



Special Council Agenda

The agenda for the **Special Meeting of Council** (with the Board of Education – School District No. 75) to be held in **Room #4** of the Mission Leisure Centre, 7650 Grand St, Mission, British Columbia on Tuesday, October 22, 2019 commencing at 2:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. NEW BUSINESS

(a) Board of Education / School District No. 75 Discussion

- i. Youth Forum (Manager of Social Development, Kirsten Hargreaves)
- ii. Anti-Bullying Project in Mission (School Trustee, Julia Renkema)
- iii. Women's Forum Update (Mayor Pam Alexis)
- iv. Hiring Practices for Women in Trades and Opportunities for Employment in Public Hiring Policy (School Board Vice Chair, Randy Cairns)
- v. Club Kids Program – Additional Space Requests (Director of Parks, Recreation and Culture, Maureen Sinclair)
- vi. Parking at the Mission Leisure Centre (Director of Parks, Recreation and Culture, Maureen Sinclair)
- vii. Signs at Heritage Park Middle School (School Board Chair, Tracy Loffler)
- viii. Public Transit (School Board Vice Chair, Randy Cairns)
- ix. Request for School Enrolment Update (Mayor Alexis)
- x. Clarke Theatre – Summary of Financials (Assistant Secretary-Treasurer, Derek Welsh)

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4. RESOLUTION TO EXCLUDE PUBLIC

That, pursuant to Sections 90 and 92 of the *Community Charter*, this Special Meeting of Council be closed to the public as the subject matter being considered relates to the following:

- Section 90(1)(c) of the *Community Charter* – labour relations or other employee relations;
- Section 90(1)(e) of the *Community Charter* – the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- Section 90(1)(f) of the *Community Charter* – law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment; and

- Section 90(1)(k) of the *Community Charter* – negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

5. ADJOURN TO CLOSED COUNCIL MEETING

Heritage Park - Clark Theatre / Community Gym Analysis - June 2019 Actuals

	Actual 2012-13	Actual 2013-14	Actual 2014-15	Actual 2015-16	Actual 2016-17	Actual 2017-18	Actual 2018-19	Average 3 yr	Average 5 yr	Budget 2019-2020	Budget 2019-2021	Budget 2019-2022	Budget 2019-2023	Reserve Balance
Clarke Theatre Financial Summary														
Hours of Use														
MPSD use / UFV				164	176	184	192	184						
Community / Business Use				1009	1027	925	1000	984						
Total Use	0	0	0	1173	1203	1109	1192	1168						
Community / Business Use				86.0%	85.4%	83.4%	83.9%	84.2%						
Original calculation based on number of uses				88.7%	81.1%	88.0%								
Operating														
Revenue														
Rental Fees	\$ (60,491)	\$ (54,675)	\$ (59,798)	\$ (67,025)	\$ (50,516)	\$ (57,165)	\$ (59,642)	\$ (55,774)	\$ (58,829)	\$ (55,000)	\$ (56,100)	\$ (57,220)	\$ (58,360)	
	(60,491)	(54,675)	(59,798)	(67,025)	(50,516)	(57,165)	(59,642)	(55,774)	(58,829)	(55,000)	(56,100)	(57,220)	(58,360)	
Expenses														
Salary	126,807	121,755	125,488	133,903	139,078	146,561	163,247	149,629	141,655	145,725	148,640	151,613	154,645	
Benefits	20,302	19,900	21,990	22,822	22,772	23,117	24,228	23,372	22,986	20,850	21,267	21,692	22,126	
Supplies & Services	16,794	17,073	15,615	25,073	28,494	26,963	24,938	26,798	24,217	23,200	23,664	24,137	24,620	
Direct Theatre programing costs	163,903	158,728	163,093	181,798	190,344	196,641	212,412	199,799	188,858	189,775	193,571	197,442	201,391	
Net Programing Cost	103,412	104,053	103,295	114,773	139,828	139,476	152,771	144,025	130,029	134,775	137,471	140,222	143,031	
Cleaning & Utility Costs - Theatre	30,101	32,308	31,855	29,467	31,344	33,625	34,566	33,178	32,171	35,260	35,960	36,680	37,410	
Building Supplies & Services														
Cleaning & Utility Costs - Gym	12,599	13,522	13,333	12,333	13,119	14,073	14,468	13,887	13,465	14,760	15,060	15,360	15,670	
Subtotal - Other Operating Costs	42,700	45,830	45,188	41,800	44,463	47,698	49,034	47,065	45,637	50,020	51,020	52,040	53,080	
Net Operating Deficit	146,112	149,883	148,483	156,573	184,291	187,174	201,805	191,090	175,665	184,795	188,491	192,262	196,111	
Capital														
Provincial / Fed Govt Grants	-	(73,620)	-	-	-	-	-	-	-	-	-	-	-	
Theatre Mtce / upgrades exp	44,317	49,484	22,786	-	-	-	-	-	4,557	-	-	-	-	
Capital Deficit	44,317	(24,136)	22,786	-	-	-	-	-	4,557	-	-	-	-	
Total Direct Cost	190,429	125,747	171,269	156,573	184,291	187,174	201,805	191,090	180,222	184,795	188,491	192,262	196,111	
From (to) Theatre Reserve	-	-	-	-	-	-	-	-	-	4,744	8,044	11,273	14,429	\$ 38,490
Total Costs	190,429	125,747	171,269	156,573	184,291	187,174	201,805	191,090	180,222	189,539	196,535	203,535	210,540	
District of Mission Contribution	35,000	35,000	35,000	110,000	35,000	100,000	100,000	78,333	76,000	106,142	110,060	113,980	117,902	56%
Mission Public Schools Contribution	155,429	90,747	136,269	46,573	149,291	87,174	101,805	112,757	104,222	83,397	86,475	89,555	92,638	44%
Reconciliation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Percent of Costs														
District of Mission Contribution	18.38%	27.83%	20.44%	70.25%	18.99%	53.43%	49.55%	40.99%	42.17%	56.00%	56.00%	56.00%	56.00%	
Mission Public Schools Contribution	81.62%	72.17%	79.56%	29.75%	81.01%	46.57%	50.45%	59.01%	57.83%	44.00%	44.00%	44.00%	44.00%	

Heritage Park - Clark Theatre / Community Gym Analysis - June 2019 Actuals

	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Average	Average	Budget	Budget	Budget	Budget	Reserve Balance
Clarke Theatre Financial Summary	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	3 yr	5 yr	2019-2020	2019-2021	2019-2022	2019-2023	
Other Building Costs														
Theatre - Proportional Cost (6.89% of total square footage)														
Utilities	9,541	10,983	10,560	9,954	11,145	10,896	11,408	11,150	10,793	11,640	11,870	12,110	12,350	
Cleaning	20,560	21,325	21,295	19,513	20,199	22,729	23,158	22,029	21,379	23,620	24,090	24,570	25,060	
	<u>30,101</u>	<u>32,308</u>	<u>31,855</u>	<u>29,467</u>	<u>31,344</u>	<u>33,625</u>	<u>34,566</u>	<u>33,178</u>	<u>32,171</u>	<u>35,260</u>	<u>35,960</u>	<u>36,680</u>	<u>37,410</u>	
Community Gymnasium - Proportional Cost (2.88% of space)														
Utilities	3,993	4,597	4,420	4,166	4,665	4,560	4,775	4,667	4,517	4,870	4,970	5,070	5,170	
Cleaning	8,606	8,925	8,913	8,167	8,454	9,513	9,693	9,220	8,948	9,890	10,090	10,290	10,500	
	<u>12,599</u>	<u>13,522</u>	<u>13,333</u>	<u>12,333</u>	<u>13,119</u>	<u>14,073</u>	<u>14,468</u>	<u>13,887</u>	<u>13,465</u>	<u>14,760</u>	<u>15,060</u>	<u>15,360</u>	<u>15,670</u>	
Total	<u>42,700</u>	<u>45,830</u>	<u>45,188</u>	<u>41,800</u>	<u>44,463</u>	<u>47,698</u>	<u>49,034</u>	<u>47,065</u>	<u>45,637</u>	<u>50,020</u>	<u>51,020</u>	<u>52,040</u>	<u>53,080</u>	
Total Building Operations														
Hydro	82,277	93,541	99,662	91,823	99,110	110,702	106,281	105,364	101,516	108,410	110,580	112,790	115,050	
Gas	39,764	45,084	33,624	27,433	43,036	30,924	29,940	34,633	32,991	30,540	31,150	31,770	32,410	
Water / Sewer	12,205	16,746	15,307	17,966	14,890	11,475	21,380	15,915	16,203	21,810	22,250	22,700	23,150	
Garbage / Recycling	4,208	4,007	4,644	7,215	4,697	5,007	7,944	5,883	5,901	8,100	8,260	8,430	8,600	
Total Utilities	<u>138,453</u>	<u>159,377</u>	<u>153,237</u>	<u>144,437</u>	<u>161,733</u>	<u>158,108</u>	<u>165,545</u>	<u>161,795</u>	<u>156,612</u>	<u>168,860</u>	<u>172,240</u>	<u>175,690</u>	<u>179,210</u>	
BSW - Salary	241,966	244,182	247,335	227,955	244,932	275,229	280,279	266,813	255,146	285,890	291,610	297,440	303,390	
BSW Benefits	56,387	65,263	61,684	55,197	48,177	54,587	55,771	52,845	55,083	56,890	58,030	59,190	60,370	
Total Cleaning	<u>298,353</u>	<u>309,444</u>	<u>309,018</u>	<u>283,152</u>	<u>293,108</u>	<u>329,816</u>	<u>336,050</u>	<u>319,658</u>	<u>310,229</u>	<u>342,780</u>	<u>349,640</u>	<u>356,630</u>	<u>363,760</u>	
	<u>\$ 436,806</u>	<u>\$ 468,821</u>	<u>\$ 462,255</u>	<u>\$ 427,589</u>	<u>\$ 454,841</u>	<u>\$ 487,924</u>	<u>\$ 501,596</u>	<u>\$ 481,453</u>	<u>\$ 466,841</u>	<u>\$ 511,640</u>	<u>\$ 521,880</u>	<u>\$ 532,320</u>	<u>\$ 542,970</u>	

BSW 2015/2016	5.25 FTE	
BSW 2016/2017	5.75 FTE	
BSW 2017/2018	6.18 FTE	(short staffed based on formula allocation)
BSW 2018/2019	6.00 FTE	

Note: UFV pays a per sq mtr rate of \$59.13. Annual cost is \$143,743.57 in 2019. UFV owns & occupies 18% of the building & 37% of the lands