



**SUBJECT: Community foundation donation agreement**

**TO: Committee of the Whole**

**FROM: Parks & Recreation Department**

Report Number: PR-13-17

Wards Affected: All

File Numbers: 930-01

Date to Committee: June 26, 2017

Date to Council: July 10, 2017

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### **Recommendation:**

Authorize the Mayor and City Clerk to sign a donation agreement(s) with a local community foundation for the development and enhancement of various community parks, to the satisfaction of the Director of Parks and Recreation, City Solicitor and the Executive Director of Capital Works.

### **Purpose:**

A Healthy and Greener City

- Healthy Lifestyles

An Engaging City

- Good Governance

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### **Background and Discussion:**

In March 2017, the City was approached by a local community foundation interested in the development and enhancement of city parks. Their interest focused on keeping youth active and outdoors throughout the city. The local foundation is a new donor to the City and has requested that they not be officially named until the time of a signed donation agreement.

In May 2017, City staff prepared a variety of opportunities for the foundation and the members of their board to consider. At the time of writing this report, various park

projects scheduled for development in 2017 and 2018 were being considered and shortlisted by the board members.

Given the timing of committee and council meetings along with the interest to have donation agreements produced and signed by both the City and the community foundation prior to the tender process in September 2017, requires staff to request permission to enter into a donation agreement.

Over the summer months and into the fall season as donation agreements materialize, Council would then be informed of the various projects and details through regular means of communication including a council information package memo.

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### **Financial Matters:**

Donation values and projects will be disclosed once donation agreements have been established.

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### **Connections:**

Three departments have been connected on this opportunity with the local community foundation; Parks and Recreation, Capital Works (Parks and Open Space section), and Roads and Parks Maintenance.

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### **Public Engagement Matters:**

As donation agreements are signed, various methods of public communication will be provided informing residents of the projects and timing that were selected by the local community foundation. This includes, but is not limited to various press releases, website announcements, City Talk and more.

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### **Conclusion:**

Staff are excited to work with a new local community foundation and are seeking support from Council to proceed with a donation agreement once project and funding particulars have been finalized. Council will hear back from staff with the details of the donation agreement in the Fall of 2017.

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Respectfully submitted,

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Manager of Recreation Services

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**Report Approval:**

All reports are reviewed and/or approved by Department Director, Director of Finance and Director of Legal. Final approval is by the City Manager.