



## **Staff Report for Committee of the Whole Meeting**

**Date of Meeting:** March 19, 2018

**Report Number:** SRCS.18.04

**Department:** Community Services  
**Division:** Recreation and Culture

**Subject:** Permitted Fields Agreement – York Region  
District School Board

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### **Purpose:**

To have Council approve the terms of the Permitted Fields Agreement with the York Region District School Board.

### **Recommendation(s):**

That the Mayor and Clerk be authorized to execute the Permitted Fields Agreement between the Corporation of the Town of Richmond Hill and the York Region District School Board.

### **Contact Person:**

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

### **Report Approval:**

**Submitted by:** Shane Baker, Commissioner of Community Services

**Approved by:** Neil Garbe, Chief Administrative Officer

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

## **Background:**

The Town has enjoyed the use of many York Region District School Board baseball and soccer fields through shared use agreements that outline the roles and responsibilities of each partner organization (Town and the Board). These fields are utilized by the local not-for-profit community groups during the period mid-May to early October each year. The use of the school fields is necessary to meet demands for baseball and soccer for both children/youth and adult groups. The York Region District School Board requires a new Permitted Fields Agreement to be executed by the Mayor and Clerk to enable the Department continued use of these sites.

## **Agreement Terms**

The Agreement terms are unchanged and will be in place for five years, commencing on May 1, 2018 and ending on October 30, 2023 as follows:

- Second Saturday in May to June 30 between the hours of 6 p.m. and 11 p.m. on school days and between 8 a.m. and 11 p.m. on non-school days.
- July 1 to August 31 between 8 a.m. and 11 p.m.
- September 1 to the second Saturday in October between the hours of 6 p.m. and 11 p.m. on school days and between 8 a.m. and 11 p.m. on non-school days.
- There will be no user fees charged to the Town for the use of these fields.
- The Town of Richmond Hill Parks Operations Division shall maintain the sports fields providing labour and equipment and the Recreation and Culture Division is responsible for the issuing and management of all community permits.
- The Town shall permit the fields to the local community in compliance with the Town's approved permitting and user fee policies.

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

The maintenance for these fields are accounted for in the Parks Operations budget, account series 831. Cost of maintenance is partially offset by permit user fees as approved in By-Law No. 76-14 (Tariff of Fee By-Law).

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

The enactment of this Agreement aligns with Goal 1 of the Strategic Plan specifically by promoting the use of parks, public spaces and buildings (including schools) as places for people to assemble and connect.

## **Conclusion:**

All school facilities will be permitted to the local community groups and organizations per the permitting policies and user fees of the Town. The use of these fields is necessary to assist with meeting the demand for allocated permit time as soccer and ball facilities. The Town has an excellent relationship with the York Region District School Board and a Shared Use Agreement that provides the Town and the community

use of the Board's sports fields is necessary to meet the sporting demand of the residents.

### Report Approval Details

Document Title:	SRCS.18.04 - Permitted Fields Agreement -York Region District School Board version 2.docx
Attachments:	
Final Approval Date:	Feb 26, 2018

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

**Darlene Joslin - Feb 21, 2018 - 4:03 PM**

**Shane Baker - Feb 23, 2018 - 2:37 PM**

**Neil Garbe - Feb 26, 2018 - 9:53 AM**