



**City of Kingston  
Report to Council  
Report Number 18-185**

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**To:** Mayor and Members of Council  
**From:** Lanie Hurdle, Commissioner, Community Services  
**Resource Staff:** Luke Follwell, Director, Recreation & Leisure Services  
**Date of Meeting:** July 10, 2018  
**Subject:** License Agreement with Limestone Boat & Board Club to Permit Trillium Grant Application

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**Executive Summary:**

The Limestone Boat & Board Club (LBBC) approached staff in 2017 with a proposal to partner with the City of Kingston on the development of a community run small craft club in Rotary Park. LBBC would be responsible for community programming and the cost for and the management of a public dock, small craft launch and boat shed which would be accessible to the public (the "project"). Report Number [ARCP-18-001](#), which outlines this project, was presented on March 29, 2018 and the proposed future partnership with the LBBC was approved, in principle, by Council.

The sum of \$150,000 is proposed to be contributed to the project by the LBBC. The club has identified that some of this funding may be raised through a grant from the Ontario Trillium Foundation. In order to be eligible to apply to the Ontario Trillium Foundation for the works associated with the club proposal, LBBC is required to have a five year license agreement with the City for the land where the project would be developed.

Should the fundraising efforts take more time than the LBBC is anticipating, then the agreement would require an amendment for an extension. Should the LBBC be successful at fundraising, and the project advances, the terms of the operation of the club would need to be amended into the agreement.

**Recommendation:**

**That** Council authorize the Mayor and Clerk to enter into a license agreement with the Limestone Boat & Board Club for a term of five years with terms as generally described in Report 18-185 and further authorize amendments that may be required, to permit the Limestone

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Boat & Board Club to construct a small launch, docks and boat shed in Rotary Park, in a form agreeable and satisfactory to the Director of Legal Services.

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**Authorizing Signatures:**

ORIGINAL SIGNED BY COMMISSIONER

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**Lanie Hurdle, Commissioner, Community Services**

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

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**Gerard Hunt, Chief Administrative Officer**

**Consultation with the following Members of the Corporate Management Team:**

Jim Keech, President & CEO, Utilities Kingston	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	Not required
Denis Leger, Commissioner, Corporate & Emergency Services	√

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**Options/Discussion:**

Staff is currently working with the LBBC to develop detailed concept plans for the project and the LBBC and staff will be hosting public consultation on the proposal.

\$150,000 is proposed to be contributed to the partnership by the LCCB. The concept plans of the club's improvements and the required associated park improvements will be used to estimate total project cost including City costs associated with the partnership.

Staff will report back to Council when the LBBC has secured adequate funding to support their associated responsibilities for the development of the partnership as outlined in Report Number [ARCP-18-001](#).

The proposed license agreement would permit the club to construct and maintain a small craft launch, docks and boat shed in Rotary Park it for a period of five years. The agreement would lay out the responsibilities of the club including, but not limited to, terms of construction, cost contribution, insurance, access for the public, maintenance, regular inspections, facility management and reporting to City staff.

Should LBBC be successful in fundraising for the project, and the project were to move forward, the licence agreement would require amendment to include additional provisions of operation including periods of use, site access and programming. Those specific terms are not able to be established at this time due to the limited advancement of the detailed concept plans but would be described to Council when reporting back on the project.

As the Ontario Trillium Foundation requires that the license agreement be for five years and that fundraising efforts may take more than one cycle of grant applications, it is anticipated that an extension to the agreement is likely to be required by LBBC in order for them to remain eligible with the Ontario Trillium Foundation and other potential donors.

In addition to the proposed license agreement, this report also seeks approval to amend the agreement to address issues such as extensions and additional detail on the terms of operation.

**Existing Policy/By-Law:**

Not applicable

**Notice Provisions:**

Not applicable

**Accessibility Considerations:**

Not applicable

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**Financial Considerations:**

Not applicable

**Contacts:**

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**Other City of Kingston Staff Consulted:**

Neal Unsworth, Manager, Parks Development

Andrew Reeson, Associate Legal Counsel, Legal Services

**Exhibits Attached:**

Not applicable