



Date: 10/09/2020

To: Central Cariboo/City of Williams Lake Joint Committee

And To: John MacLean, Chief Administrative Officer

From: Darron Campbell, Manager of Community Services

Date of Meeting: Central Cariboo Joint Committee_Sept17_2020

File: 2240-20-7800

Short Summary:

Proposed Contribution Agreement with Daybreak Rotary to Deliver the Stampede Parade

Voting:

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Memorandum:

At its meeting on June 24, 2020, the Central Cariboo Joint Committee directed staff to prepare a draft multi-year contribution agreement with the Daybreak Rotary Club of Williams Lake to support delivery of the annual Stampede Parade.

Staff from the Regional District and City of Williams Lake met with club representatives July 13 and September 9, 2020 to discuss and confirm potential agreement structure and terms.

It was determined that a three-year contribution agreement with participation from all three parties is the preferred approach going forward, with each assuming an important role.

Rotary will be primarily responsible for organizing and delivering the parade with the City events coordinator working from the Cariboo Memorial Recreation Complex available to provide liaison and communication support.

The Regional District will provide the financial contribution through the Central Cariboo Arts and Culture budget.

This structure is similar to previous Fee for Service agreements with Rotary; however, a more active liaison role from City staff is expected to make delivery of the parade more effective and efficient.

Since 2011, a Fee-for-Service contribution agreement has been in place with Rotary, which provided \$5,000 annually through the Central Cariboo Arts and Culture function budget and with the Central Cariboo Arts and Culture Society serving as the contract administrators as it does with the ten other Fee for Service agreements.

Other Fee-for-Service agreements with arts and culture groups like the Station House Gallery and museums in Horsefly, Likely, 150 Mile and Williams Lake were renewed in 2020 for a three-year term.

Attachments:

Proposed three-year contribution agreement between the Rotary Club, the City of Williams Lake and the Cariboo Regional District.

Financial Implications:

The proposed annual contribution is \$10,000 allocated to the Central Cariboo Arts and Culture function financial plan. This is a \$5,000 increase from previous contribution agreements with Rotary which will require additional funding in the CCAC budget. However; the net impact of the increase may be partially accounted for through funding identified specifically for new contribution agreements as well as previous year surpluses in the budget.

Policy Implications:

None.

Alignment with Strategic Plan:

- Communication:** Facilitate communication strategies throughout the entire Cariboo Regional District that meet the needs of residents, community stakeholders, and other levels of government.
- Planning:** Intentionally plan services and activities of the CRD to prepare for future needs of residents and community stakeholders.
- Economic Sustainability:** Foster an environment to ensure the economic sustainability of CRD communities and the region.
- Governance:** Ensure that CRD governance policy and practices are intentional, transparent, and respectful.

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CAO Comments:

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Options:

1. Endorsement of the recommendation;
2. Receipt and other action at the direction of the Committee;
3. Defer.

Recommendation:

That the agenda item summary from Darron Campbell, Manager of Community Services, dated September 10, 2020, regarding a proposed three-year contribution agreement with the Rotary Club of Williams Lake Daybreak and the City of Williams Lake in the amount of \$10,000 per year to deliver the annual Stampede Parade, be received. Further, that the agreement be approved

with the contribution funding allocated to the Central Cariboo Arts and Culture budget and that the appropriate signatories be authorized to execute the agreement.