



## STAFF REPORT INFORMATION ONLY

### Proposed Criteria for the Installation and Use of Storage Sheds Within City of Toronto Stadiums

<b>Date:</b>	May 26, 2008
<b>To:</b>	Government Management Committee
<b>From:</b>	Brenda Librecz, General Manager, Parks, Forestry and Recreation
<b>Wards:</b>	All Wards
<b>Reference Number:</b>	

#### **SUMMARY**

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The purpose of this report is to report back to the Government Management Committee, as requested at its meeting of April 17, 2008, on criteria for the installation and use of storage sheds within City of Toronto stadiums.

#### **FINANCIAL IMPACT**

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There will be no financial implications resulting from the receipt of this report.

#### **DECISION HISTORY**

On April 17, 2008, the Government Management Committee considered a report from the General Manager of Parks, Forestry and Recreation entitled "Sub-Lease Agreement between City of Toronto and North York Hearts Soccer Club Inc. for the Exclusive Use of a Storage Shed at Esther Shiner Stadium," and requested the General Manager of Parks, Forestry and Recreation to report back to the Committee on a criteria that will be used to allow storage sheds to be installed at City-owned stadiums across the City when requests are received.

<http://www.toronto.ca/legdocs/mmis/2008/gm/decisions/2008-04-17-gm13-dd.pdf>

City Council on April 28 and 29, 2008, referred this item back to the Government Management Committee for further consideration.

<http://www.toronto.ca/legdocs/mmis/2008/cc/decisions/2008-04-28-cc20-dd.pdf>

## **ISSUE BACKGROUND**

The North York Hearts Soccer Club Inc. approached Parks, Forestry and Recreation staff with a proposal to install a pre-engineered metal storage shed measuring approximately 25 x 40 square feet at the north-west corner of Esther Shiner Stadium for their exclusive use and for the sole purpose of storing soccer equipment, uniforms, and other soccer materials.

Since Esther Shiner Stadium is built on lands owned by the Toronto District School Board (TDSB), which lands are leased to the City at a nominal fee of Two Dollars (\$2.00), Parks, Forestry and Recreation staff submitted a report to the April 17, 2008 Government Management Committee recommending that authority be granted to negotiate and enter into a Sub-Lease Agreement for a term of twenty (20) years with the North York Hearts Soccer Club Inc. at a nominal Sub-Lease Fee of One Dollar (\$1.00) per annum for the duration of the term, for the construction and installation of a 25 x 40 square foot pre-engineered metal storage shed which will be reserved for exclusive use by the North York Hearts Soccer Club Inc. and for the sole purpose of storing soccer equipment, uniforms, and other soccer materials.

The Government Management Committee had some concerns that approving the installation and use of this particular storage shed without any criteria may create a precedent for other community groups to install and use storage sheds in stadiums across the City. The Government Management Committee has, therefore, requested the General Manager of Parks, Forestry and Recreation to report back on the criteria for the installation and use of storage sheds.

## **COMMENTS**

In accordance with Government Management Committee's request, Parks, Forestry and Recreation staff has developed a list of proposed criteria for the installation and use of storage sheds within City of Toronto Stadiums.

The General Manager of Parks, Forestry and Recreation Division advises that these criteria, as outlined in Appendix 'A,' will be used in determining the suitability of a group for the installation and use of a storage shed within City of Toronto stadiums.

## **CONTACT**

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## **SIGNATURE**

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Brenda Librecz, General Manager  
Parks, Forestry and Recreation Division

## **ATTACHMENTS**

Appendix A – Criteria for the Installation and Use of Storage Sheds Within City of  
Toronto Stadiums

## Appendix “A”

### Proposed Criteria for the Installation and Use of Storage Sheds Within City of Toronto Stadiums

1. **Request for Installation & Use of Storage Sheds**
  - Request for the installation of a storage shed within a City of Toronto Stadium must be made in writing and addressed to the General Manager of Parks, Forestry and Recreation Division, Toronto City Hall, 100 Queen Street W., 8<sup>th</sup> Floor East Tower, Toronto, Ontario, M5H 2N2
2. **History of Organization**
  - The Organization must have a history of operating in City facilities for a minimum of five (5) years
  - The organization must meet the 90% Toronto residency requirement in accordance with the Parks, Forestry and Recreation Permit Allocation Policy. In addition, the organization must have a minimum membership of 1,000 participants
3. **Construction and Installation of Storage Shed**
  - Installation of Storage Shed will be subject to available space in the stadium
  - The storage shed must be of a size, design and construction, in compliance with detailed plans approved by the General Manager, and must comply with all applicable municipal by- laws and other laws, regulations or requirements of all authorities having jurisdiction, including all buildings and fire codes, material codes, rules, regulations, standards, laws and by-laws whether Federal, Provincial or Municipal relating to design, construction and safety, applicable at the time of the installation of the storage shed.
  - The feasibility of installing the storage shed will be determined by stadium staff in conjunction with Customer Service staff.
  - The storage shed will be designed to reflect the intrinsic nature of the stadium’s design concept
  - The storage shed will be constructed of materials acceptable to the General Manager and in accordance with Parks, Forestry and Recreation specifications and standards
  - The location of the Shed will be subject to approval by the Parks, Forestry and Recreation Division, Parks Branch and Parks Development & Infrastructure Management Branch
  - The organization must comply with any and all City Divisional requirements, laws and by-laws, policies and procedures relating to the installation of the storage shed
  - The installation of the shed shall be absolutely net and carefree to the City
  - Work shall not commence until the organization has provided documentation that sufficient funds are in place to complete the project, to the satisfaction of the General Manager of Parks, Forestry and Recreation, and has received written approval from the General Manager of Parks, Forestry and Recreation to proceed
  - The organization shall be responsible for all costs associated with the purchase and installation of the storage including obtaining all necessary planning approvals and agreements with any authorities and utilities relating specifically to the storage shed, including building permits and site plan approvals, if required
  - The organization shall provide a detailed site and transport plan that includes the height of any materials or equipment used during transportation and construction, to the General Manager of Parks, Forestry & Recreation for approval prior to commencement of any construction
  - The organization shall be responsible for ensuring that any materials or equipment used for construction are moved to their designated location through and to the stadium in such a manner that there is no damage to the stadium

4. **Maintenance and Utilities**
  - The organization shall be responsible for the ongoing maintenance and operating costs of the storage shed, **including the immediate removal of any and all graffiti**, and shall maintain the storage shed at a high level of cleanliness and neatness of appearance, all to the satisfaction of the General Manager and/or his/her designate who, acting reasonably, may order at the sole cost and expense of the organization, any changes or alterations thereto that she may from time to time deem desirable.
  - The organization shall be responsible, at its sole cost and expense, for the installation of all required utilities, to be metered separately, including, but not limited to, water, hydro, gas and any other services required by the organization. Electrical heaters shall not be permitted.
  - The organization shall be solely responsible for the cost of any upgrade, repair and/or replacement of the shed, in whole or in part, or equipment as required and if damaged through normal wear and vandalism. Upon failure by the organization to make any upgrade, repair and/or replacement of the shed within 60 days of being so advised by the Parks, Forestry and Recreation Division, Parks, Forestry and Recreation staff will remove any and all contents and equipment of the storage shed and store it as may be necessary or desirable, and remove the shed or make the necessary corrections to allow use of the shed by Parks, Forestry and Recreation staff and/or other eligible organizations
  - The City will not be responsible or liable, in any form whatsoever, for damage or theft to the storage shed or theft of the organization's equipment and/or personal property from, but not limited to, use, storage or vandalism
5. **Use**
  - The storage shed shall be used only for the purpose of storing sport equipment, uniforms and other sport materials and for no other purpose whatsoever
  - The organization shall have use and access to the storage shed only through a permit issued through the City's permit system and only while such permits are in effect. The storage of any equipment and/or personal property during off seasons will not be permitted.
  - The organization shall not operate a snack bar and shall not sell any merchandise or allow the sale or consumption of any intoxicating or alcoholic beverage or any fermented wine, liquor or spirits in or around the storage shed
  - Keys to access the storage shed shall be provided to the appropriate members of the organization and appropriate Parks, Forestry & Recreation staff
  - The storage shed shall remain the property of the Parks, Forestry & Recreation Division
6. **Hazardous Substances**
  - The organization shall not place, store or leave any hazardous substances, as defined by the Environmental Protection Act, in or around the storage shed at any time or for any reason whatsoever
7. **Signage**
  - The organization shall not erect or post any signs on the storage shed without the prior written approval of the General Manager of Parks, Forestry and Recreation. All signs must be of a size, design and construction that is satisfactory to the General Manager and must meet all laws and by-laws relating to signs.
8. **Insurance**
  - The organization shall be responsible for obtaining the appropriate insurance for the storage shed and its contents
9. **Additional Fees**
  - The organization shall be solely responsible to pay for all taxes, including any Goods and Services Tax, if applicable, rates, duties, levies, assessments, etc.