



**City of Lloydminster
Request for Decision (RFD)**

Subject Matter: Vic Juba Community Theatre Funding Request

Department: Community Development Services

Presented By: Tracy Simpson

Council Meeting Date: December 16, 2024

Recommendation:

That Council approve Administration to amend the funding agreement with the Vic Juba Community Theatre regarding the Project Coordinator position dated December 15, 2023, to be extended for an additional six (6) months. In addition, that \$25,000 be allocated from the Recreation & Culture Operating Reserve (1-700-740-34170), and that Administration be authorized to sign and seal all necessary documents.

Issue: The funding agreement with the Vic Juba Community Theatre Project Coordinator position is expiring and the Vic Juba Community Theatre Board has requested an extension of the agreement.

Background: In March 2023, the City of Lloydminster as the sole member of the Vic Juba Community Theatre (Theatre) society, requested the Vic Juba Community Theatre Board (Board) that the Board complete a thorough review of their bylaws and other governance documents and transition the board from an operational board to a governance board. In addition to the governance document review, the City requested that the Theatre also complete an operational review and business plan. Funding was provided by the City to support these requests, and a funding agreement was executed on a one-year term with the option of a six-month extension.

The Theatre hired a Project Coordinator on a one-year term in 2024. The Project Coordinator supported the transition of Microsoft 365 for all Theatre staff, completed review and adoption of twelve (12) new policies, three (3) existing policies and fourteen (14) historical policies, and documented key procedures and guidelines. Draft bylaws are also in review and anticipating approval in Q1 2025.

There is still further work to be completed however, and the Board is requesting an additional \$25,000 and six (6) additional months to complete the requests of the City. Following discussions during the Budget 2025 meetings, this item was requested by Council to be brought forward separately for discussion and decision.

Options:

1. That Council approve Administration to amend the funding agreement with the Vic Juba Community Theatre regarding the Project Coordinator position dated December 15, 2023, to be extended for an additional six (6) months. In addition, that \$25,000 be allocated from the Recreation & Culture Operating Reserve (1-700-740-34170), and that Administration be authorized to sign and seal all necessary documents

2. That Council does not approve the amendment to the funding agreement and additional funding for the Project Coordinator position requested by Vic Juba Community Theatre.
3. That Council request further information and that the item be brought forward to a future Regular Council Meeting for decision.

Alignment with Strategic Plan: This item is in alignment with the following strategic area: Delivering Good Governance. The City of Lloydminster has requested that the Vic Juba Community Theatre update their governance documents.

Legal Review: Legislative Services will complete a review of the amending agreement prior to execution.

Governance Implications: N/A

Budget/Financial Implications: The funds will be allocated from the Recreation & Culture Operating Reserve 1-700-740-34170.

Environmental Implications: N/A



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Report Approval Details

Document Title:	Vic Juba Community Theatre Funding Request Dec 16 2024.docx
Attachments:	
Final Approval Date:	Dec 5, 2024

This report and all of its attachments were approved and signed as outlined below:

Marilyn Lavoie

Dion Pollard