

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 10, 2013**

Item 25, Report No. 52, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on December 10, 2013.

**25            PROPOSAL FOR THE USE OF THE MICHAEL CRANNY HOUSE – WARD 1**

**The Committee of the Whole recommends:**

- 1)        That the option to provide a five (5) year lease to Human Endeavour, with an option to renew for five (5) additional years, for the exclusive use of three offices in the Michael Cranny House, be approved, subject to Human Endeavour obtaining a grant within 18 months to undertake modifications to the house;**
- 2)        That in the event Human Endeavour is not successful in obtaining a grant within 18 months, staff be authorized to revoke the agreement and revert to the original rental contract arrangement;**
- 3)        That a By-Law be enacted to authorize the execution of the lease satisfactory to the City;**
- 4)        That the following deputations be received:**
  - 1.        Mr. Gary Vosburg, SantaFest, Glenkindie Avenue, Vaughan; and**
  - 2.        Mr. Noor Din, Human Endeavour, Glenkindie Avenue, Vaughan; and**
- 5)        That the following report of the Commissioner of Community Services, dated November 26, 2013, be received.**

**Recommendation**

The Commissioner of Community Services, in consultation with the Director of Building and Facilities and the Director of Recreation and Culture, recommends:

- 1.        That Council provide direction on the option to provide a five (5) year lease to Human Endeavour, with an option to renew for five (5) additional years, for the exclusive use of three offices in the Michael Cranny House; and,**
- 2.        That should Council proceed, a By-Law be enacted to authorize the execution of the lease satisfactory to the City.**

**Contribution to Sustainability**

This report is consistent with the priorities previously set by Council in the Green Directions, Vaughan, Community Sustainability Environmental Master Plan, Goal 4, Objective 4.1.6:

- Provide more partnership opportunities for existing non-profit and volunteer groups to meet the community's social, cultural and recreational needs.

**Economic Impact**

This report does not contain economic impacts. Any economic impact that may arise from the discussions with Human Endeavour will be reported to Council in a future report.

**Communications Plan**

Council's decision on this matter will be communicated to both Human Endeavour and SantaFest, both being the current tenants of the Michael Cranny House.

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#### **Purpose**

The purpose of this report is to provide Council with the information on the option of converting an annual rental contract agreement for three offices in the Michael Cranny House to a five (5) year lease for Human Endeavour with an option to renew for an additional (5) years.

#### **Background - Analysis and Options**

At the Committee of the Whole meeting of September 24, 2013, a report (Attachment 1) was submitted to Council in response to a deputation made by Mr. Noor Din, CEO of Human Endeavour to request Council's consideration for a ten (10) year exclusive lease of the Michael Cranny House (MCH) and for support of his proposed Michael Cranny Enhancement Plan.

Council received the deputation and directed staff to provide a report prior to the end of the year exploring a five (5) year maximum lease for the use of Michael Cranny House by Human Endeavour, such lease to include a termination clause if there is significant negative community impact.

#### **Michael Cranny House (MCH)**

The MCH is located at 439 Glenkindie Avenue on the north side of Major Mackenzie between Jane and Keele Streets in Maple. The structure currently sits in a residential area. The property is owned by the City of Vaughan and is a one and a half storey building, constructed in ca.1851 with a fieldstone exterior. The building is an historic structure and is named after its original owner Michael Cranny, an early pioneer of the Maple area.

The building is made up of 4 offices, a common meeting room with a small kitchenette, and an unfinished basement. The exterior of the building has seven parking spaces and a small grassy area. A green house, solar panels and a portable shed (belonging to Human Endeavour) are also located on the outside of the MCH. The building is currently zoned for public use, with a limit of 25 overall persons within the house.

Two rental contracts (renewed annually) currently exist at the MCH. Human Endeavour holds a contract for three (3) office spaces (1050 square feet) and SantaFest for one (1) office space (350 square feet). There is a common, shared meeting room, a kitchenette and a basement. The basement is only used for storage as it is not suitable for public use for programs and services.

Both Human Endeavour and Santafest are City approved Community Service Organizations and have had occupied office space in the Michael Cranny House since 2008 and 2000 respectively.

#### **Consultation with Human Endeavour**

According to Mr. Noor Din, CEO of Human Endeavour, they would like to apply for grants such as the Ontario Trillium Foundation and New Horizons in order to upgrade the building's electrical and mechanical capacity and to replace its current windows and make the building accessible, etc. but in order to do so are required to have a lease as opposed to an annual rental contract.

Mr. Din has advised that a five (5) year lease for three (3) offices at the MCH satisfies the requirements for Human Endeavour to pursue grants, provided there is an option to renew for an additional five (5) year term.

*Note:* The MCH is a facility within the City's inventory that is available for short term rentals (renewed annually) and thus the rental contract for SantaFest and Human Endeavour. Where a

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building is suited to a long term lease, the current practice would be to work in collaboration with the Purchasing Department to issue a Request for Proposal, advertising the availability of the space and the invitation to submit proposals for its use. A recent example is the program space at Garnet A. Williams Community Centre awarded in the fall of 2012.

#### **Five (5) Year Lease Conditions**

Should Council direct staff to proceed with the modified proposal (i.e. a five (5) year lease, rather than ten (10) for three (3) offices only), the following conditions of use are recommended to be included in the lease:

- All standard lease provisions identified by Legal (including the Real Estate Unit);
- The right of SantaFest to remain as a tenant (via permit) in the Michael Cranny House with access to the common areas (i.e., meeting room, kitchenette, etc);
- Strict adherence to occupancy;
- A termination clause should there be significant negative impact on the community;
- The requirement to ensure all uses are approved within current zoning and City policies. Note: Overall uses by Human Endeavour as described include meetings, training sessions and programs and services to small groups. Staff have requested more detail related to the uses however at the time of this report Mr. Din did not have an opportunity to provide the information;
- Prior to submitting any grant application that includes potential modifications to the house (exterior and interior), Human Endeavour be required to consult with staff to determine if the construction plan meets all code requirements (amongst other things) including Heritage Vaughan approval if applicable. For that, they will hire all necessary consultants at their own costs. This could include a full structural assessment, and a review of electrical, mechanical, accessibility and parking requirements. The City must approve all changes prior to construction;
- Any extension to the lease, including the option to renew for an additional five years, be brought before Council for consideration; and,
- The City maintains the right to meet with Human Endeavour on a quarterly basis to review programs and general usage of the MCH as necessary.

Should a five (5) year lease, with an option to renew for an additional five (5) years be approved, the necessary meetings will take place between staff, including staff in Legal and Real Estate, and Human Endeavour to formalize a lease agreement satisfactory to the City and in accordance with City standards.

#### **Relationship to Vaughan Vision 2020/Strategic Plan**

This report supports the Vaughan Vision 2020 initiatives of **Service Excellence**, specifically to “Demonstrate Excellence in Service Delivery” and “Preserve our Heritage and Support Diversity, Arts and Culture”.

The findings and recommendations are consistent with City of Vaughan policies and practices and factor the results of consultation with the community groups and analysis of the proposal described in this report.

#### **Regional Implications**

There are no regional implications associated with this report.

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**Conclusion**

Human Endeavour has requested that a five (5) year lease with an option to renew for an additional five (5) years be considered for their exclusive use of three (3) offices within the Michael Cranny House so that they may pursue grant options. Should Council determine that the request has merit; staff will pursue the execution of the lease satisfactory to the City.

**Attachments**

1. Extract from Council Meeting Minutes of October 8, 2013; Proposal for the Use of the Michael Cranny House – Ward 1.

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(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)