

NO: R123

COUNCIL DATE: June 27, 2022

REGULAR COUNCIL

TO: **Mayor & Council** DATE: **June 23, 2022**
FROM: **General Manager, Parks, Recreation & Culture** FILE: **0550-20**
SUBJECT: **License of Crescent Park Pottery Studio to Semiahmoo Potters Society**

RECOMMENDATION

The Parks, Recreation & Culture Department recommends that Council:

1. Receive this report for information;
2. Authorize the General Manager of Parks, Recreation & Culture to execute a license agreement with the Semiahmoo Potters Society for an initial five-year term to allow the Semiahmoo Potters Society to occupy and operate at Crescent Park Pottery Studio as generally described in this report; and
3. Approve the option for the General Manager of Parks, Recreation & Culture to extend the license agreement for one five-year term subject to satisfactory services provided by the Semiahmoo Potters Society.

INTENT

The purpose of this report is to seek Council approval to enter into a license agreement with Semiahmoo Potters Society (the "Society") for the use and operation of Crescent Park Pottery Studio (the "Premises") located at 2585 132 Street, Crescent Park (the "Property"), illustrated in the map attached as Appendix "I".

BACKGROUND

The new Premises is the result of repurposing the former park caretaker residence and public washroom located in the Property. The Premises was identified as underutilized and available for repurposing. A review of community needs identified during the development of the Parks Recreation & Culture Strategic Plan (2018-2027), included a lack of studio spaces. This, combined with high demand for registered pottery courses, and an active pottery community in South Surrey, indicated a strong business case for repurposing the building as a community pottery studio. Appendix "II" illustrates the building and floor plan.

In August 2020, staff conducted consultations with members of the arts community to review the concept of repurposing the Premises to create a general studio space, and possibly a pottery studio. Staff provided background information and engaged those attending in dialogue regarding needs and the potential operating model of the facility. Art organization representatives attended included: Semiahmoo Arts Society, the Society, Kwantlen Polytechnic University Ceramics staff and alumni, Fraser Valley Potters Guild, White Rock and South Surrey Arts Society, and AgentC Projects. There was a strong support for the project.

On August 17, 2021, the City issued a Request for Expression of Interest and Statement of Qualifications (“RFEOI/SOQ” No. #) to identify a suitable operator for the Premises.

DISCUSSION

Following the RFEOI/SOQ process the Society was the only group to submit a proposal. The City identified the Society as a suitable operator. The Society has been active since 1994, is well-known in the community, and has 47 active members. As such, staff recommend that the City grant the Society a license for the use of the Premises. The City and the Society have agreed on the terms and conditions for a 5-year term license (the “License”). The Parks, Recreation & Culture Department is supportive of the proposed License, which main terms and conditions are as follows:

1. Duration: 5-years (City may terminate the License with 60 days notice)
2. Rent: \$9,630 per annum*
3. Utilities: Licensee is responsible for all utility services to the Premises.
4. Maintenance: City is responsible for all buildings and structures on the Property.

**Subject to fair market lease rate changes.*

It is expected that the Society, as a non-profit organization, will apply to Council for an annual grant in lieu of rent under the City’s Leasing of Municipal Land & Buildings Policy (P-3), attached as Appendix “III”. This policy requires that all City leases/licenses to non-profit organizations be at fair market value with the ability for such organizations to apply for grants in lieu of rents.

Additional safety policy and procedures will be added to the License to ensure safety of the Society and the patrons.

About Semiahmoo Potters Society

The Society has been in operation for 27-years and is a registered society in good standing in BC with an elected board and a long history of successfully offering public programs, workshops, exhibitions and other events. Currently, the Society is operating out of the South Surrey Recreation Center. The license of the Premises provides an opportunity for the Society to expand their outreach programming, support the practices of beginners through established local potters, and provide access to residents interested in making pottery, learning about pottery, and acquiring local ceramic pieces through exhibitions.

The mission of the Society is to foster, encourage, and develop the ceramic art of pottery in the South Surrey and White Rock communities by:

- The provision of facilities, equipment and services not otherwise available to the members; and
- The provision of a forum for the interchange of knowledge and skills among the members.

The Society vision of the future is to be a well-known, active, community pottery resource for White Rock and Surrey that is financially stable and offers a variety of ceramic techniques/firings, workshops, shows, and sales.

Legal Services Review

This report has been reviewed by Legal Services.

SUSTAINABILITY CONSIDERATIONS

The proposed License agreement with the Society supports the objectives of the City's Sustainability Charter 2.0. In particular, this agreement relates to the Sustainability Charter 2.0 themes of Built Environment and Neighbourhoods and Education and Culture, and Inclusion. Specifically, this project supports the following Desired Outcomes ("DO") and Strategic Directions ("SD"):

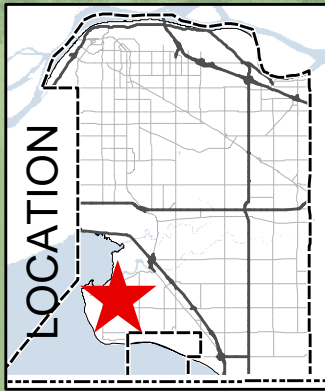
- Neighbourhoods & Urban Design DO15: All new buildings, public places and outdoor spaces are welcoming, safe and universally accessible;
- Arts and Heritage DO7: An enviable and vibrant arts and heritage sector contributes to Surrey's citizen engagement, enrichment, economy, community livability and civic pride;
- Arts and Heritage DO9: Surrey supports and celebrates its diverse artists, cultures and community heritage through inclusive festivals, programming and events;
- Arts and Heritage DO12: Surrey nurtures a unique participatory community-based arts scene;
- Arts and Heritage SD9: Support the development of local artists of all ages and through all stages; and
- Arts and Heritage SD8: Support the growth of a diverse arts sector through the development of Surrey's cultural corridor.

CONCLUSION

Based on the above discussion, it is recommended that Council approve the execution by the appropriate City officials of a license agreement with the Society to allow for the use of the Premises as generally described in this report.

Laurie Cavan
General Manager
Parks, Recreation & Culture

Appendix "I": Map of Crescent Park Pottery Studio
Appendix "II": Layout of Crescent Park Pottery Studio
Appendix "III": City Policy P-3: Leasing of Municipal Land & Buildings Policy



Project Location

Crescent Park

2585

2654

13229

26 Ave

132 St

2560


2540

2520

LEGEND

- Project Location
- Parks

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Scale: 1:1,500 

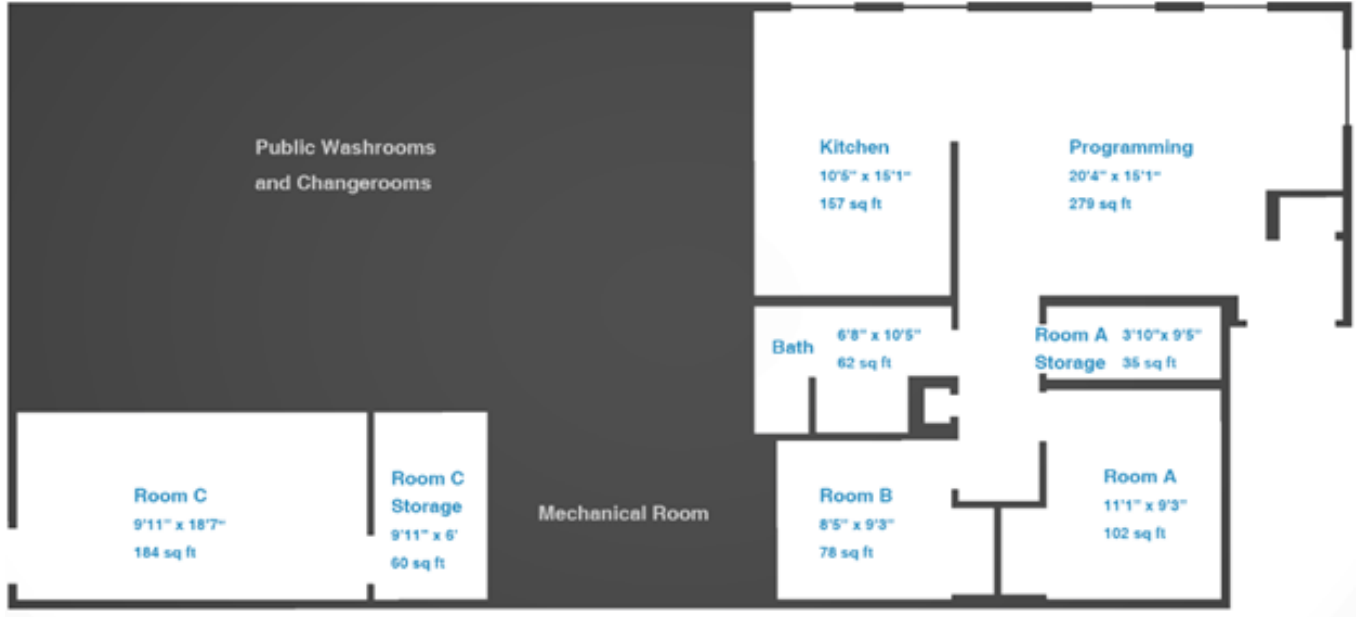


Crescent Park Pottery Studio

**Parks,
Recreation and
Culture Department**

APPENDIX "II"

Crescent Park Pottery Studio Layout





CITY POLICY

No. P-3

REFERENCE:

REGULAR COUNCIL MINUTES
9 JANUARY 1978
PAGE 34

APPROVED BY: CITY COUNCIL**DATE:** 29 JUL 1996 (RES 96-2252)**HISTORY:** 10 AUG 1992; 25 NOV 1991;
28 JAN 1991; 9 JAN 1978**TITLE: LEASING OF MUNICIPAL LAND & BUILDINGS**1. Leasing Procedures

The policy dealing with the leasing of municipal land to any private organization or to any organization having to do with recreation in the Municipality or any other person who requests permission to lease municipal land shall be as follows:

- (i) That any municipal land leased shall be leased at its full market value.
- (ii) That any municipal land that is leased shall be subject to full municipal taxes.
- (iii) That in the matter of a grant in lieu or part of or of the whole of the annual lease and/or annual taxes on leased municipal land shall be at the discretion of the Municipal Council each year.
- (iv) That before Council decides on a grant under (iii) if the leased land is being used for recreational purposes a recommendation will be obtained on the use of the land by the recreational group from the Parks and Recreation Commission.
- (v) That the annual lease rental on municipal property be reviewed for recreational purposes every five years.

2. Non-Profit Organizations for Recreational Use

- (1) That membership in the organization be open to the general public.
- (2) That the property proposed for lease be appraised at full market value.
- (3) That the lease be for a maximum term of 5 years.
- (4) That all utility rates be paid by the lessee.
- (5) That full taxes be paid to the general revenue account of the Municipality.

* This policy is subject to any specific provisions of the Local Government Act, or other relevant legislation or Union agreement.

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- (6) That the Land Agent negotiate a lease fee reflective of current market lease rates to be paid annually to the General Revenue Rental Account (policy is that all rentals are transferred to the General Capital Expenditure Program).
Amended August 10, 1992
- (7) That the Municipal Council provide a grant of 50 percent on Item (5) and a full grant on Item (6) to a maximum of \$60,000.00 per year on behalf of each lessee.
Amended November 25, 1991
- (8) Minor maintenance to be the responsibility of the lessee.
- (9) Major maintenance, improvement or additions must be agreed to by the Municipality and will be the responsibility of the Municipality, except by mutual agreement where the Municipality may permit the lessee to carry out this type of work.
Amended August 10, 1992
- (10) In regard to community centres leased to Community Associations, the Association will be required to pay a fee of \$1.00 per annum in rent, free of Municipal taxes; prepaid for the term of the lease.
- (11) With regard to vacant land leased for the unrestricted benefit of the community, the non-profit organization will be required to pay a fee of \$1.00 per annum in rent, prepaid for the term of the lease.
*Added July 29, 1996
(Res 96-2252)*
3. Private Companies, Individuals or Organizations with Limited Membership (i.e. Golf Clubs, Winter Clubs, etc.)
- (1) That the property proposed for lease be appraised at full market value.
- (2) That the lease be in terms of not less than 5 years where feasible.
Amended August 10, 1992
- (3) That a re-appraisal of the property and a fee review be carried out prior to lease renewal or fee negotiation.
Amended August 10, 1992
- (4) That all taxes and utility rates be paid by the lessee.
- (5) That the Land Agent negotiate a lease fee reflective of current market lease rates to be paid annually to the General Revenue Rental Account.
Amended August 10, 1992

* This policy is subject to any specific provisions of the Local Government Act, or other relevant legislation or Union agreement.

4. The public liability insurance on Municipal land and/or buildings leased by the Municipality to associations and other groups shall be a minimum of \$2 million or higher at the discretion of the Municipal Manager should the required liability be higher than \$2 million.

Amended January 13, 1992

* This policy is subject to any specific provisions of the Local Government Act, or other relevant legislation or Union agreement.