



COUNCIL REPORT  
Corporate Services  
For the January 28, 2020 Council Meeting

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DATE: January 16, 2020  
TO: Paul Gipps, CAO  
FROM: Steve Neil, Land Agent  
RE: Renewal of Westbank Museum Lease Agreement

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**RECOMMENDED MOTION:**

**THAT** Council authorize the Mayor and Corporate Officer to execute the lease agreement with the Westbank Museum and Arts And Crafts Society for use of the Museum for a five year term commencing January 1<sup>st</sup>, 2020.

**RATIONALE:**

The existing lease with the Westbank Museum and Arts and Crafts Society (WMACS) expired on December 31<sup>st</sup>, 2019. The new lease will allow the WMACS to continue operations for 5 more years upon approval from Council.

**LEGISLATIVE REQUIREMENTS:**

In accordance with *section 26 and 94* of the *Community Charter*, the City has published notices of the proposed lease for 2 consecutive weeks in the Westside Weekly, giving notice to residents that the City intends to give assistance to the WMACS by leasing the premises at less than market value.

**BACKGROUND:**

The Museum has been leased to the WMACS for consecutive 5 year terms since 2010, with the most recent term expiring on December 31<sup>st</sup>, 2019. In 2010 the City took over the former RCMP building and converted it into the new museum and contracted the Museum to the WMACS, opening the doors to the public in 2011. WMACS also operates the Visitor Information Centre from this location.

The new lease agreement contains the same terms and conditions as the previous lease agreement. It is for a five year term commencing January 1<sup>st</sup>, 2020, through to December 31<sup>st</sup>, 2024. Either party may terminate the lease by giving one year's written notice. The rent during the term is one dollar per year, and City provides an annual operating grant which in 2019 was \$75,000.

FINANCIAL IMPLICATIONS:

- The annual allocation of financial support to the Westbank Museum and Arts and Crafts Society of \$75,000 (for 2019) has been established within the 2020 – 2029 Financial Plan, and is to be reviewed annually during the term of the lease.

ALTERNATE MOTIONS(S):

- **THAT** Council postpone consideration of the Agreement with Westbank Museum and Arts and Crafts Society and request staff to return with further information.

REVIEWED AND APPROVED BY:

Warren Everton, Director of Finance/CFO  
Tracey Batten, Deputy CAO/Corporate Officer  
Paul Gipps, CAO

Powerpoint: Yes ☐ No ☒

Attachments:

Attachment 1 – Copy of Lease Agreement with WMACS