



REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Heather Kaufmann, Community Development Supervisor – Volunteer and Group Support

DATE: May 17, 2021

REPORT NO.: RP-2021-0012

RE: Friends of Devereaux House Lease Agreement Renewal

RECOMMENDATION:

THAT Report RP-2021-0012 dated May 17, 2021 regarding the Friends of Devereaux House Lease Agreement Renewal be received;

AND FURTHER THAT a by-law be enacted authorizing the Mayor and Clerk to execute the updated Lease Agreement with the Friends of Devereaux House for a five-year period expiring in April 2026 per Report RP-2021-0012.

AND FURTHER THAT staff be directed to commission a Building Condition Assessment of Devereaux House to aid in lifecycle planning of mechanical and structural capital assets contained within assessment as per Report RP-2021-0012;

AND FURTHER THAT projected capital expenditures for Devereaux House be referred to Budget Committee for consideration as part of annual capital budget as per Report RP-2021-0012.

BACKGROUND:

The Friends of Devereaux House was formed in 2005 for the purposes of retaining and restoring the property at 11494 Trafalgar Road.

In April 2015, Council approved the updated lease to Friends of Devereaux House for a term ending in April 2020. Recommendation CA-2015-0021 read in part:

AND FURTHER THAT staff be directed to execute the necessary documents for an updated Lease and Management Agreement with the Friends of Devereaux House for a five-year period expiring in April 2020 per Report R-2015-0014.

COMMENTS:

The purpose of this report is to seek approval for the updated Lease Agreement outlining the terms and conditions related to the ongoing operation of Devereaux House and the allotment garden.

The update and renewal of the Lease Agreement between the Town of Halton Hills and the Friends of Devereaux House (FODH) reflects the transition from the restoration phase to an operational phase with the building and property being formalized as a Town asset. The FODH have been fundamental over the last sixteen (16) years in moving the Devereaux House project through from retention, to restoration, to the operation of this facility that now provides community space within the context of Trafalgar Sports Park while promoting the heritage aspects of the site. A summary of the Friends of the Devereaux House annual report and financial statement is outlined in Appendix A.

The updated agreement with the Friends of Devereaux House confirms the ongoing partnership for operations of Devereaux House and outlines the Town's role in assuming control of the capital and maintenance of this asset in line with how other Town owned assets are operated. There is currently some oversight that Town facility and operations staff have at Devereaux House for inspections and collaboration around the property. Staff confirm that the building is in a good state of repair with the only immediate requirement being repairs to the water treatment system which is anticipated to be approximately five thousand dollars.

Staff recommend as part of this report that the Town undertakes a Building Condition Assessment which will allow for the forecasting of mechanical and structural repairs over the next 5 years and beyond. Financial planning for future capital projects identified through the Building Condition Assessment will be referred to Budget Committee for consideration. The outlined relationship in the agreement with Friends of Devereaux House may also present opportunity to leverage grants to support or further these capital projects.

The FODH lease agreement is intended to ensure positive long-lasting benefits for future generations and encompasses aspects of Recreation and Parks Strategic Plan. The key updates to the Lease Agreement include:

- A five (5) year term to the Lease expiring in April 2026;
- An amendment recognizing the Devereaux House as a Town asset and the Town is responsible for capital repairs. Friends of Devereaux House continue to be responsible for general maintenance operations and improvements.
- An amendment to allow both parties to update the lease as needed to allow for minor changes to be made during the term.
- Removal of construction project language around the Allotment Garden.

- Requirements for financial management and reporting in compliance with Town policies and procedures.

RELATIONSHIP TO STRATEGIC PLAN:

Staff notes the following alignment of Friends of Devereaux House Lease Agreement with the Council Strategic Plan 2020-2025:

Shaping Growth: ensuring balanced and sustainable community.

Fiscal and Corporate Management: service levels that support the quality of life.

Local Autonomy and Provincial Advocacy: working collaboratively with other agencies, governments, and other bodies.

FINANCIAL IMPACT:

Funding for the operation of the Devereaux House precinct will continue to be provided by the Friends of Devereaux House per the terms of the Lease. The cost of the Building Condition Assessment and water system repairs required in 2021 will be accommodated within the existing Recreation and Parks operating budget. Any future mechanical and structural capital proposals resulting from the Building Condition assessment will be included as part of the annual capital budget review for consideration by Budget Committee.

CONSULTATION:

Community Development and Facility operations staff consulted with a representative from the Friends of Devereaux House during the preparation of this report. Amendments to the Lease Agreement were reviewed by the Town's insurance provider and solicitor. Financial considerations were reviewed by the Town Treasurer.

PUBLIC ENGAGEMENT:

No public engagement is needed at this time.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The recommendation outlined in this report advances the Strategy's implementation.

This report supports the cultural vibrancy and social well-being pillar(s) of Sustainability and in summary the alignment of this report with the Community Sustainability Strategy is Good.

COMMUNICATIONS:

Staff will advise Friends of Devereaux House of Council's decision.

CONCLUSION:

Staff are seeking approval of the updated Lease Agreement outlining the terms and conditions related to the ongoing operation of Devereaux House for a five (5) year period ending in April 2026 and approval for the assumption of costs associated with the mechanical and structural upkeep of the Devereaux House subject to approval by Budget Committee.

Reviewed and Approved by,

A handwritten signature in black ink that reads "Keller". The signature is written in a cursive, flowing style.

Mandy Keller, Senior Manager of Community Development

A handwritten signature in black ink that reads "Warren Harris". The signature is written in a cursive, flowing style.

Warren Harris, Commissioner of Recreation and Parks

A handwritten signature in black ink that reads "C. Mills". The signature is written in a cursive, flowing style.

Chris Mills, Acting Chief Administrative Officer