

Finance, Administration and Audit Committee Report

DATE: Monday, May 06, 2019

WARD(S): ALL

**TITLE: SUMMARY OF LEASE AND LICENCE AGREEMENTS
OPERATING IN CITY OWNED FACILITIES**

FROM:

Mary Reali, Deputy City Manager, Community Services

ACTION: FOR INFORMATION

Purpose

To provide a report on long-term contracts and leases that the City of Vaughan has with profit and non-profit organizations.

Report Highlights

- The City has 89 properties including community centres, heritage homes, fire stations, libraries and parks buildings.
- There are several processes utilized to arrange for the uses including license agreements, leases and rental contracts.
- Many organizations use City facilities to coordinate their programs and meet their administrative needs.
- Agreements for use of City space listing of all current long-term contracts and leases with profit and non-profit organizations including operational and financial obligations is attached.
- A review of the processes for leasing is being undertaken in 2019 to standardize and have consistent guiding principles and terms.

Recommendations

1. THAT this list of Leases and Licenses be received by Council for informational purposes only.

Background

At the Finance, Administration and Audit Committee meeting of April 1, 2019 Council directed staff to report back with a list of all contracts and leases that the City of Vaughan has with profit and non-profit organizations, excluding short-term rentals.

The list is comprised of groups who lease or license space in City owned facilities and excludes:

- Shared space lease agreements (EMS/School Board);
- Lease agreements for cell towers and storage; and,
- Short-term rental contracts.

The City has 89 properties including community centres, heritage homes, fire stations, libraries and parks buildings. The current practice is to present all lease or license space arrangements in City owned facilities for Council approval and enact the necessary by-laws required by the City. In consultation with Legal Services, Real Estate and Finance, the attached list of leases and licenses have all come forth for Council approval and all terms and conditions approved prior to entering into an agreement with the various groups.

Facility Services is currently in the process of developing a leasing framework to standardize the licensing process and establish consistent guiding principles and terms.

Previous Reports/Authority

None

Analysis and Options

The City currently offers a variety of options for use of City space which includes hourly permitting, short term permitting and seasonal use. For the purpose of this report we included agreements with a long-term Lease or License Agreements in place.

A review of is being conducted to develop a leasing framework to standardize the licensing process and establish consistent guiding principles and terms.

Financial Impact

There is no financial impact as a result of this report

Broader Regional Impacts/Considerations

There are no implications to the Region or to other levels of government as a result of this report.

Conclusion

Provide Council for review a consolidated list of all Lease and License agreements currently operating in City owned facilities.

For more information, please contact: Dave Merriman, Director, Facility Services, ext. 8296.

Attachments

1. Summary of Leased and Licensed Facilities owned by the City, April 24, 2019

Prepared by

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