



Staff Report for Committee of the Whole Meeting

Date of Meeting: April 19, 2023

Report Number: SRCS.23.09

Department: Community Services

Division: Recreation and Culture Services

Subject: **SRCS.23.09 – Permitted Fields Agreement –
York Catholic District School Board**

Purpose:

To have the terms of the Permitted Fields Agreement with the York Catholic District School Board approved by Council.

Recommendation(s):

- a) That staff report SRCS.23.09 regarding the Permitted Fields Agreement with the York Catholic District School Board be received.
- b) That the Mayor and Clerk be authorized to execute the Permitted Fields Agreement between the Corporation of the City of Richmond Hill and the York Catholic District School Board upon recommendation from the Commissioner of Community Services.

Contact Person:

Donald Hearn, Director of Recreation and Culture, extension 2503

Report Approval:

Submitted by: Tracey Steele, Commissioner of Community Services

Approved by: Darlene Joslin, City Manager

All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), City Solicitor (as required), Commissioner, and City Manager. Details of the reports approval are attached.

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Background:

For many years, the City has permitted York Catholic District School Board (“YCDSB”) sports fields in accordance with license agreements that outline the roles and responsibilities of the City and the Board. Access to these sports fields is necessary for the City to meet the demand for outdoor sports field permits from youth and adult not-for-profit community groups.

The existing agreement with the YCDSB has expired and a new Permitted Fields Agreement (“Agreement”) needs to be executed to provide the framework for permitting and maintenance of the fields moving forward.

Agreement Terms

The Agreement will have a 5-year timeframe with the first year commencing on May 1, 2023 and ending on April 30, 2024, and four optional 1-year renewal terms.

The Agreement will provide for the following arrangements:

- Designation of specific YCDSB sports fields that the City will be permitting and maintaining.
- From the second Saturday in May to June 30, and from September 1 to the second Saturday in October, the City will permit the designated YCDSB fields between the hours of 6 p.m. and 9 p.m. on school days and between the hours of 8 a.m. and 9 p.m. on non-school days.
- From July 1 to August 31 the City will permit designated YCDSB fields between the hours of 8 a.m. and 9 p.m.
- There will be no user fees charged to the City for the use of the designated fields.
- The City will maintain the designated sports fields consistent with City service levels.
- The City will permit the sports fields to local community groups in compliance with the City’s approved permitting and user fee policies.
- Appropriate indemnification and insurance requirements.

Financial/Staffing/Other Implications:

The maintenance costs for designated fields are anticipated in the Public Works Operations operating budget. The cost of maintenance is partially offset by permit fees as approved in Tariff of Fees By-Law (By-law No. 83-22).

Relationship to Council’s Strategic Priorities 2020-2022:

The enactment of this Agreement aligns with Council’s strategic priority of a strong sense of belonging by promoting the use of parks and public spaces for people to assemble and connect.

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Climate Change Considerations:

Climate change considerations are not applicable to this staff report.

Conclusion:

For many years, the City has permitted YCDSB sports fields in accordance with license agreements that outline the roles and responsibilities of each partner organization. Use of the YCDSB fields enables the City to meet the demand for outdoor sports field permits from youth and adult community groups in exchange for providing maintenance of the fields.

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Report Approval Details

Document Title:	SRCS.23.09 Permitted Fields Agreement York Catholic District School Board.docx
Attachments:	
Final Approval Date:	Apr 11, 2023

This report and all of its attachments were approved and signed as outlined below:

Tracey Steele - Apr 11, 2023 - 12:32 PM

Darlene Joslin - Apr 11, 2023 - 1:13 PM