

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** July 24, 2023

**TO:** Mayor and Council

**FROM:** John Woolgar, Director, Recreation and Culture

**SUBJECT:** Food Pantry Agreement

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**RECOMMENDATIONS**

THAT Council receive the corporate report dated July 24, 2023, from the Director of Recreation and Culture, titled “Food Pantry Agreement” for consideration; and

1. Approve the key business terms of an agreement with Peninsula United Church for the operation of the Food Pantry; and
  2. Authorize the Chief Administrative Officer and the Director, Recreation and Culture, to negotiate and execute the formal agreement for the operation of the Food Pantry with Peninsula United Church.
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**EXECUTIVE SUMMARY**

This corporate report seeks Council endorsement of the key business terms of a Food Pantry Agreement between the City and Peninsula United Church, and that Council authorize the Chief Administrative Officer and the Director of Recreation and Culture to negotiate and execute the Food Pantry Agreement.

**INTRODUCTION/BACKGROUND**

After a request from Peninsula United Church, the City agreed to the placement of a small Food Pantry in the City owned parking lot at 1510 Johnston Road, on a trial basis, beginning December 16, 2021.

The Food Pantry has been utilized by seniors, individuals experiencing homelessness and others struggling with food insecurity. Many of these individuals have difficulty accessing the Food Bank due to its limited hours and location. Many local residents regularly donate items and a Facebook page dedicated to supporting the Food Pantry has almost 400 members.

Staff propose to create a formal agreement for the continued operation of the Food Pantry based on, but not limited to, the following key business terms.

1. The term of the agreement shall be for a period of three (3) years with a renewal period of three (3) additional years.

2. Peninsula United Church shall procure and maintain a minimum of \$5M comprehensive General Liability Insurance for the operation of the Food Pantry and name the City as an additional insured.
3. Peninsula United Church to post and maintain a list of non-perishable food and supplies permitted to be dropped off.
4. Peninsula United Church to post and maintain a contact number on the door of the Food Pantry in the event there are concerns with the operation of the Food Pantry.
5. The City shall have the right to direct Peninsula United Church to remove the Food Pantry with 90 days' notice if the City requires the parking lot for alternate uses or it deems the operation to be incongruent with other activities in the parking lot.
6. The City shall have the right to ask Peninsula United Church to remove the Food Pantry with 30 days' notice if they fail to maintain the Food Pantry in good working order.

### **LEGAL IMPLICATIONS**

Staff will have legal Counsel review the agreement before execution with Peninsula United Church.

### **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

Engineering and Municipal Operations approved the original placement of the Food Pantry and supports the continued operation with the inclusion of a formal agreement.

### **ALIGNMENT WITH CORPORATE VISION, MISSION AND VALUES**

The operation of the Food Pantry is aligned with the City's vision which states;

“White Rock is a community where people feel safe, included, respected, and connected, local businesses prosper, natural areas are thriving and protected, and city spaces are well-maintained and inviting.”

### **OPTIONS / RISKS / ALTERNATIVES**

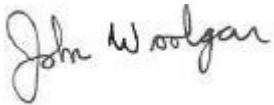
There are inherent risks to the City with the continued operation of the Food Pantry, including liability, but this can be minimized with a formal operating agreement with Peninsula United Church which would include provisions for insurance coverage.

Council could decide not to approve the continued operation of the Food Pantry and give notice to Peninsula United Church that the structure must be removed from the City owned lot at 1510 Johnston Road.

**CONCLUSION**

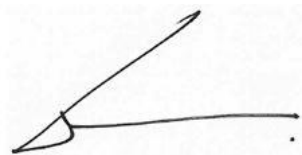
The trial operation of the Food Pantry located on the City owned lot at 1510 Johnston Road by Peninsula United Church has been well utilized by many individuals in the community experiencing food insecurity. Staff support the continued operation of the Food Pantry but recommend a formal agreement to protect the interests of the City.

Respectfully submitted,



John Woolgar  
Director, Recreation and Culture  
**Comments from the Chief Administrative Officer**

I concur with the recommendations of this corporate report.



Guillermo Ferrero  
Chief Administrative Officer