

Minutes of  
Saanich Peninsula Memorial Park Society  
Board Meeting  
April 28, 2020

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**Directors Present:**

Sheilah Fea, Jane Batty, Linda Pendray, Ross Imrie, Bruce McLarty, Floyd Mailhot, Malcolm Brailsford, Dick Reynolds, Tim Chad.

**Regrets:** Nola Silzer, SD63.

**Liaisons:** Chad Rintoul, Sidney. Heather Gartshore , North Saanich.

**Executive Director:** Brad Edgett

1. Meeting Called to Order
  - a. Sheilah called the meeting to order at 11:05 am.
2. Approval of Agenda
  - a. The agenda was circulated.
  - b. Ross motioned to approve the Agenda, Dick seconded, agenda was approved.
3. Approval of the February Minutes
  - a. Floyd motioned to approve the February 25, 2020 Minutes. Seconded by Malcolm. Minutes were approved.
4. Report from North Saanich
  - a. Council Procedure Bylaw update re: electronic participation
  - b. Budget Committee: overall tax increase will be 1.44% resulting in a 1.65% increase for Residential and Other Classes, and a .95% increase for Business and Light Industry. This amounts to a \$21 increase for the average residential property.
  - c. COVID-19 Response:
    - Penalty deferment for utility bills
    - Property taxes: Residential and Farm Properties: First penalty date moved to August 1<sup>st</sup>; second penalty date on October 1<sup>st</sup>. Commercial Properties: penalty date is October 1<sup>st</sup>.

5. Report from Sidney
  - a. Council meetings are closed to the public and live streamed on the town website. A handful of Councilors are attending in person, others are joining by video.
  - b. The Sidney EOC has been working to support seniors and the most vulnerable in our community. They are also working closely on supply chain management alongside the Mary Winspear Centre.
  - c. Looking forward to the recovery phase. Working with SBIA and Chamber to connect with businesses on what they will need in the way of support moving forward.
  - d. Revised taxation for 2020. Residential increase was 1.79% will now be 0% increase. 10% tax reduction for business and industrial.
  
6. Report from SD63 sent via Email. Please see attached.
  
7. Chair's Report
  - a. Thank you to staff who have been actively working on building maintenance during this time. Bodine Hall has been painted; all the washrooms have new counters and sinks.
  - b. Office staff is working hard from home rescheduling shows and calling patrons.
  - c. Website needs to be updated with new Board member bios and pictures.
  - d. The Centre has opened to accommodate the Blood Donor Clinics. Their donation numbers are up and are grateful for the space to allow for proper social distancing. They may move to two clinics per month.
  
8. Treasurers Report
  - a. Markets are down 30-40%. At our worst point we were down 8% but have bounced back to 4%. The management portfolio is doing extremely well considering the economic climate.
  - b. Small portion still sits in Bank of Nova Scotia, the preferred shares producing excellent returns. We are in no rush to move the money into the shared management fund.
  - c. Brad thanked Ross who has done an amazing job with our investments taking a proactive approach.
  - d. Tim motioned to accept the financials, seconded by Malcolm.

9. Report from Executive Director:
  - a. January budgeted \$16,000 loss, actual \$7000.
  - b. February budgeted \$7200 loss, actual \$4000.
  - c. March forecasted surplus of \$2000, we were down \$38,000 because of the pandemic.
  - d. Applied for the 75% Canada Emergency Wage Subsidy
  - e. Approved for the Government Small Business loan of \$40,000. If we pay it back by December 2022, we can keep \$10,000.
  - f. Most of the theatre shows have been rescheduled for future dates.
  - g. New Covid clause in contract to protect the theatre if we have to cancel shows due to the pandemic.
  - h. Working on revenue opportunities with the Chamber and SBIA, looking at markets and drive in theatre.

Next Meeting Date: Our next meeting will be called at the digression of the Chair.

Adjournment at 12:06 pm.