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**Date:** March 30, 2017  
**To:** Mayor and Council  
**Author:** Tim Del Greco, Manager of Facilities and Properties  
**RE:** Rotary Parkland Transfer Agreement  
**Report No.:** MS 2017-16

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## **AIM**

To seek Council approval to enter into a land transfer agreement with the Rotary Club of Cottam.

## **BACKGROUND**

In 2016, the Rotary Club of Cottam approached the Town with a desire to donate Cottam Rotary Park to the Municipality of Kingsville. This property is an active park approximately 2.4 acres in size and located adjacent to 183 County Road 34 West in Cottam. The property has been utilized as parkland under Rotary ownership since 1948. As a result, there is a significant amount of historical and sentimental value to many residents of Cottam with respect to this property and an emphasis on maintaining the park to an appropriate standard.

The Rotary Club has expressed that it has been experiencing difficulties in recent years with having both the finances and volunteer support required to continually maintain the park property to adequate standards. Therefore, it is their wish that the property be donated to the Town at no cost pending certain contractual obligations can be mutually agreed upon.

## **DISCUSSION**

Over the past year the Town has engaged in several discussions with the Club in an effort to negotiate an agreement that both parties would be satisfied with. Attached in Appendix I of this report is a copy of an agreement that both parties support. Appendix II details a letter of support from the Club. Key highlights of the agreement include:

- Transfer of Rotary Park property to Town at no cost.
- Rotary Club permitted to use park for annual events and holiday decorating.
- Preservation of current park amenities (pond, stone building, etc.) as long as reasonably practical.
- Town to assume ownership of Rotary Park on July 31<sup>st</sup>, 2017.

Prior to a successful land transfer, the Town would remove any liabilities such as outdated play equipment and over mature trees. The large portable building on site would be removed as well. An account was approved in the 2017 Municipal Budget in the amount of \$10,000 to address these liabilities as well as other minor repairs.

Additional capital funding should be considered in the 2018 Municipal Budget in order to facilitate various upgrades to the property to Town standard. Examples of these upgrades would include play equipment, play surfacing, LED lighting, equipment related to pond maintenance, and restoration of the interior of the stone building located on site.

In addition to capital funding, the newly acquired property will have an impact on annual operating costs. Examples of these costs include labor, utilities, and routine maintenance. It is estimated that approximately \$7,400 per year would be required for annual operating costs.

## **LINK TO STRATEGIC PLAN**

*Promote our amenities, including recreation facilities, parks, human services, heritage and culture and other attractions in the Town of Kingsville, as assets to support quality of life.*

## **FINANCIAL CONSIDERATIONS**

- Approximately \$7,400 per year would be required for annual operating costs.
- \$10,000 is approved in the 2017 Municipal Budget to address immediate liabilities within the park.
- A capital budget request of \$25,000 in 2018 should be considered in order to improve the property.

## **CONSULTATIONS**

Municipal Services  
Administration Management Group  
Rotary Club of Cottam

## **RECOMMENDATION**

Recommend Council approve the attached land transfer agreement with Rotary Club of Cottam.

*Tim Del Greco*

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Tim Del Greco, P.Eng.  
Manager of Facilities and Property

*G. Andrew Plancke*

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

*Peggy Van Mierlo-West*

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