



Date: June 22, 2023
To: Committee of the Whole (COTW)
Author: Terry Fink, Special Projects Coordinator
RE: Facilities Assessment – Cottam Community Centre

COMMITTEE OF THE WHOLE

RECOMMENDED ACTION

1. That Committee of the Whole **RECOMMEND** to Council the demolition of Cottam Community Centre in Ridgeview Park; and
2. That Administration **BE DIRECTED** to undertake a Cottam facility needs analysis, which will include public consultation and discussions with municipal partners such as the Essex County Library.

BACKGROUND

Facility Description:

The Cottam Community Centre (C. C. C.) is a single-storey structure on grade, no basement, consisting of approximately 6,700 square feet of floor space. The C. C. C. is of concrete block construction, steel frame with a flat roof. The building interior is finished with plaster, drywall, and suspended ceiling tile system and vinyl floor tiles throughout. The building is heated by a furnace located in the boiler room.

The building is located within a 3.5-acre rectangular shape property site located at 122 Fox Street, Cottam ON, containing the Cottam Community Centre, (C.C.C.) an outbuilding and Kingsville Fire North Station to the east. The C. C. C. is bordered on the south side by Fox Street, Ridgeview Park to the west and north and Kingsville Fire Station to the east.

Facility Use:

The facility currently houses the Cottam Branch of the Essex County Library, which uses approximately 45% of the building (3,000 sq.ft.). Over time, the remainder of the

building has been used to house a school, municipal offices, theatre group, Mad Science, and a daycare, but has been vacant since 2021. The interior layout of the Centre, combined with known building issues, make it challenging to rent and host revenue generating programs.

Essex County Library – Cottam Branch

As noted, the Cottam Community Centre houses the Cottam Branch of the Essex County Library. The Essex County Library pays their proportionate share of utilities, but all other maintenance and capital costs are paid by the Town of Kingsville. Discussions with the Chief Librarian/CEO and Manager of Public Services were initiated to examine resource options and alternative services opportunities and confirm current and projected use of the library facility.

Essex County Library reports that the Cottam branch has a total membership of 323 and a total circulation of tangible materials of 947 (as of April 2023). By comparison, Woodslee (with a reported population of 100, vs a reported population of 995 for Cottam) had a total membership of 539 and circulation of 2,844 in the same period.

While Woodslee is stronger in both areas of membership and tangible circulation compared to Cottam, residents of Cottam have the choice of visiting a library in the Town of Essex, the Municipality of Leamington, or the Town of Kingsville main branch. Noting all three alternative libraries have extended hours beyond the Cottam library. Options to seek out similar service levels through other means (e.g. a book mobile, or an alternative site/storefront within Cottam) were discussed with the CEO, but no alternatives were confirmed. Further discussions will be required.

Financial Considerations:

Cottam Community Centre	ACTUALS			
	2019	2020	2021	2022
Revenue	\$ 12,800	\$ 11,200	\$ (2,016)	\$ --
Operating Expenses	\$ 9,449	\$ 6,866	\$ 6,821	\$ 13,893
Net Operating Revenue (Expense)	\$ 3,351	\$ 4,334	\$ (8,837)	\$ (13,893)

The Capital Replacement Value of the property is set at \$2,546,000.

DISCUSSION

Needs Assessment:

The Town of Kingsville hired Chall. Eng. Corporation to complete a *Building Condition Assessment Report* in 2022. The Report identified a number of major repairs required over a ten-year term including:

- Some cracking of concrete block masonry.
- Roofing system in generally fair to poor condition, requiring at minimum removal and replacement of roof. Evidence of leaks are found on ceiling tiles.
- Some cracking in exterior masonry and chimney and corroding metal siding.
- Windows and entry system nearing end of service life.
- Interior finishes ranging from good to poor condition.
- Washrooms not meeting requirements for accessible barrier free design.
- HVAC systems in functional, but aged condition requiring replacement. Boiler needs to be decommissioned and replaced. Rooftop HVAC systems need to be replaced. Energy audit is required due to age of equipment.
- Lighting systems in functional, but aged condition. All lighting should be replaced with energy efficient units.
- Site features (sidewalks, asphalt driveway and parking area, entrance ramp, landscaping) was in generally fair to poor condition and not fully accessible.
- Need for reconfiguration of interior building layout to accommodate required modifications associated with occupancy.

The Building Condition Assessment report estimated costs for major repairs required over the 10-year term of the analysis in the amount of \$3,538,500 inclusive of inflation and HST. As noted above, this estimate is approximately \$1 million greater than the \$2,546,000 Capital Replacement Value of the building.

In addition, in 2010 an Asbestos Assessment was completed that confirmed designated substances (presumed to be asbestos) is found within the building. Prior to any renovation or demolition, a Designated Substance Assessment is required and specific substances must be removed.

Based upon review of this facility, and the engineering and Asbestos Assessment reports, it is recommended that Council demolish the Cottam Community Centre. The total estimated cost for repairs over 10 years exceeds replacement value of the centre with no financial returns. Generally speaking, the Cottam Community Centre has reached the end of its lifecycle and seeking offsetting revenues or programming has proven challenging with options in close vicinity.

PREPARED BY:

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REVIEWED BY:



John Norton
Chief Administrative Officer