, **how often** does your organization meet regularly in the rented space?

- Once a **week** or more.
- 1-3 times per **month**.
- 1-3 times per **year**.
- My organization does not use a rental space on a continuous basis.
- Other (please specify)

Does your organization host events that require a **different space** than your usual meetings?

For example, if your organization has meetings once a month in a library, but also hosts an annual fundraising party at a park, select yes.

- Yes
- No
- Other (please specify)

What is your **preferred** way to book rental spaces?

- Online or by email
- Over the phone
- In person
- Other (please specify)

What is your organizations **preferred way to offer payment** when booking rental spaces?

You can select more than one.

- Debit
- Credit
- Cash
- Cheque
- E-transfer

Other Comments

What is your organizations **approximate budget** when renting a space? Please enter a money value and specify whether this price is hourly or daily, etc.

Example: \$30 per hour

Budget for
regularly scheduled
meetings and
gatherings:

Budget for less
frequent events
such as festivals:

Are there any other **challenges** your organization has faced when booking or using community spaces?

Would you like to share any ideas on how booking and using community spaces could be **improved**?

IPSK Community Member Preliminary Engagement Opportunity to Share More

This concludes the survey, please read below for further engagement opportunities.

The research team will be asking community members to participate in voluntary meetings, both virtual or in-person, to help identify the needs of ethnocultural organizations regarding community spaces.

Participants will be compensated with a \$25.00 gift card for their time.

If you are interested in participating in one of these meetings, please fill out your contact information below.

If you are not interested in participating, please leave these fields blank and select "Done"

Full Name	<input type="text"/>
Organization	<input type="text"/>
Email Address	<input type="text"/>
Phone Number	<input type="text"/>

How would you like the research team to contact you?

- Email
- Phone
- Other (please specify)

Survey Results

Respondent ID	114523869017	114523534068
Collector ID	429504887	429504887
Start Date	2024-02-05 22:05:38	2024-02-05 12:43:36
End Date	2024-02-05 22:11:21	2024-02-05 12:52:41
What is the name of ethnocultural community organizations you are a part of?	REDACTED	REDACTED
Please list any community spaces that you know of in the City of Saskatoon that your organization is currently renting, or has rented in the past.	St. Martin's United Church, Diefenbaker park	N/A
Why did your organization choose to rent these spaces?	Someone in our group has connection with the Church.(Renting the space for other activities.)	We haven't rented any space up till now, but if we do, we would need a place that can accommodate more people to celebrate multi cultural events and people to introduce their cultures to one another
Does your organization use the same rental space on a continuous basis?	No	No
If yes, how often does your organization meet regularly in the rented space?	My organization does not use a rental space on a continuous basis.	My organization does not use a rental space on a continuous basis.
Does your organization host events that require a different space than your usual meetings?	Yes	No
What is your preferred way to book rental spaces?	Online or by email	Online or by email
What is your organizations preferred way to offer payment when booking rental spaces?	Credit, cheque	Debit, e-transfer
Budget for regularly scheduled meetings and gatherings:		30\$ per hour
Budget for less frequent events such as festivals:	up to \$200	75\$ per hour for larger spaces
Are there any other challenges your organization has faced when booking or using community spaces?		Not enough awareness of the available spaces especially for international students as they are new to the city.
Would you like to share any ideas on how booking and using community spaces could be improved?		Letting campus clubs know that such spaces are available to book by sending informative emails or letting ISSAC on campus include it in their newsletter.

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Individual Interviews

Overview

This summary focuses on the challenges faced by ethnocultural organizations in Saskatoon when renting spaces for events, meetings, and programs, and proposes potential solutions to improve accessibility.

Challenges

- **Affordability:** High rental costs, particularly for kitchens and larger venues, create a significant financial burden for organizations.
- **Availability:** Finding spaces with appropriate capacity within a reasonable timeframe is difficult, leading to competition and last-minute scrambling.
- **Accessibility:** Some existing facilities lack features to accommodate people with disabilities.
- **Specific Needs:** Spaces may not be suitable for cultural activities (e.g., kitchens for food sales), child-friendly environments, or large gatherings.
- **Booking Complexities:** Confusing or lengthy booking processes add an extra layer of difficulty.

Impacts

- **Limited Programming:** Organizations are unable to offer the full range of programs and services they envision due to space limitations.
- **Financial Strain:** High rental costs limit resources available for programming and outreach.
- **Exclusion:** Inability to find accessible spaces can exclude people with disabilities from participating in community events.
- **Reduced Cultural Sharing:** Difficulty finding spaces for cultural events hinders opportunities to share traditions and build community.

Additional Considerations:

- **Long-Term Vision:** Exploring grant programs or funding models to support the acquisition and maintenance of community hubs.
- **Community Collaboration:** Encouraging information sharing between organizations about available spaces.

Preferences for Booking and Payment

Organization	Preferred Booking Method	Preferred Payment Method
Interview Respondent 1	Phone call, online response time lag	E-transfer or bank transfer
Interview Respondent 2	Phone call or in-person	E-transfer or bank transfer
Interview Respondent 3	In-person to visualize/ask questions	E-transfer, check
Interview Respondent 4	Affordability and flexibility focus	Not explicitly detailed
Interview Respondent 5	Online booking systems	E-transfer, cheque, credit card
Interview Respondent 6	Phone call, sometimes in-person	Check
Interview Respondent 7	Phone call, email confirmation	E-transfer
Interview Respondent 8	In-person with appointment	E-transfer or credit card

Liability Insurance

- Two organizations found facility insurance requirements to be a barrier to accessing spaces.
- Two organizations stated they carry their own insurance and are willing to sign waivers.

Child-Friendly Spaces

- Three organizations highlighted the need for dedicated children's areas or play spaces within their meeting and event venues.

Kitchen Use

- Several organizations highlighted the importance of kitchens or kitchen access for cultural expression, community building, revenue generation, and ensuring food safety and authenticity.
- Organizations emphasized the need for affordable kitchen access as the current cost is a significant barrier.

Cultural Accommodations

- **Religious Considerations:** Some organizations need quiet spaces for prayer or reflection, and access to cooking facilities to accommodate dietary restrictions. Restrictions on alcohol sales in some venues can limit the types of cultural events hosted.
- **Open Flames:** Some cultural ceremonies or traditional cooking methods require fire or open flames.
- **Alcohol Consumption:** Cultural events might involve alcohol consumption, which could restrict potential venues.

Summary

**Summaries of interviews with individual organizations have been removed for anonymity.*

Key Themes

Affordability: A consistent and major challenge for all organizations. Many struggle to find spaces that fit their budget, especially for smaller events or meetings.

Kitchen Access: Highly desired, but often comes with additional costs and requirements. Some organizations prioritize this for cultural reasons or to avoid potential food safety issues.

Permanent Space: A common aspiration, seen as a way to address storage, mailing address, and meeting space needs.

Government Support: Lack of support, especially for smaller organizations, is a recurring frustration. This includes difficulty accessing grants and finding affordable rental options.

Booking Challenges: Limited availability, especially on short notice, and issues with double-bookings or cancellations.

Accessibility: A concern for some organizations, with limited options for those with disabilities or mobility issues.

Cultural Sensitivity: Some organizations have specific needs related to prayer spaces, gender-specific activities, or dietary restrictions.

Information Sharing: A desire for a centralized resource or platform to find available spaces, rental rates, and other relevant details.

This table on the following pages provides a clear overview of the engagement results, highlighting the commonalities and differences between the various organizations.

Each row represents the data from one interview.

APPENDIX A - Engagement Results



Rental Frequency	Preferred Rental Features	Booking Method	Payment Method	Budget	Challenges	Suggestions	Additional Notes
Regularly, every Saturday afternoon	Affordable, kitchen access for special events, meeting space for 20-30 people	Any method	Any method	\$50 for meetings, \$200 for special events	Affordability, lack of free/low-cost options, difficulty finding suitable spaces for small meetings	Reduced rates for CBOs, master list of available spaces with details, map of locations, free space for community groups	Has existing relationship with school board, uses church for some events
Infrequent	Kitchen access, kid's area, longer rental hours, facility insurance included	Phone or in-person	E-transfer or check	\$800-\$900 per evening	Double-bookings, uncleanliness, lack of on-site staff, difficulty finding facilities	Better communication and scheduling, master list of facilities, discounts for CBOs	Offers newcomer orientations, virtual meetings due to cost
Infrequent	Kitchen access, raised platform, quiet space for prayer/breastfeeding, child-friendly space, wheelchair accessibility	In-person	E-transfer or check	\$600 max per day	Dishonesty about rental terms, lack of working equipment, limited rental hours, high prices	Honesty and transparency from rental facilities, extended rental hours, subsidies for non-profits, accessible websites with information	Losing members to other provinces due to lack of services and sense of belonging
Infrequent	Kitchen access or ability to bring own food, affordable, suitable for small and large events, central location	In-person	E-transfer or check	Varies depending on event	Lack of permanent space for storage and mail, difficulty finding suitable spaces for small impromptu gatherings, high cost of catering, limited availability of authentic Korean restaurants	Shared community space with storage and mailing address, more options for small gatherings, subsidy for non-profits	Uses personal contact info for association, partners with Korean Consulate for passport renewals
N/A	N/A	Online	Varies	N/A	Lack of permanent space, difficulty accessing grants, lack of government support for smaller organizations	Permanent space, more support from government, easier access to grants	Offers newcomer services, seeking library space with city

APPENDIX A - Engagement Results



Rental Frequency	Preferred Rental Features	Booking Method	Payment Method	Budget	Challenges	Suggestions	Additional Notes
Quarterly meetings, frequent events	Affordable, kitchen access	Phone or in-person	Check	\$150 per meeting, varies for events	Cancellations, high cost of kitchen rentals	Permanent space, reduced rates for CBOs	Has many subgroups, offers newcomer services, looking to build own hall
Varies, less frequent after COVID	Affordable, kitchen access, bar, child-friendly space, accessible	Phone and email	E-transfer	Varies depending on event	High cost, limited availability, accessibility issues, difficulty finding performing talent within budget	Understanding and fairness from rental facilities regarding pricing, permanent space, more low-cost options	Offers language school, partners with other organizations
Infrequent	Affordable, kitchen access, accessible	In-person (by appointment)	E-transfer or credit card	Varies	High cost, limited availability, lack of community support	Fairness and equal opportunity in rentals, more affordable options, better support for newcomers	Offers newcomer services, organizes cultural events

Group Session Summary

Vision for the Future

- **More affordable and available rental spaces:** Participants desire lower costs and a wider range of options for rental spaces.
- **Dedicated spaces for cultural practices:** Spaces for worship and smudging were mentioned.
- **Spaces for diverse activities:** Participants expressed interest in spaces suitable for youth groups, community gatherings, learning centers, and sports.
- **Accessible spaces:** The need for spaces accommodating individuals with disabilities was highlighted.
- **Regulated/subsidized rental rates:** Participants suggested regulating rental prices or providing subsidies to make spaces more affordable for non-profit organizations.

Challenges Faced

General Challenges

- **Limited space availability:** The lack of available spaces, particularly for larger gatherings and during peak times, was a significant concern.
- **Booking challenges:** Participants highlighted difficulties in booking spaces, especially during peak times and with short notice.
- **Communication and contract issues:** Participants reported challenges understanding city regulations and contracts due to language barriers and lack of clear explanations.

Affordability Challenges

- **Saskatoon's growth:** The city's growth was identified as a factor contributing to the rising costs of rental spaces and the decline of smaller ethnocultural communities.
- **Limited funding:** Limited funding was mentioned as a barrier to accessing rental spaces for smaller groups.

Challenges Related to City Venues and Catering

- **High catering costs:** Participants expressed concerns about the high costs of catering at City venues, particularly for larger groups.
- **Capacity limitations:** Reduced capacity of rental spaces since COVID-19 and limited options for larger groups were identified as challenges.

- **Lack of cultural understanding:** Participants felt that city venues lacked understanding of cultural practices and the needs of diverse communities.
- **Restrictions on outside catering:** Restrictions on bringing food from home or using outside catering services were mentioned as an issue.

Additional Challenges

- **Competition for spaces:** High competition for rental spaces, especially during peak times, was highlighted as a challenge.
- **Lack of transparency:** Participants desired clearer communication of venue rules to avoid misunderstandings and potential bans.
- **Unregistered non-profits:** Unregistered non-profit organizations faced additional challenges due to lack of access to lower rates.

Recommendation Feedback

Recommendation 1: Improve accessibility of facility rental information.

- **Contract clarity and translation:** Multiple participants emphasized the need for clearer contracts, language translation services, and assistance with understanding the booking process.
- **Hybrid information formats:** Participants suggested a combination of online resources and in-person support to accommodate different user levels and language needs.
- **Detailed space specifications:** Providing clear information on space size, accessibility features, and capabilities was highlighted as important.
- **Dedicated staff support:** The idea of having city staff available to explain agreements and information was well-received.
- **Early access to contracts:** Participants suggested allowing potential renters to view contracts before making a deposit.
- **FAQ page on website:** Creating an FAQ page to address common questions and issues was suggested.

Recommendation 2: Establish a network for ethnocultural community organizations in Saskatoon.

- **Communication and resource sharing:** Participants expressed interest in facilities promoting events hosted by ethnocultural groups and sharing resources among organizations.
- **Communication unit for facilities:** The idea of having a communication unit within facilities to assist with communication between cultural communities was suggested.

- **Challenges with Community Associations agreement:** Participants expressed dissatisfaction with the current Community Associations agreement and perceived barriers to accessing school spaces.

Recommendation 3: Establish a policy to identify and support Community Service Organizations (CSO's).

- **Affordable, not necessarily free, spaces:** Participants clarified that they don't necessarily require free spaces, but rather affordable and accessible ones when needed.
- **Standard rental rate:** The idea of a standard rental rate for CSOs was positively received.
- **Increased availability:** Participants emphasized that lower costs depend on increased availability of spaces to meet the high demand.

Recommendation 4: Explore establishing a commercial kitchen.

- **"Community commercial kitchen" name:** Participants suggested naming it a "Community commercial kitchen."
- **Strong support for the idea:** This recommendation received widespread agreement and enthusiasm.
- **Benefits for large-scale food production:** The need for a kitchen capable of catering to large groups was highlighted, especially for events like Folk Fest.
- **Affordability concerns:** Participants raised concerns about the high costs associated with current community kitchens and membership fees.
- **Subsidies for kitchen use:** Participants suggested subsidizing the use of the kitchen in addition to rental rates.
- **Location at the food bank:** The proposed location of the kitchen at the food bank was positively received.
- **Limitations on food sales:** Participants mentioned the challenges of selling food not prepared in a commercial kitchen.

Additional Feedback

- **Cost of existing kitchens:** Participants emphasized that the cost of using existing commercial kitchens is a significant barrier.

Appendix B

Community Rental Spaces Inventory

Category	Venue	Use	Additional Space Info	Capacity	Cost	Other Fees	Liability Insurance	Payment Method	Booking	Rates Available Online	Accessibility	Address	Email	Phone	Contact	Link		
CoS Leisure Centres	Cosmo Civic Centre	Gymnasium, indoor courts, skating rink, meeting rooms, multi-purpose room, theatre	Gymnasium	475	\$53.60 p/hour				Phone 306-975-3345	yes		3130 Laurier Drive		306-975-3344		https://www.saskatoon.ca/parks-recreation-attractions/recreational-facilities-sport-fields/leisure-centres/cosmo-civic-centre		
			Skating Rink															
			Racquetball & Walleyball		\$20 p/hour													
			Meeting Room A	25	\$21.50 p/hour													
			Meeting Room B	25	\$21.50 p/hour													
			Multi-Purpose Room	100	\$32.10 p/hour													
				Theatre	150	\$32.10 p/hour												
	Harry Bailey Aquatic Centre	Pool, meeting rooms		Competitive Pool		\$225.80 p/hour			Closed	yes		1110 Idylwyld Drive		306-975-3003		https://www.saskatoon.ca/parks-recreation-attractions/recreational-facilities-sport-fields/leisure-centres/harry-bailey-aquatic-centre		
				Leisure Pool	350	\$113 p/hour												
				Tot Pool	*													
Meeting Room				22	\$21.50 p/hour													
Lakewood Civic Centre	Pool, gymnasium, meeting rooms, multi-purpose room, outdoor patio		Gymnasium	200	\$53.60 p/hour			Phone 306-975-2945	yes		1635 McKercher Drive		306-975-2945		https://www.saskatoon.ca/parks-recreation-attractions/recreational-facilities-sport-fields/leisure-centres/lakewood-civic-centre			
			Pool & Deck	350	\$150.70 p/hour													
			Outdoor Patio	250														
			Meeting Room	15	\$21.50 p/hour													
			Multi-Purpose Room	60	\$32.10 p/hour													
			Preschool Room	18	\$32.10 p/hour													
			Deck Seating	250	*													
Lawson Civic Centre	Pool, multi-purpose room, outdoor patio		Wave Pool	250	\$150.70 p/hour			Phone 306-975-2952	yes		225 Primrose Drive		306-975-2951		https://www.saskatoon.ca/parks-recreation-attractions/recreational-facilities-sport-fields/leisure-centres/lawson-civic-centre			
			Outside Patio	*														
			Multi-Purpose Room	60	\$32.10 p/hour													
Saskatoon Field House	6 Lanes 200m indoor track, indoor courts, dance studio, meeting rooms, multi-purpose room		Main Floor Area	3,500				Phone 306-975-3361	incomplete		2020 College Drive		306-975-3360		https://www.saskatoon.ca/parks-recreation-attractions/recreational-facilities-sport-fields/leisure-centres/saskatoon-field-house			
			Infield	*														
			Warm-up Strip	*														
			Meeting Room 1	40	\$32.10 p/hour													
			Meeting Room 2	45	\$32.10 p/hour													
			Meeting Room 3	25	\$21.50 p/hour													
			Fitness/Dance Studio	200														
			Multi-Purpose Room	65	\$32.10 p/hour													
Shaw Centre	Pool, 3 Lanes 165m indoor track, gymnasium, meeting rooms, multi-purpose room		Gymnasiums (x2)		\$53.60 p/hour			Phone 306-975-7773	yes		122 Bowlt Crescent		306-975-7772		https://www.saskatoon.ca/parks-recreation-attractions/recreational-facilities-sport-fields/leisure-centres/shaw-centre			
			Meeting Room (North)	25	\$21.50 p/hour													
			Meeting Room (South)	25	\$21.50 p/hour													
			Multi-Purpose Room	60	\$32.10 p/hour													
			Competitive Pool	440	\$282.20 p/hour													
			Warm-up Pool	160	\$113 p/hour													
			Family (Leisure) Pool	140	\$113 p/hour													
Terry Fox Track	2 Lanes, 365m indoor track	Cafeteria in lobby (closed for July & August)							no		150 Nelson Road							
CoS Outdoor Pools	George Ward Pool		Rec Workers		\$39.60 p/hour	GST			Phone 306-975-2944, email facilitybookings@saskatoon.ca	no		1915 5th Street East		306-975-3350				
	Lathey Pool		Lifeguards		\$30.80 p/hour	GST		815 Taylor Street East										306-975-3333
	Mayfair Pool						1025 Avenue F North											
	Riversdale Pool							822 Avenue H South										306-975-3354

Category	Venue	Use	Additional Space Info	Capacity	Cost	Other Fees	Liability Insurance	Payment Method	Booking	Rates Available Online	Accessibility	Address	Email	Phone	Contact	Link										
CoS Park and River Landing Event Space	Kiwanis Memorial Park North Rotary Park	Large Festival Sites	Level 1 Application Form for Level 2 Application Form Requires Civic Services and/or Administrative Conditions (requires multiple dates or locations	500	\$35 \$70	GST	Required	Cash, cheque, debit, Visa, Mastercard, American Express	Special event forms are on website and fillable online (help guides are also available) completed forms are sent to specialevents @saskatoon.ca for approval	Yes	Special event		allocations@saskatoon.ca													
	Victoria Park River Landing Kinsmen Park Friendship Park Diefenbaker Park Meewasin Park North		Level 3 (high capacity + civic)	3000+	\$140	GST																				
	Vimy Memorial Bandshell Saskatoon Forestry Farm Park & Zoo Ashworth Holmes Park Buena Vista Park Fred Mitchell Park President Murray Park River Landing Amphitheatre		Weddings																Phone 306-975-2951 or email allocations@saskatoon.ca							
	PotashCorp Playland at Kinsmen Park			Childrens Attraction	1 ride operator	50					\$138.75						GST, general admission or single ticket is \$3, and a play pack of 12 tickets is \$30		Phone or email	Train and carousel are wheelchair accessible	allocations@saskatoon.ca	306-975-2951				
					2 ride operators	51-75					\$249.75															
					3 ride operators	75-150+					\$360.75															
		Saskatoon Forestry Farm Park & Zoo		Sheltered Facility	Lions Event Pavillion	700	\$150 per hour, max \$750 per day		2000000 clause in all contracts, but only required for events with liquor, as SK Liquor requires it.	Debit, credit, or cash	Phone	Zoo admission applied to all guests, no alcohol	1903 Forestry Farm Park Drive	306-975-3382												
				Outdoor BBQ	Gazebo	80-100	\$150 3 hours, \$300 for day					10 picnic tables outside, fence, includes BBQ														
				Wedding	Wedding Garden		\$375 for first 1.5 hours	50% of rental fee to confirm booking, additional charges for on-site personnel and security for events taking place after hours \$50 p/hour				2 small tables and chairs provided, Chairs over 100 charged \$1.50 plus PST														
			Outdoor Sports	South Ball Diamond & Cricket Putch		\$40 per 2 hours, \$130 max per day		6 picnic tables and firepit, tables and chairs available																		
			House	Forestry Farm House	40	\$275 per day		Tables and chairs available																		
			Hall	Hall & BBQ	225	\$175 p hour, \$875 per day	\$300 deposit, 50% rental rate to confirm			No air conditioning, includes table and chairs																
	CoS Golf Courses	Holiday Park Golf Course	18 hole golf, driving range, lounge, pro shop, coffee shop										1630 Avenue U & 11th Street		306-975-3325											
		Silverwood Golf Course	par 3, 18 hole golf, driving range, pro shop, coffee shop, practice green							Phone			3503 Kinnear Avenue		306-975-3314											
		Wildwood Golf Course	18 hole regulation, pro shop, coffee shop, practice green										4050 8th Street East		306-975-3320											
	ACT Arena Archibald Arena Lions Arena	Indoor skating rink Indoor skating rink Indoor skating rink	Prime-Time (Mon-Fri 5pm - Non Prime-Time Summer (ACT only, May 1 - Aug 31)		\$285 p/hour \$180 p/hour \$180 p/hour	GST, security guards required for beer gardens special	Required. Recommended 5		Phone 306-975-3366			107 105th Street 1410 Windsor Street 2205 McEown Avenue		306-975-3366 306-975-3366 306-975-3366												

APPENDIX B - Community Rental Spaces Inventory

Category	Venue	Use	Additional Space Info	Capacity	Cost	Other Fees	Liability Insurance	Payment Method	Booking	Rates Available Online	Accessibility	Address	Email	Phone	Contact	Link	
CoS Skating Rinks	Gordie Howe Kinsmen Arena	Indoor skating rink	Dry Arena (off-season, no ice)		\$75 p/hour, max \$675 p/day	gardens, special occasion or liquor permits, cleaning & maintenance fees for large events.	recommended 5 million general, and liquor liability in addition.		975-3366	No.		1405 Avenue P south		306-975-3366			
	Clarence Downey Speed Skating Oval	Outdoor skating oval							Online			Dudley Street & Avenue R South (In Gordon Howe Complex)		306-975-3366			
CoS Sports Fields	Geoff Hughes 1 Geoff Hughes 2 Geoff Hughes 3 K. Waygood 1 K. Waygood 2 Peter Zakreski 1 Peter Zakreski 2	Baseball															
	Cherneskey 1 Cherneskey 2 Cherneskey 3 James Girgulis 1 James Girgulis 2 James Girgulis 3 James Girgulis 4 Umea Vast 1 Umea Vast 2 Umea Vast 3 Umea Vast 4 W.A. Reid 1 W.A. Reid 2 W.A. Reid 3 W.A. Reid 4	Softball/Slow Pitch	Class 1			\$35 p/hour											
	Cherneskey 4 Cherneskey 5 Forest Park 3 Forest Park 4 Forest Park 5 Forest Park 6 K.Waygood 3 K.Waygood 4 Newsham 3 Newsham 4 Umea 4 Umea 5	Multi-Purpose	Class 1 with lights			\$36 p/hour											
	Diefenbaker 1 E. Mc Court 1 Kilburn 1 Kilburn 2 Kilburn 3 Kilburn 4 Sifton 1 Sifton 2 Sifton 3	Baseball															
	BJ Mahoney 1 Donna Birkmaier 1 Donna Birkmaier 2 Draggins Park 1 Forest Park 1 Forest Park 2 Gladstone 1 Gladstone 2 Lakewood 1 Lakewood 2 Misaskwatomina 1 Nutana Kiwanis 5 Parc Canada 3 Parc Canada 4 Parc Canada 5 Parc Canada 6 WJL Harvey 10 WJL Harvey 16	Softball/Slow Pitch	Class 2			\$34 p/hour				PDF email application							
	Aden Bowman 1 Atlantic 1 Atlantic 2 Donna Birkmaier 3 Donna Birkmaier 4 Donna Birkmaier 5 Forest 9 James Anderson 1 James Anderson 3 Lakewood 3 Misaskwatomina 2 Parc Canada 8 Pierre Radisson 2 (Cricket Pitch) Scott 4 Umea 6 Umea Vast 5 Weaver 1 (offline in 2024)	Multi-Purpose															
	Riversdale Kiwanis 1 Riversdale Kiwanis 2	Baseball															
	G.D. Archibald 1 Henry Kelsey 3 Henry Kelsey 4 Henry Kelsey 5 Industrial 1 Industrial 2 Pacific 1 Pacific 2 Scott 1 Scott 2	Softball/Slow Pitch	Class 3			\$30 p/hour											
	BJ Mahoney 2 BJ Mahoney 3 G.D. Archibald 3 Nutana Kiwanis 6 Nutana Kiwanis 7 Pacific 3 WJL Harvey 15	Multi-Purpose															
	Grosvenor Park United Church	Basement Space	Concerts, conference gatherings, rehearsals, weddings, funerals	Sanctuary	350	\$2-\$50 hourly					yes						
			Reading Room	6	\$10 first hour, \$6 additional hours or \$5 for regular renters												
Small meeting room			Kitchen														
*			Lounge Area								no						
*			Lower Level														
			Schnell Hall	317	\$40 p/hour for regular scheduled use, \$50 for one-time use	\$10 administration fee, \$100 damage deposit, \$400 daily maximum	not required					407 Cumberland Avenue S	gpuc@sasktel.net	306-374-7766	Jason Garzon, Office and Communications Administrator	https://www.grosvenorparkunitedchurch.com/rentals	

Category	Venue	Use	Additional Space Info	Capacity	Cost	Other Fees	Liability Insurance	Payment Method	Booking	Rates Available Online	Accessibility	Address	Email	Phone	Contact	Link
			Schnell Hall Kitchen	615 sq ft	\$8 p/hour for regulars, \$10 p/hour for one-time rents					yes					ADMINISTRATOR	
			Nursery								"Sometimes" available through administration					
		Sunday School	Common Room	30	Contact Only \$9 p/hour for regulars, \$11 p/hour for one-time											
		Small meeting rooms	"Graceland" Rooms	132-180 sq ft	Contact only					no						
St. Paul's United Church			Hall	277	\$50 p/hour, \$300 day											
		Stage, seating	Auditorium	192	\$50 p/hour, \$300 day											
			Basement Meeting Room	60	\$25 p/hour, \$125 day	\$75 cancellation fee within 48 hours, \$20 per hour cleaning charge if not cleaned	not required	Cheque, e-transfer or cash	Phone or email	yes	Allow ceremonial tobacco and alcohol, no alcohol stored on premises	454 Egbert Avenue	office@stpaulsunitedsaskatoon.ca	306-955-3766		https://www.stpaulsunitedsaskatoon.ca/facility-rentals
		Weddings, funerals	Worship Center	200	\$75 p/hour, \$400 day, \$250 for morn/ after/even											
			Kitchen (SHA approved)		\$25 p/hour, \$125 day											
College Park Covenant Church			Sanctuary		\$75 p/hour	\$40 fee for opening/closing, \$200 damage deposit, sound technician additional charge	not required		online form	yes	No alcohol, no tobacco in building	909 Acadia Drive	cpcc.admin@sasktel.net	306-374-1713		https://collegeparkcovenant.org/facility-rentals/
			Basement Hall & Kitchen		\$50 p/hour											
Circle Drive Alliance Church		Weddings, funerals, birthday parties or family gatherings, conference, concerts, meetings, classes, sports activities and practices			Web inquiry submission 2023-12-05				Online form	no		3035 Preston Avenue South	cdac@cdac.ca	306-373-5445		https://cdac.ca/contact/facility-event-rentals/
Hampton Free Methodist Church			Auditorium		\$220 p/4 hours	deposit as posted cheque for day of event provided at contract signing, sound tech for auditorium rentals at \$30 p/hour (2 hr minimum)	not required	Cash, cheque or e-transfer	During office hours, Microsoft form, in-person or email	yes	No rentals during summer, all rentals must be booked 3 months in advance. No alcohol on premises	2930 McClocklin Road	office@hamptonfreemethodist.com	306-242-4500	Naomi Loewen, Office Manager	https://www.hamptonfreemethodist.com/rentals/
			Multi-Purpose Room		\$110 p/4 hours											
			Light Kitchen Use		\$55 p/4 hours											
McClure United Church			Sanctuary	300 theatre, 160 sitting	emailed Jan 9th											
			Multi-Purpose Room	125 (T), 96 (S)					email or phone during office hours	no		4025 Taylor Street East	mcclureunitedchurch@shaw.ca	306-373-1753		https://mcclureunitedchurch.org/short-term-room-rentals
			Craft Room	40 (T), 22 (S)												
			Music Room	40 (T), 22 (S)												
			Library	10												
			Gathering Room	10												
St. Andrew's College			Main Lounge	100	\$200 half-day, \$300 full day	damage deposit. \$25 administration fee. Full rental amount is required at time of booking and	With liquor license.		Form available online, email or phone	yes	No smudging or smoking. Liwuor is permitted with a	1121 College Drive	property.sac@sasktoontheologicalunion.ca	306-638-0644	Carolina Castro	https://standrews.ca/our-community/facility-rental/
			Chapel	100	\$325		not required									

Category	Venue	Use	Additional Space Info	Capacity	Cost	Other Fees	Liability Insurance	Payment Method	Booking	Rates Available Online	Accessibility	Address	Email	Phone	Contact	Link
Places of Worship	Saskatoon Unitarians	Church	Full Building	100	\$450 p/4 hours	Required damage deposit, must be paid in advance	Not required*				No alcohol	213 2nd Street East, Saskatoon, SK S7H 1N5		306-653-2402		https://ucsaskatoon.org/facility-rental/
		Sanctuary	Upper Hall	140	\$225 p/4 hours											
		Meeting Room	Main Floor Meeting	20	\$45 p/4 hours											
		Hall and Kitchen	Lower Hall	80	\$100 p/4 hours, +\$20 for kitchen use											
	Christ Church Anglican Saskatoon*															
Sutherland Evangelical					\$100 for one-time events, offer rates with groups for recurring events at reasonable prices				no		515 28th Street West, Saskatoon, Saskatchewan	blackr@sasktel.net	306-222-5394 (Ruth)	Ruth Black	https://www.christchurchsaskatoon.ca/home https://welcometo.sutherlandevangelicalchurch.com/dir/connect/	
					emailed inquiry 2023-12-05						110 104 Street		306-934-8981			
		Auditorium		707	\$210 p/hour, \$2,100 down payment	Setup & takedown available for \$20 p/hour (min. \$100),	Every rental group is required to obtain a certificate	Primarily debit			Wheelchair					
		Lobby		400	\$75 p/hour											
		Theatre		140	\$75 p/hour											
		Atrium		80	\$60 p/hour											
		Meeting Room 207		60, 48 table	\$30 p/hour											

Category	Venue	Use	Additional Space Info	Capacity	Cost	Other Fees	Liability Insurance	Payment Method	Booking	Rates Available Online	Accessibility	Address	Email	Phone	Contact	Link
Lakeview Church			Gymnasium	500, 350 table	\$60 p/hour, \$600 max day	Tables, linens and stanchions are available for rent. Cleaning is \$25 p/hour (min. \$150)	Obtain a certificate of liability where Lakeview Church is listed as an additional insured.	or credit, accept e-transfer	online form	yes	wheelchair accessible, ample free parking	19 Glazier Road	office@lakeviewchurch.com	206-374-6556		https://www.lakeviewchurch.com/rentals
			Classrooms (x6)	varies	\$20 p/hour											
			Multi-Purpose Room	20	\$25 p/hour											
		Green Room	Backstage - Room 203	30	\$25 p/hour											
			Youth Room 301	40	\$20 p/hour											
			Kitchen	n/a	\$175 p/day											
	Café	n/a	\$20 p/hour													
Saskatoon Shrine Club			Banquet Hall	240	weekdays \$350, Fri/Sun \$500, Sat \$650	\$300 damage deposit at booking, half is refundable for cancellations up to 120 days before event, \$50 set up fee. Credit card on file required.	Prefer daily liability, required for rentals for over a day, looking for around \$1,000,000. They have an insurance agent that can supply it.	Cash, cheque, debit or credit card.	online form	yes* (2019/20 rates)	Credit card on file required, licensed bar, chef's kitchen, wheelchair accessible, ample free parking, washroom, wifi, day or evening use	1021 Saskatchewan Crescent West	saskatoonshrineclub@sasktel.net	Club: 306-653-4666, Rentals: 306-229-7529	Dennis Skuce, Rentals Manager	http://saskatoonshrineclub.com/hall-rentals/
			Social Room	50	weekdays \$150, Fri \$175, Sat \$200, Sun \$150											
St Volodymyr Ukrainian Catholic Park		Facilities	Hafford Hall		\$150 p/day	Non-refundable deposit required 3 months in advance	Do not take proof of liability insurance for rentals. Up to rentee.	Cheque, or e-transfer	Email, call or text. Followed by online rental form.	Yes except for 1-30 and 200+ groups	No wifi, spotty cell service, water and power are not in every building, some historic buildings do not appear to be wheelchair accessible	Highway 60, 10km north of Pike Lake Provincial Park				
			Kitchen Hall		\$125 p/day											
			Bunk Cabins (x4)	sleeps 12	\$50 p/day p/cabin											
			Cabin 5 (Directors cabin)	sleeps 4	\$70 p/day											
			Cabin 6 (Mini cabin plus)	sleeps 4	\$60 p/day											
			Church		\$250 p/day											
			Upper Kitchen Hall	80	\$200 p/day											
			BBQ (propane included)		\$80 p/day											
		Campsites (15 total, 1-6 are free with rentals)		\$25 p/day												
		Event Fees		30-Jan	consult											
				31-100	\$450 p/day											
	101-150		\$500 p/day													
		151-200	\$575 p/day													
		200+	consult													
Elim Church			Atrium	200 standing, tables 150		Custodian fees, kitchen damage deposit	\$2,000,000	Credit, debit, cash, cheque	Online forum, email, or call	No	Wheelchair accessible, no smudging	419 Slimmon Road, Saskatoon		306-374-1700		https://www.elimchurch.ca/ourfacility
			Meeting Rooms \$30	15	\$30 p/hour											
			Classrooms	15-50												
			Chapel	235												
			Auditorium	130	\$120 p/hour											
Grace-Westminster United Church					emailed inquiry 2023-12-05							505 10th Street East	gracewest@sasktel.net	306-653-1766		https://www.gracewest.ca/get-informed/services/facilities/
			Sanctuary		\$75 p/half day, \$150 p/full day, \$250 p/2 days, \$350 p/3 days											
			Large Downstairs Hall		\$50 p/half day, \$75 p/full day, \$140 p/2 days, \$205 p/3 days											
			Lounge		\$60 p/half day, \$90 p/full day, \$150 p/2 days, \$210 p/3 days											

Category	Venue	Use	Additional Space Info	Capacity	Cost	Other Fees	Liability Insurance	Payment Method	Booking	Rates Available Online	Accessibility	Address	Email	Phone	Contact	Link		
St. Martin's United Church		Use of stove, fridge, and coffee maker	Limited Kitchen		\$50 p/half day, \$100 p/full day, \$150 p/2 days, \$225 p/3 days	Might need damage deposit (50% of total cost) at time of signing rental document, refundable until up to 24 hours to event. May need to purchase insurance at own expense.	Dependent. May be required for long-term renters, or special events				functions like funerals, weddings, choir rehearsals and long-time permanent users such as Alerces Spanish Preschool, Living Sky Taiko Alcohols Anonymous and Narcotics Anonymous. No events where primary activity is gambling such as casino night fundraiser, but raffles, door prizes are permitted.	2617 Clarence Avenue South	office@stmartinsuc.com	306-343-7101		http://www.stmartinsuc.com/files/rental.pdf		
		Kitchen & all equipment, dishes, dishwasher, except for linens	Full Kitchen		\$65 p/half day, \$130 p/full day, \$200 p/2 days, \$350 p/3 days													
			Classroom		\$20 p/half day, \$30 p/full day, \$50 p/2 days, \$70 p/3 days													
			Chapel		\$45 p/half day, \$90 p/full day, \$150 p/2 days, \$210 p/3 days													
		Tables, chairs, card tables, etc.	Other equipment		TBD by individual circumstances													
			Piano/Organ		\$50 each													
			Sound equipment		\$50													
		LCD projector screen, DVD or CD sound equipment	Visual/Audio equipment		\$100													
		After hours callback	Caretakers Fee		\$90													
			Sound technician		\$75													
	Lost or stolen key		\$35															
			Market rate + materials															
Saskatoon Dawah & Community Centre Congregation Agudas Israel Jewish Community Centre LutherCare Communities		Mosque/Community Centre										2220 20th Street West	saskdawahcenter@gmail.com	(306) 850-0600		https://saskatoondawahcenter.ca/		
					inquiry 2023-12-18							715 Mckinnon Avenue South	administrator@agudasisrael.org	306-434-7023		https://agudasisrael.org/contact-us/		
																	https://www.luthercare.com/our-services/community-day-programs/	
Westside Community Centre		Run by Westside Pentecostal Church										3488 Fairlight Drive		306.361.2764		https://www.westsidechurchsk.ca/ministries/westside-community-centre		
Sutherland Memorial Hall		Community Hall	Weekday Meetings		\$200	Non-refundable booking deposit (50% of total), \$300-\$500 damage deposit					parking lot 3 lots away. Upper hall is only available Mon-Thurs. Wheelchair accessible, washrooms on main floor and basement	1112 Central Avenue, Saskatoon SK	sutherlandhallrentals@gmail.com	(306) 713-9912	Jaron	https://www.thesutherlandhall.com/		
		Full kitchen/bar use	Mon-Thurs Social event	300, 200 seated, upper hall 50	\$600													
		Kitchen included	Fri-Sun Single Day		\$850													
		Includes sound system	2 Day weekend rental		\$1,500													
		3 Day Rental		\$1,900														
Western Development Museum			Balcony	30-80	Lunch \$150, \$200 snacks, supper \$200, trade show hourly \$150 (not large)	No damage deposit required, charge PST, GST exempt, 17% gratuity, charge a bit for AV dependent on if they need a screen					Wheelchair accessible elevator & washroom, sound system	2610 Lorne Avenue	jhein@wdm.ca	306-931-1910	Jamie Hein, commercial services manager			
			Boomtown Streets	800 standing, 600 sitting	\$2000 flat	cocktail, reception, can happen and there's a stage												
			Boomtown Church	25-30	Wedding ceremony \$100													
			McLeod Hall	30	lunch/snack, \$200 for evening													
			Boomtown Café	35	evenings \$150													
			Palace Theatre	25-30	lunch/snack, \$200 for evening								Wifi, telephone jack, wheelchair accessible Fully licensed Wifi, accessible elevator & washroom					

Category	Venue	Use	Additional Space Info	Capacity	Cost	Other Fees	Liability Insurance	Payment Method	Booking	Rates Available Online	Accessibility	Address	Email	Phone	Contact	Link
			Saskatchewan Hall	450 people banquet, 750 theatre	Dependent on food, sit down meal, before 5 \$200, snacks \$400 \$150 p hour (trade show), everyone has to be out by 1:30am, can be flexible with times						12 by 12ft ground level loading doors, removable stage, public address system, 220 volt outlet, wifi					
	Sutherland Curling Club	No ice hall April-July	Curling Hall	525	\$2,250 for weekend, \$775 for one day, \$50 per hour	Kitchen +\$250, GST not included, for food or drinks \$500 to cover carpet		E-transfer, cheque, cash, debit, credit	Email	no	Interior and exterior wheelchair ramps	141 Jessop Avenue	info@curlsutherland.ca	306-374-8400		https://curlsutherland.ca/rentals/
	Saskatoon Community Service Village					evening social, 6-10pm, \$117 no gst, shower or birthday party for 3 hours 92.70, no parties in classrooms, no liquor or later hours. Regular building closes at 10:30pm, later events are scheduled and security locks up later.						101 - 506 25th Street East		306-975-7760		https://villagesaskatoon.com/rooms-for-rent/
Community Centre	Albert Community Centre	Classroom	Room 13 (main floor)	30	\$59.70 p/3 hours, \$79 daily rate						till after 6 o clock, childrens classes generally end to 6 o clock, large cooler outside second floor kitchen used as bar in evening. Very small kitchen in loft with refridgeration, sink. No supplies in kitchens, tablecloths, coffee pots, linens, etc. No sound systems either. Don't allow live bands in auditorium. No AC except for third floor loft because windows open so noise for neighbours	610 Clarence Ave S		306-653-1737	Shirley (Program Manager)	http://vvcaskatoon.com/albert-community-centre-2/rental-rates-contract/
		Auditorium	Auditorium 21 (2nd floor)		double classroom with stage, small social functions 80-90, 20 tables available, around 100 chairs, \$119.80 p/3 hours, morn aft or evening, \$183.75 8-6pm, biparty \$183.75 for party, evening no liquor \$260, party with liquor, can be there till 2am for \$450 all day space	Deposit required for parties/weddings.		Accept cheques, no debit or credit, or e-transfer. No office in building, can accept cheques returned with contract and she has to request city to generate invoice and then can remit the cheque, occasionally for larger businesses invoices can be issued directly, mostly things are due well in advance. Can take to city hall for direct debit maybe? Lease tenants have invoices unsure how they pay,	Phone albert answering machine and Shirley returns calls, to book, there is an actual contract through snail mail, she is retired, however younger people will be taking over soon so possibly more online. Experience is you need so many details, hard to determine what people are doing, and the only way to do that is to speak with people.	No	keep below 90 decibels. People expected to stay in own rental place beacuse of other things happening in building. Expected to not have children playing in stairwells etc. People expected to leave area completely to smoke, cant smoke outside doors, has to go to city sidewalk to smoke.					
		Dance Studio	Room 22 (2nd floor)	30												
		Dance Studio	Room 28 (2nd floor)	30												
		Hall with Kitchen	Loft (3rd floor)	250	Licensed capacity is 250 standing room, \$162 p 3, daily 255, shower or bday 255, evening social potluck no liquor 450, daily party rate, 1 day 1212.75, wedding 3, day setup fri, 4-10, 7am-2am, 7am-5, 1655											

APPENDIX B - Community Rental Spaces Inventory



Category	Venue	Use	Additional Space Info	Capacity	Cost	Other Fees	Liability Insurance	Payment Method	Booking	Rates Available Online	Accessibility	Address	Email	Phone	Contact	Link
	Sherbrooke Community Centre				inquiry 2023-12-18							401 Acadia Drive				https://www.sherbrookecommunitycentre.ca/care-and-services/visitor-services/
	YWCA Saskatoon	Fitness Studio			\$39-49.50 per hour							510-25th Street East		(306) 244-7034 ext. 850		
	Rosewood Community Association				inquiry 2023-12-18							Rosewood Community Association Unit # 10 - 147 Olson Lane West				
	Briarwood Recreation Centre	Community Rec Center		60	35 per hour, 175 per day	\$200 deposit						602 Briarwood Road	briarwoodca@gmail.com			https://briarwoodca.com/rec-centre-rental-2/
	Station 20 West	Board Room		30	half room 105 per day, full room 210 per day							1120 – 20th Street West	info@station20west.org	306-343-9378		https://station20west.org/board-room/
		Café		30	105 evenings/weekends						https://station20west.org/cafe-space/					
		Multi-Purpose		100-200	half room 210 per day, full 420 per day											
	Saskatoon Family Centre	Kids Playspace														https://www.saskatoonfamilycentre.ca/booked-play
	White Buffalo Youth Lodge															https://sktc.sk.ca/white-buffalo-youth-lodge/
	Saskatoon Food Bank Edwards Family Centre	Funeral Home														https://saskatoonfoodbank.org/
	Brighton Marketplace Plaza	Community Centre			offers free use to groups									306-343-5309		https://saskatoonfuneralhome.com/215/Community-Groups-at-the-Edwards-Family-Centre.html https://brightoncommunity.ca/amenities/
	McNab Park & Community Centre Saskatoon Indian & Metis Friendship Centre															
	Frances Morrison Central Library	Theatre		195	Regular 40, Non profit 32 per hour											
	Cliff Wright Library	Auditorium		100	R: 35, NP 28						Must be 18 with valid credit card, no					

Category	Venue	Use	Additional Space Info	Capacity	Cost	Other Fees	Liability Insurance	Payment Method	Booking	Rates Available Online	Accessibility	Address	Email	Phone	Contact	Link			
Saskatoon Public Library	Rusty Macdonald Library	Auditorium		100	R: 35, NP 28			Credit card online, or can contact library.	Online. First come, first serve basis. Can be booked 3-60 days in advance.		open flame permitted, smudging and ceremonial burning can be requested at time of booking, consuming, carrying or selling alcohol or drugs is prohibited, renters may request tables, chairs etc. and are responsible for setting them up, no food or drink in Frances Morrison Central Library Theatre. Cannot charge admission. Can have caterers. Only registered non-profits can have the discount.						https://saskatoonlibrary.ca/spaces/rooms/		
	Alice Turner Library	Auditorium		95	R: 35, NP 28														
	J.S. Wood Library	Auditorium		70	R: 35, NP 28														
	Alice Turner Library	Meeting Room		50	R: 25, NP 20														
	Round Prairie Library	Meeting Room		40	R: 25, NP 20														
	Rusty Macdonald Library	Meeting Room		40	R: 25, NP 20														
	Dr. Freda Ahenakew Library	Meeting Room		35	R: 20, NP 16														
	Mayfair Library	Community Room		35	R: 20, NP 10														
	Cliff Wright Library	Meeting Room		30	R: 25, NP 20														
The Stand Community Organization	Address	Bookstore			inquiry 2023-12-18							315 Main Street							
Saskatoon Trades and Skills																	https://www.saskatoontradesandskills.ca/community/		
Elementary Schools		Classroom (1st space)			\$25.52 p/hour			Cheque, debit, credit card,	Online		Theatres/ gyms not available in July & August. no onsite tech support. No food/drink in areas that aren't cafeterias. Usually no alcohol. No open flames. Paper decorations limited with fire code. Structures need approval. No open public large dances. No advertising of rental on school grounds. No private functions such as team parties, weddings, anniversaries, birthdays, etc.								
		Additional Classrooms			\$5.50 p/hour														
		LCR/Multi-purpose			\$38.12 p/hour														
		Gyms			\$57.48 p/hour														
Collegiates/High Schools		Classroom (1st space)			\$25.52 p/hour														
		Additional Classrooms			\$5.50 p/hour														
		LCR/Multi-purpose			\$38.12 p/hour														
		Gyms			\$63.53 p/hour														
		Outdoor Sports Fields			\$43.87 p/2 hours														

Category	Venue	Use	Additional Space Info	Capacity	Cost	Other Fees	Liability Insurance	Payment Method	Booking	Rates Available Online	Accessibility	Address	Email	Phone	Contact	Link	
Saskatoon Public Schools											Only school personnel can use stage lighting and move curtains. No summer rentals. Wheelchair access must be discussed with supervisor on duty. No food or beverages. Audio visual equipment use requires permission. Weekend use is restricted to 10 hours per day during school year, no rentals past 10pm. Renters are encouraged to bring own data projection devices.						
	Theatres		Includes theatre supervisor and dressing rooms		\$107.09 p/hour	3 hour min, 10 hour max											
		Sound/Lighting			\$18.70 p/hour	if used for over 8 hours, fee is \$26.40 p/hour											
										Baseline quotes are available online.							
										Online							
Coworking Space	Broadway Collective	Meeting Room	Streetfront Boardroom	8	\$50 p/hour, \$150 p/4 hours, \$300 p/8 hours	GST not included						733 Broadway Avenue #101					
			Pitch Room	6	\$35 p/hour, \$100 p/4, \$200 p/8												
		Underground Event Space	The Regal Beagle	100	Sun-Thurs \$600-800, Fri-Sat \$800-1000, live music shows ~\$1000						Not wheelchair accessible. Full bar, tables, chairs, couches, games, sound system, stage, 4 TV's, wifi						
	The Hayloft	Prairie Warehouse Loft	Airbnb and event rental	sleeps 4		Airbnb fees		Airbnb is credit card	Airbnb online, not for events.	No		401 27th Street West					
	Brick Loft Event Co.	Event Space				50% non-refundable of total rental fee at signing for weddings		Cash, e-transfer, cheque, credit cards have 3% processing fee		No		301 1st Avenue South					
	Glass and Lumber	Event Space		150 seated, 250 standing	\$125 p/hr daytime, \$150 p/hr evening. Discounts on full day and full evening	\$200 damage deposit.			Through Email form	Yes		432 20th Street West					
	The Octagon Event Space	Event Space		100	\$2500 p/4 hours, \$4000 p/full day, \$6000 p/full day and evening						Wheelchair accessible washrooms, ample free parking	135 Wheeler Street Unit #7					
	RCAF Astra Hall Rental	Event Space										2407 Avenue C North					
	Studio 301	Event Space										301 1st Avenue North					
	Prairieland Park	Convention Center	Hall A Hall E									503 Ruth St W					
	TCU Place	Convention Center										35 22nd Street East					
	Marquis Hall Events Centre											97 Campus Drive					

Category	Venue	Use	Additional Space Info	Capacity	Cost	Other Fees	Liability Insurance	Payment Method	Booking	Rates Available Online	Accessibility	Address	Email	Phone	Contact	Link
	Wonder & Whimsy Events											1730 Quebec Avenue #2				
	McFarland House	Holistic Medicine Practitioner										716 Queen Street				
	The Premier Event Centre and Banquet Hall	Banquet Hall										147 Robin Crescent				
	Skate Saskatoon Hall (ACT Banquet)	Banquet Hall														
	The Backyard	Event Venue										2426 Dudley Street				

Appendix C

Environmental Scan

Introduction

Purpose

An environmental scan of municipalities was completed to compare policies, practices, and identify potential areas for improvement regarding the accessibility of community spaces in the City of Saskatoon for ethnocultural organizations.

The following municipalities are included in this scan:

1. Burnaby, British Columbia
2. Calgary, Alberta
3. Kitchener, Ontario
4. Vaughan, Ontario

It is noted that the majority of municipalities in both the preliminary scan and the four that were studied rarely included specific policy or considerations for ethnocultural community organizations. The studied policies and practices are in relation to community organizations access to rental facilities as a whole.

Methodology

A total of four Canadian municipalities were selected based on the following criteria:

- The municipality's facility rental system includes best practices;
- The municipality has a similar population size (within 50,000 persons of Saskatoon's population according to the 2021 census) to Saskatoon or;
- The municipality has a relatively similar geographic location to Saskatoon and is also considered a "Prairie City".

Preliminary Scan

A preliminary scan of municipalities was first carried out to identify Burnaby, Kitchener and Vaughan:

1. Canadian cities that have a similar population size to Saskatoon (within 50,000 persons) were identified using the 2021 Census from Statistics Canada.
2. A desktop scan on the municipal website of each City was performed to determine if there was information available on community rental facilities.
3. If such information was available, the municipalities were then researched further on their websites, examining policy and bylaws, and facility booking processes.

4. The municipalities chosen demonstrated best practices with their available information and policies regarding facility rentals through their respective municipal websites.

Calgary, AB was selected due to it being a “prairie city” and the cultural and physical similarities to the City of Saskatoon. Including a “prairie city” was recommended by the project coordinator as there is a perceived similarity to Saskatoon. In the case of selecting Calgary, Alberta, step 1 was modified. Instead, the identified cities for the preliminary scan included the following municipalities due to their location in the three prairie provinces of Alberta, Saskatchewan and Manitoba:

- Edmonton, AB
- Calgary, AB
- Winnipeg, MB
- Regina, SK

Municipality	Province	Population (2021 census)
Markham (map)	Ont.	338,503
Vaughan (map)	Ont.	323,103
Gatineau (map)	Que.	291,041
Saskatoon ₃ (map)	Sask.	266,141
Kitchener (map)	Ont.	256,885
Longueuil ₄ (map)	Que.	254,483
Burnaby (map)	B.C.	249,125
Windsor (map)	Ont.	229,660
Regina (map)	Sask.	226,404
<p><i>Statistics Canada. Table 98-10-0002-01 Population and dwelling counts: Canada and census subdivisions (municipalities)</i> https://www150.statcan.gc.ca/t1/tbl1/en/cv.action?pid=9810000201</p>		

Findings

Overview

The environmental scan of four Canadian municipalities revealed several best practices regarding accessibility of community rental spaces for ethnocultural organizations.

Each municipality offers a comprehensive online inventory of available spaces, including detailed specifications for accessibility, capacity, amenities, fees, and booking policies. Calgary and Burnaby provide free or low-cost options for non-profit organizations, while Vaughan and Kitchener offer reduced rates or waived fees for eligible community groups. Additionally, Kitchener prioritizes Indigenous cultural events and ceremonies, offering in-person support and waived fees. All municipalities have user-friendly online booking systems and offer diverse payment options. The City of Kitchener's website provides translation services in multiple languages, including information on rentals. Vaughan's Community Service Organization (CSO) policy and facility allocation process exemplify how policies can be tailored to support specific community needs.

These findings highlight various strategies employed by like municipalities to encourage accessibility, affordability, and cultural inclusivity in their community rental spaces.



SUMMARY TABLE OF MUNICIPALITIES

City	Population	Policy	Affordability		Accessibility	Availability		Included municipal facilities	Excluded municipal facilities	Notes
			Free Options	Sliding Rates		Pre-Booking Time	Shown Online			
Burnaby, BC	249,125	Community Benefit Bonus Policy	Yes	Yes	Website contains info tab for each space that includes parking, washroom and wheelchair access	Varies, immediately up to 1 year	No		Schools, Libraries	
Calgary, AB	1,306,780	Facility Booking Policy and Procedure Facility Use Agreement	No	No	Does not provide information on accessibility	Varies, 1-3 months	Varies by use	Schools (WIP) to be included	Libraries	
Kitchener, ON	256,885	Facility Usage Policy	Yes	Doesn't appear to have	All community centres have parking and are wheelchair accessible	7 days in advance, no more than 30 days, open at 8:30am	Yes		Schools, Libraries	Has an interactive map of rental facilities
Vaughan, ON	323,103	Community Service Organization (CSO) Policy, Facility Allocation Policy	No	Yes	Each space contains Amenities including washrooms, screens, serving areas, sinks, wheelchair accessibility	Varies, some immediately	Yes		Schools, Libraries	

Burnaby, British Columbia

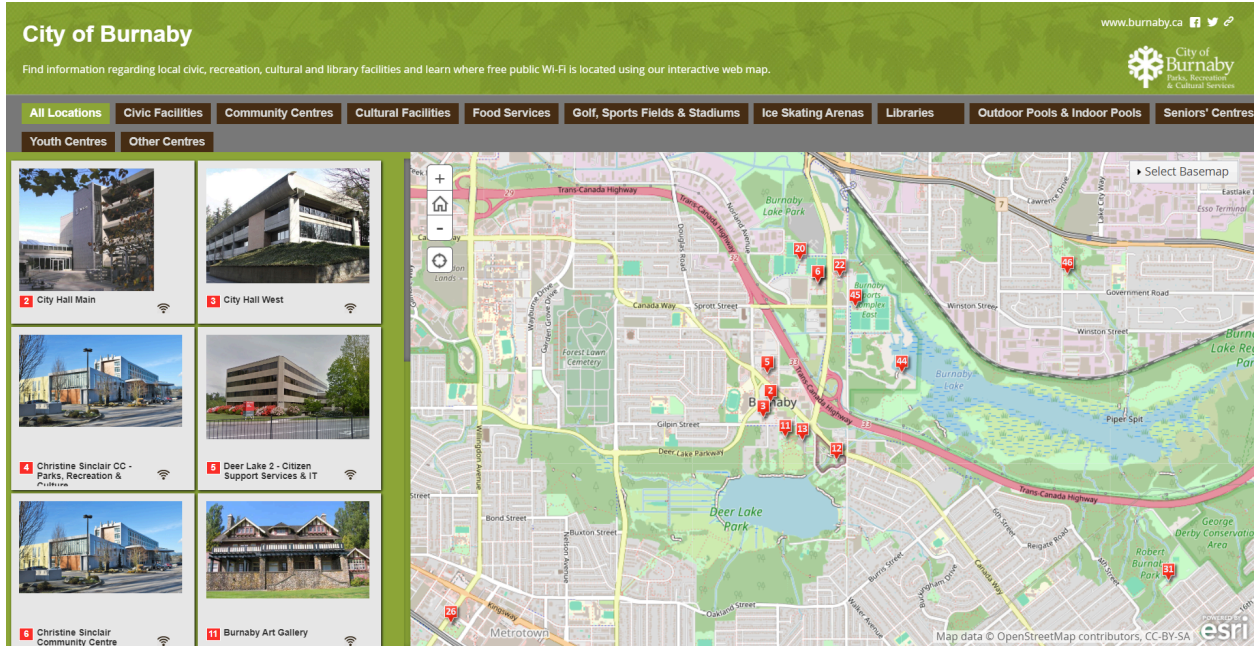
Population: 249,125

Reason for selection: Population, Best Practices

Identified best practices:

- Offer free and low cost meeting spaces to non-profit community organizations¹ with a PDF inventory of:
 - Name of Organization/Facility
 - Address
 - Contact Information
 - Times Available
 - Booking Policy and Permitted Users
 - Room Capacity
- Main rental webpages include specifications for each space such as:
 - Accessibility information (parking, washroom, wheelchair/barrier-free accommodations)
 - Uses of space (i.e. dance practice, birthday parties)
 - Space offerings (i.e. AV, kitchen, patio)
 - Approximate square footage of space
 - Capacity of persons
 - What is included in rental (i.e. table set up, use of projector)
 - What is available for additional fees (i.e. portable bar, TV, etc.)
 - Information on set-up and clean up expectations
 - Food, drink and alcohol information
 - Table and chair specifications
- Main rental webpages also include information on:
 - Liability insurance
 - Cancellation policy
- Some facilities also include the following information on the facility webpage:
 - Public transit link to a trip planner
 - Indication of free or paid parking and accessible parking stalls
- Interactive map showing all civic facilities

¹ [Free or Low Cost Meeting Space Available to Non-Profit Community Organizations in Burnaby](#)



[City of Burnaby Community Centres](#)

Calgary, Alberta

Population: 1,306,780

Reason for selection: Geographic Proximity/"Prairie City"

Identified best practices:

- The City of Calgary has an apparent partnership with school divisions in the City, and have the option to book school gymnasiums on their website. Facilities are categorized into the following:
 - Arenas
 - Birthday Parties
 - Boat Stalls
 - Courts
 - Fire Pits (free)
 - Food Truck Stalls (Bookable at select parks locations)
 - Meeting Rooms
 - Parks and Greenspaces
 - Picnic Sites and Tables (bookable, free)
 - School Gymnasium Availability
 - Sports Fields
- Indicate how far in advance one should book for each of the facilities
- Offer 'reasonable' rates on all municipal facilities

Example of Reasonable Rates:

Small Capacity (10-15 people)

Ernie Starr Arena, Henry Viney Arena, Rose Kohn Arena, Southland Leisure Centre.
\$15 per hour.

Medium Capacity (20-25 people)

For example, meeting rooms with a capacity of 25 people are available to book for \$25 per hour. The meeting rooms are open from 8am until 10pm. The venues are the Calgary Soccer Centre and Father David Bauer Arena.

Large Capacity (30-50 people)

Max Bell Centre (30 capacity room and 50 capacity room) and Rose Kohn Arena (30 capacity room)

\$35 per hour.

Kitchener, Ontario

Population: 256,885

Reason for selection: Population, Best Practices

Identified best practices:

- Offer specific considerations for Indigenous cultural ceremony and activity use as an act of reconciliation
 - This includes information specifically for Indigenous communities on how to access this space
 - The City also waives fees for eligible Indigenous groups for cultural events
 - The City works in person with Indigenous groups to accommodate needs
- Have translation options in many languages clearly available on the entire City website
- Online form that allows renters to clearly communicate their needs for a space. A City staff member then follows up to suggest an appropriate space.
- Online list of facilities includes:
 - Facility and individual facility spaces
 - Capacity
 - Cost range
 - Whether or not the space is licensed for alcohol
- Offer facility grants to subsidize the cost of spaces where you can apply online
- Has a “Licensing and Permits” area on the webpage where it describes the types of licenses and permits you may need to apply for and links the respective websites
- Have “Book a free space” option for any individual or group
 - Applies to community rooms (unsure on capacity) and gyms (up to 10 people)
 - Booking times are 45 minutes
 - Can book from 2 hours up to 30 days in advance

Vaughan, Ontario

Population: 323,103

Reason for selection: Population, Best Practices

Identified best practices:

- Have a Community Service Organization (CSO) policy that allows free and reduced rates on spaces for eligible groups
- There is a facility allocation policy that considers what demographic the group is serving (i.e. youth) that contributes to when that group is able to book

3 Different Rates:

- Community Service Organization
- Resident
- Commercial/Non-Resident

Policy Excerpt:

Definition of Community Service Organization (CSO)

This is a City-approved, Vaughan-based, not-for-profit community organization run by an elected and volunteer board of directors whose prime purpose is to provide recreation, community or leisure services to the residents of Vaughan. Groups must be comprised of 75% residents except in the case of minor sports groups (aged 19 and under) that must be comprised of 90% house league residents. The application requirements, terms and conditions and eligibility criteria are defined in the Community Service Organization (CSO) Policy.

In order to be eligible as a CSO, groups must:

- Have a membership open to all City of Vaughan residents that does not exclude participation on the ground of race, religion or political affiliation and abide by the Human Rights Code;
- Have a minimum of 75% residents except minor sports groups (aged 19 and under) must be comprised of 90% house-league residents;
- Be a not-for-profit, volunteer based and run by an elected and volunteer board of directors; and,
- Demonstrate they exist for the exclusive benefit of Vaughan residents, and to enhance existing services.

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City of Calgary

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City of Kitchener

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City of Vaughan

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