

Minutes of Sidney & North Saanich Memorial Park Society Board Meeting May 23, 2017

Directors Present: John Bell, Richard Paquette, Dick Reynolds, Christie Hall, Jane Hall, Michael Shoemaker, Sheilah Fea

Executive Director: Brad Edgett

Regrets: Mel Sangha, Conny McBride, Bill Blair

Guest: Dennis Sutton

Liaisons: Tim Chad, Sidney Council. Heather Gartshore, North Saanich Council. Barb Menzies, SD63

Meeting called to Order: Richard called the meeting to order at 3:56 p.m.

Approval of Agenda

The agenda was circulated.

Agenda was amended to move the Easement and Parking Agreements to point 4 on the agenda.

Sheilah motioned to approve the agenda, seconded by John. Approved

Adoption of the Minutes

The minutes from March 2017 were circulated.

Carey will add Sheilah to Directors Present and fix the spelling of Richards's name.

Motion made to adopt the minutes by Christie, seconded by Dick, minutes passed.

Report from Chair

We signed the MOU with the Town of Sidney many months ago and have been waiting for the Town to finalize their agreement with the Airport Authority. During that time we have met with the Town many times to work on the final lease. Our lawyer has been given a draft of the lease and we anticipate their feedback. At this time we are requesting approval by the Board to sign off on the lease. There are a few small details to be changed but we are satisfied with the fundamentals of the document.

Easement Highlights:

Society has the power to grant easements and right-of-ways because of the changes made to the Trust Document.

The comments Mel sent by email will be addressed with our lawyer.

The easement is a little larger than we expected. We have not increased the amount we are due because it will ultimately provide improved access to the MWC parking lot.

The Town is responsible for doing everything at their own expense. The lease term will extend until 2077. We will receive \$400,000 over a 5 year period or \$80,000 per year.

Richard motioned to approve authorizing the execution of the Easement, including any minor changes our lawyer suggests. Seconded By Michael. Motion approved.

Parking Agreement:

Parking agreement will be executed at the same time as the easement.

The Trust allows the Trustee to demolish any existing buildings on our property.

2.1 – The Town will build at their own cost a public lot on MPS lands. The Society must allow public parking during displayed public parking hours. The additional parking may also be used by patrons of the Mary Winspear Centre.

The Town of Sidney will pay us an additional 5% of property taxes on top of the 2.5% they already contribute. This funding will maintain at that level for 15 years. At least 10% of each payment must be reserved for capital restoration. In addition the landscaping around MWC will be maintained by the Town of Sidney for a maximum contribution of \$25,000 a year.

The Society, with allowance from the Town will be allowed to charge a temporary fee for the use of the parking lot.

Richard motioned to approve the Parking Agreement with modifications that may be required to comply with our legal advice. Seconded by Christie. Motion approved.

Brad thanked Richard and Michael for all of their hard work over the past several months working on the lease agreements.

[Report from Sidney Council Liaison](#)

4th Street building will be demolished to make way for a condo building that will include 3 work/live spaces. There is still no timeline for when Resthaven work will be completed.

[Report from North Saanich](#)

2017 Budget approved with 1.73% property tax increase for all property classes. 1% goes directly to infrastructure replacement.

Council has approved funding to enable the hiring of a Planning Technician position for a two-year term.

A grant application has been submitted to the Strategic Priorities Fund on behalf of the Peninsula Soccer Association for the Blue Heron Artificial Turf Field Project in collaboration with the Town of Sidney and District of Central Saanich.

Council recently heard a presentation regarding opportunities for municipal support for the McPherson Theatre and has agreed to join the conversation.

Changes to Neighbourhood Meetings: frequency, name and timing. Now called North Saanich Community Meetings.

Report from SD63

The district is faced with the challenge to accommodate the Supreme Court ruling to provide more teachers. We have asked for 6 portables and hopefully we will receive funding to pay for them.

There are current talks to set up a youth health clinic that would be more accessible to students in the District. Stelly's has space at this time to have a doctor or nurse practitioner that would be available to our students.

Report from Executive Director

A grant application for \$2 million was made by the District of North Saanich, Town of Sidney, District of Central Saanich and the Peninsula Soccer Association. The money would be used toward upgrading Blue Heron Park soccer facility and surrounding grounds owned by MPS. Brad has met with Mark Fraser from SD63 who expressed disappointment that they were not included in the application but understands that large fundraising campaigns need to be specifically focused to be successful. MPS is still committed to work with the school district to update the track.

Financials:

MPS has \$92,377 in capital improvement.

Soon we will see changes to BHP fund, once money for easement start coming in.

MWC: almost on budget for April down \$1500. Other revenue is up and almost on par with space revenue.

In the theatre we did an extra show for Chilliwack which brought our expenses up.

We are currently looking at a deficit of \$5000 YTD.

Sheilah motioned to approve the financials, seconded by John. Financials were approved.

Brad asked for all of the Board members to please provide us with a bio of 50-100 words that will be used in conjunction with the photos that were taken today. Please send bios to Bard by the end of June.

We have an exciting summer ahead of us. I am working on Canada 150 events with both the Sidney and North Saanich and have found a sponsor for both events to keep our costs down.

The film Pups Stars contacted us to use the Centre for pre and post production as well as filming in the summer. We have had to move some bookings around but we were able to accommodate them for the entire summer. This is a huge opportunity as it will pay upwards of \$150,000 which will go straight to our bottom line.

At the AGM the constitution and bylaws were approved by the Board. Carey has filed the name change to the Saanich Peninsula Memorial Park Society and the new bylaws are in the transition stage.

Brad presented the Capital Budget which was a working document listing all of the capital projects the Centre should consider over the next five years. 2017 was already approved at the beginning of the year.

2018 – safety railing in theatre, theatre curtains, theatre expansion study, Bodine floor, LED lights, phase 2 of washrooms, fridges, tables and cyclorama screen.

2019 – staging and thrust, video screen, kitchen reno, room 2 floor, lighting phase 2.

2020 – carpet in theatre and boardroom, dressing room refurbishment, HVAC system, theatre expansion.

2021 – sound system and projector, sprinkler system, readerboard, replace half the roof.

John motioned to approve the 5 year capital budget, seconded by Dick. Motion passed.

New Business: Dick suggested that someone should keep track of the CSB construction since it will be on our lands. This person can update the Board on the progress and can bring up any concerns.

Next Meeting Date: Our next meeting will be held on September 26, 2017.

Adjournment at 5:24 pm, followed by an in camera discussion without management.