



Date: May 3, 2012

**TO:** Board Members – Vancouver Park Board  
**FROM:** General Manager – Parks and Recreation  
**SUBJECT:** Creekside Office Space Lease Agreement with  
Canadian International Dragon Boat Festival Society

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## RECOMMENDATION

- A. THAT the Board approve a 3-year lease agreement with one 3-year option term with the Canadian International Dragon Boat Festival Society for the use of office space located in the Creekside Community Recreation Centre as identified in Appendix A;*
- B. THAT all legal documentation is to be in a form which is satisfactory to the Director of Legal Services for the City of Vancouver and the General Manager;*
- C. THAT the General Manager be authorized to execute and deliver such documentation on behalf of the Board;*
- D. THAT no legal rights shall arise and no consents, permissions or licenses are granted hereby and none shall arise or be granted hereafter unless and until all contemplated legal documentation has been executed and delivered by all parties.*

## BACKGROUND

Creekside, Vancouver's 24<sup>th</sup> community centre opened in the summer of 2010 and features a fitness centre, gymnasium, dance studio, several multipurpose rooms along with amenities for the non-motorized boating community. The centre also accommodates a sport performance lab operated by Canadian Sport Centre Pacific and a licensed childcare facility operated through a partnership with the Developmental Disabilities Association.

The Canadian International Dragon Boat Festival Society is a non-profit society that has had a positive relationship with the City and Park Board dating back twenty years. The Society is responsible for coordinating the highly successful International Dragon Boat Festival, which is held in the South False Creek area on an annual basis.

## **DISCUSSION**

A legacy of the 2010 Winter Games, Creekside Community Recreation Centre has been a destination for recreational activities, high performance training and non-motorized boating activities of various types. Although, a range of program opportunities are presently being offered, tremendous potential remains for further development of waterfront activities, through partners such as the Canadian International Dragon Boat Festival Society.

The Canadian International Dragon Boat Festival Society has been a major contributor to the growth and development of dragon boating in the Lower Mainland over the past two decades. The Society also operates the Dragon Zone Paddling Club that supports and complements the annual festival held in June. Throughout the year, the Club offers a variety of waterfront programs such as dragon boat, kayak, and canoe instruction, workshops and rentals to approximately 3,000 participants of all ages. In addition, this group works closely with local high schools and elementary schools to encourage youth participation through coaching and training opportunities.

In 2008, the Vancouver Sport Strategy was approved by Park Board and City Council, as the City's guide for enhancing access to sport and physical activity. Among the key recommendations is a direction to explore strategic partnerships with local agencies as a method of improving the quality and diversity of recreation opportunities for residents.

Over the past year, Park Board staff have collaborated with the Society to offer a number of successful waterfront programs through the Creekside location. Recently, the Society has been using a small office space (100 square feet) within the community centre for administration of programs and other Society business. This report recommendation is intended to formalize an arrangement for the longer term use of this office.

### **Terms of Agreement**

The Canadian International Dragon Boat Festival Society requires a small office space for administration and coordination of programs including waterfront activities for the public. The rent payable by the Society to the Park Board would be \$2,000 per year, calculated as \$20.00 per square foot for the 100 square foot office space. The Society will also be responsible for utility expenses proportionate to the area of exclusive use. Annual increases will be based on the rate of inflation (using CPI), effective January 1 of each year. The term of the agreement would be January 1, 2012 to December 31<sup>st</sup>, 2014.

In addition to rent, the Park Board will continue to receive support from the Canadian International Dragon Boat Festival Society for the delivery of waterfront activities (ie. dragon boating, kayaking and canoeing). Park Board staff will collaborate with Society staff and contractors to provide public programs, for which the Park Board would administer and collect revenues.

Further developing the current relationship with the Society will assist the Park Board to explore new opportunities and expand existing programs in this growing waterfront community.

## **SUMMARY**

The partnership opportunity with the Canadian International Dragon Boat Festival Society aligns with the Vancouver Sports Strategy and Park Board strategic goals, including the delivery of relevant recreation programs and services. Staff recommend that the Board approve the terms noted above and permit the General Manager to enter into a formal agreement with the Canadian International Dragon Boat Festival Society, for the lease of office space in the Creekside Community Recreation Centre.

Prepared by:  
Daisy Chin  
Recreation Supervisor

Appendix A

Creekside Community Recreation Centre – Main Floor  
Office Space (circled)

