

MEMORANDUM

TO: Chair and Members of the Community and Corporate Affairs Committee

FROM: Heather Kaufmann, Community Development Supervisor

DATE: April 2, 2018

MEMORANDUM NO.: RP-2018-0002

RE: Croatian Centre Management Agreement Update

PURPOSE OF THE MEMORANDUM:

The purpose of this memorandum is to update the Community and Corporate Affairs Committee on the status of the Croatian Centre Management Agreement.

BACKGROUND:

In June 1998, the Town of Halton Hills and the Croatian Social and Cultural Centre (CSCC) located at 9118 Winston Churchill Boulevard entered into a management agreement for use of the CSCC facilities. The CSCC provided limited scheduled access to soccer and parking facilities at the Croatian Centre for Halton Hills Sports Organizations in return for support and maintenance services. Town and CSCC staff review and determine renewal of the agreement annually, based on level of use.

COMMENTS:

The Town of Halton Hills has permitted the space at the Croatian Centre since 1998 utilizing the six soccer fields. In exchange of use for the soccer facilities, the Town of Halton Hills was responsible for the care and maintenance of the six soccer fields and related use areas as set out in Schedule A of the agreement.

Field Usage:

The fields were primarily used by the Georgetown Soccer Club before the facilities at the Trafalgar Sports Park were built. They met a need and served as a stop-gap for these facilities at the time when the soccer groups were experiencing significant growth. As the space needs of Georgetown Soccer Club were declining over the years with the

new field construction at Trafalgar Sports Park, Town staff encouraged other sports such as football and lacrosse to utilize the space at the Croatian Centre. In general, the quality of the fields was lower than other Town Parks and Fields, and groups prefer to use Town fields when available.

The following is an overview of the usage of the Croatian Centre Soccer Fields for the last five years:

- 2013 – Halton Hills Minor Lacrosse Association (4 bookings in total for 1 field)
- 2014 – Halton Hills Minor Lacrosse Association (Regular use, 3 times a week on 2 fields)
- 2015 – Halton Hills Minor Football Association (Regular use, one day per week on 1 field)
- 2016 – No bookings
- 2017 – No bookings

With a steady decrease in usage by all groups, staff has worked with the Croatian Centre staff to mitigate any problems that could be contributing to decreased use and have encouraged additional usage where possible. In addition to decreasing Town usage, the CSCC use of the fields for their own soccer club has increased, and the availability of fields for Town use has decreased.

Field Maintenance:

As part of the Management Agreement, in exchange for the community use of the sportsfields, Town Park Operations staff maintain the fields including:

- Grass cutting: Once per seven days during the period of May 1 through to September 1 for sports fields and once per 10 days for the surrounding areas
- Turf maintenance: aeration, fertilizing and overseeding annually
- Portable Toilets: Contracted supply and maintenance of 3 portable toilets for the season (end of April to end of September)

The cost to maintain the fields is weather dependent. The average cost over the last 5 years for Town staff to maintain the fields has been between \$24,000 - \$27,000 annually. The average cost over the last 5 years to provide portable toilets has been between \$1,800 - \$2,400.

Management Agreement:

Town staff have consulted with the Halton Hills sports organizations and have agreed that there is no anticipated need to use the fields at the Croatian Centre as their needs are being met at other Town Facilities, such as Trafalgar Sports Park. The Trafalgar Sports Park Master Plan includes provisions for additional soccer fields should the need arise in the future for additional soccer fields. Due to lack of usage and the cost of field

maintenance, Town and CSCC staff have agreed that the management agreement will not be renewed. Town staff have been working with the Croatian Centre in order to maintain open communication between the two organizations. Sports groups will be able to permit the fields if they so desire directly through the CSCC. Staff originally advised the CSCC in November 2017 that the Town would not be renewing the agreement, and have confirmed the Town's intention in March 2018.

CONCLUSION:

Town and CSCC staff have agreed to terminate the existing Croatian Centre Management Agreement effective April 2018 due to a lack of usage and reduced need from Halton Hills Sports Organizations.

Reviewed and Approved by,

A handwritten signature in black ink, appearing to read "Kevin Okimi".

Kevin Okimi, Manager of Parks and Open Space

A handwritten signature in black ink, appearing to read "Warren Harris".

Warren Harris, Commissioner of Recreation and Parks

A handwritten signature in black ink, appearing to read "Brent Marshall".

Brent Marshall, CAO