



2021 Division Road North  
Kingsville, Ontario N9Y 2Y9  
(519) 733-2305  
www.kingsville.ca  
kingsvilleworks@kingsville.ca

**Date:** December 9, 2019  
**To:** Mayor and Council  
**Author:** Dan Wolicki, Manager of Municipal Facilities and Properties  
**RE:** Cottam Rotary Lease Agreement  
**Report No.:** MS 2019-52

---

## **AIM**

To seek Council approval to amend the lease agreement with the Cottam Rotary Club for partial usage of the recreational facility located at 124 Fox Street in Cottam.

## **BACKGROUND**

In 2017, the Cottam Rotary Club donated parkland along County Road 34 West that is known as 'Cottam Rotary Park' to the Town of Kingsville. Prior to the donation, the Club had been using a portable building within the park to conduct meetings for their organization which was removed and disposed of following the successful execution of the donation agreement.

In 2018, the Cottam Rotary Club and the Town of Kingsville entered a lease agreement (By-law 47-2018) for partial usage of the recreational facility located at 124 Fox Street in Cottam.

## **DISCUSSION**

The Cottam Rotary Club has expressed interest to the Town in continuing with leasing the portion of the recreational facility located within Ridgeview Park for the purpose of a meeting space for the organization. Attached in Appendix A of this report is a map outlining the location and approximate floor area for reference. The room measures approximately twenty (20) feet by forty (40) feet and does not offer any additional amenities aside from the room itself.

Prior to the initial lease agreement with the Club, the identified portion of the building had been dormant for several years serving mainly as additional storage space.

The Club has exhibited attentiveness and care in maintaining the conditions of the space along with working with the Town on minor improvements.

Attached in Appendix B of this report is the proposed amending lease agreement prepared by the Town.

The duration of the agreement is twelve (12) months and following this period, the lease agreement would continue on a month-to-month basis.

Attached in Appendix C is a letter from the Cottam Rotary Club indicating their support for the proposed lease agreement.

## **LINK TO STRATEGIC PLAN**

Effectively manage corporate resources and maximize performance in day-to-day operations.

## **FINANCIAL CONSIDERATIONS**

\$1020.00 +HST in annual revenue will be generated upon successful execution of amending the Cottam Rotary Lease Agreement.

## **CONSULTATIONS**

Kingsville Administration  
Cottam Rotary Club

## **RECOMMENDATION**

That Council directs the Mayor and Clerk to execute the amending agreement with the Cottam Rotary Club for partial usage of the recreational facility located at 124 Fox Street in Cottam.

*Dan Wolicki*

---

Dan Wolicki  
Manager of Municipal Facilities and Properties

*G.A. Plancke*

---

G.A. Plancke, Civil Eng. Tech (Env.)  
Director of Municipal Services

*Peggy Van Mierlo-West*

---

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