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Date: June 20, 2018
To: Mayor and Council
Author: Peggy Van Mierlo-West
RE: Cottam Rotary – Bus Shelter Donation
Report No.: CAO 05-2018

AIM

To provide Council an update regarding negotiations with the Cottam Rotary bus shelter donation.

BACKGROUND

Council provided the following motion regarding the above noted project.

“Council direct that the CAO work with the Rotary Club of Cottam regarding the installation of a School Bus Shelter.”

On May 29th, 2018 Administration met with the Cottam Rotary to discuss the project and to address the concerns that were brought forth through the report that was presented.

DISCUSSION

The discussion at the meeting surrounded the following items;

- Maintenance of the property
- Insurance
- Ownership
- Concerns regarding graffiti

The Rotarians have agreed to maintain the bus shelter. They are also in agreement that they will hold insurance indemnifying the Town. The Rotarians have verified that they will solely own the bus shelter and will pay for the installation and construction. Should the bus shelter have reoccurring vandalism Cottam Rotary has stated that they will remove the structure.

Administration is currently drafting an encroachment agreement between the Cottam Rotary and the Town of Kingsville. The encroachment permit will lay out these recommendations.

The Cottam Rotary would like to install the shelter by the start of the 2018/2019 school year however there is a substantial lag time for the shelter to be delivered. The Cottam Rotary are requesting that Council approve the shelter in principle to allow for the ordering.

A draft encroachment agreement will be presented to Council at a later date.

LINK TO STRATEGIC PLAN

Promote the betterment, self-image and attitude of the community.

FINANCIAL CONSIDERATIONS

There are no financial considerations.

CONSULTATIONS

Cottam Rotary
Manager of Recreational Facilities and Properties

RECOMMENDATION

That Council approve the Cottam Bus Shelter Project in principle and that Administration continue to work with the Cottam Rotary on an encroachment agreement, and that this agreement be presented to Council.

Peggy Van Mierlo-West

Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer