



## Staff Report for CAO Delegated Authority

Appendix F

Date of Report: October 26, 2018

Report Number: SRCS.18.22

Department: Community Services

Division: Recreation and Culture Division

Subject: SRCS.18.22 – William Bond Park - Shared Use  
Agreement - York Region District School Board

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### Purpose:

To have the Chief Administrative Officer approve the execution of the shared use agreement between the Corporation of the Town of Richmond Hill and the York Region District School Board.

### Recommendation(s):

That the Chief Administrative Officer approve the shared use agreement upon the written recommendation of the Commissioner of Community Services.

### Contact Person:

Darlene Joslin, Director of Recreation and Culture, extension 2423.

### Submitted by:

  
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Ilmar Simanovskis  
Commissioner of Community Services

### Approved by:

  
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Neil Garbe  
Chief Administrative Officer

## **Background:**

Bond Lake Public School, owned and operated by the York Region District School Board, is adjacent to William Bond Park, owned and operated by the Town of Richmond Hill. Over the past number of years, the Town has been utilizing the parking lot of Bond Lake Public School after school hours, and during the summer months, to facilitate the parking needs of the senior lit soccer field at William Bond Park. The school has been utilizing the playground and basketball component of the park during recess, and lunch hour breaks during the school year. There is no agreement in place to capture the shared use of these facilities.

The School Board approached the Town in June, 2018 to capture the roles and responsibilities of both corporations with respect to the use of the shared facilities. Staff met with the Board and drafted an agreement that outlines the roles and expectations of both parties.

## **Terms of Agreement**

- The Town shall grant a non-exclusive license to the Board at no cost to utilize the playground and basketball court during school hours in the months of September to November and April to June for a period of fifteen (15) years commencing September 4, 2018.
- The Town will inspect the playground and basketball court prior to and after each school year. The Board is required to inspect the playground and basketball court prior to each use and shall advise the Town immediately of any damage or other unsafe condition. Any damage shall be repaired by the Town at the Town's sole cost.
- The Town, at its sole expense, shall maintain the playground and basketball court in accordance with Town standards.
- The Town is responsible for garbage collection. The Board shall ensure that students using the playground and basketball court and surrounding areas within the Park are supervised and place any garbage in the garbage receptacles provided.
- The Board, at its sole expense, shall maintain the Board parking lands, including but not limited to; litter removal, snow plowing, salting and sanding and any capital expenditure required to maintain or repair the Board parking lands.
- The Board shall grant a non-exclusive license to the Town at no cost to utilize the Board parking lands as follows:
  - During the school year on school days between 6:00 p.m. – 11:00 p.m. and on weekends, statutory holidays and school vacations between 8:00 a.m. – 11:00 p.m. and during school breaks on any day and time.

## **Financial/Staffing/Other Implications:**

There are no financial implications as a result of this report.

## **Relationship to the Strategic Plan:**

This recommendation is in keeping with the Corporate Strategic Plan specifically by providing opportunities and places for people to connect.

## **Conclusion:**

The Community Services Department has an excellent relationship with the York Region District School Board. The shared use agreement for William Bond Park is consistent with other agreements of a similar nature. School Board staff and Town Parks Operations staff are in agreement with the terms as outlined.