

December 1, 2016

Distributed via email

Dear CCA Presidents and Directors,

**Re: CCA Joint Operating Agreement - Final Draft**

Together, we have reached an important milestone toward a new Joint Operating Agreement (JOA): I am pleased to provide you with a [Final Draft JOA](#) for your consideration. This Final Draft JOA has resulted from significant efforts by the Park Board Commissioners, Community Centre Associations (CCAs) and Park Board staff. I truly believe it will provide us with a strong foundation to continue to provide high quality recreation and other services across Vancouver’s community centre network.

We are closer than we have ever been to an updated JOA that reflects the important relationship between the Park Board and the CCAs. Over the past four weeks, Park Board staff have carefully considered 275 pages of feedback that CCAs provided and have made over 100 changes to the body of the JOA. The Final Draft JOA will be presented to the Park Board Commissioners on December 12, 2016, and will be discussed at the Park Board Special Meeting on January 25, 2017. This meeting will be open to the public and you are encouraged to attend and participate. We are assessing the possible need for a change in location, and will let everyone know the final decision next week.

On Saturday, December 3<sup>rd</sup>, Park Board staff will be holding an information meeting to walk you through the Final Draft JOA and to answer any outstanding questions you may have about the JOA. Please see the table below for a summary of next steps.

**Overview of Next Steps**

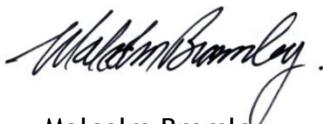
Date	Milestone	Purpose	Who is involved
Dec 01/16	Final Draft JOA is distributed	To share the JOA with CCAs, Park Board Commissioners, and the public.	CCAs, Park Board Commissioners, and the public
Dec 03/16	Information Meeting	To walk through the Final Draft JOA, to answer any questions CCAs have about the document, and to discuss the changes made to the JOA as a result of CCA feedback.	CCAs and Park Board Staff  <i>* Commissioners will not be present</i>
Dec 05/16	Park Board Meeting - Public Notice	To publicly post the agendas and meeting materials for the Dec 12 Park Board Committee & Board meetings.	Park Board staff and the public.

Date	Milestone	Purpose	Who is involved
Dec 12/16	Park Board Meeting - Staff Report	For Park Board staff to provide an overview of the proposed JOA to Park Board Commissioners.	Park Board Commissioners and staff <i>* CCAs and the public may attend, but no speakers will be heard</i>
Jan 25/17* <i>*Jan 26 held for back-up</i>	Park Board Special Meeting	For Park Board Commissioners to hear the public's feedback on the Final Draft JOA and vote on staff recommendations.	Park Board Commissioners, CCAs, the public, and Park Board staff
Mar 01/17	JOA signing deadline	For the CCAs to sign the Agreement.	CCAs and Park Board staff

Attached are copies of the [Final Draft JOA](#), [Summary of Key Terms](#), and a [lined version](#) of the Final Draft JOA that shows all the changes made to Draft 2. These documents, the [Consultation Summary Report](#), and all other related materials are available on the [JOA Consultation website](#).

I would like to extend my sincere thanks for the time, effort, and consideration that the CCAs put into providing feedback on JOA. The Final Draft JOA reflects the shared, transparent process that the CCAs, Park Board Commissioners, and Park Board staff undertook together. I am confident that it will provide us with a strong foundation to continue working together to provide excellent programming and services to the residents of Vancouver.

Regards,



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/rj/clc

Copy to: PB Commissioners  
PB Senior Management Team  
Raymond Penner - Facilitator