



## OFFICE OF THE CITY CLERK COUNCIL SERVICES

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CITY HALL  
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### CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

**Report Number: CAO 301/2023**

**Approved: Thursday, November 16, 2023**

I. THAT **APPROVAL BE GIVEN** for a LEASE AGREEMENT between The Corporation of the City of Windsor and Samantha Rae Buhler o/a The Hub operated by Samantha Buhler for the concession located in Charles Clark Square, 215 Chatham Street East, Windsor, in accordance with the following terms:

#### **BASIC TERMS:**

- |                                   |   |
|-----------------------------------|---|
| <b>a) Tenant</b>                  | Samantha Rae Buhler o/a The Hub operated by Samantha Buhler                             |
| <b>b) Commencement Date</b>       | December 1, 2023  |
| <b>c) Termination Date</b>        | November 30, 2024   |
| <b>d) Term</b>                    | One (1) year  |
| <b>e) Leased Premises</b>         | Concession, Charles Clark Square<br>215 Chatham Street East<br>Windsor, Ontario N9A 2W3 |
| <b>f) Area of Leased Premises</b> | Approximately 1,050 square feet   |
| <b>g) Annual Basic Rent</b>       | \$4,492.34, plus HST  |
| <b>h) Monthly Basic Rent</b>      | \$374.36, plus HST  |
| <b>i) Security Deposit</b>        | None  |



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- |                        |  |
|------------------------|--|
| j) Land Taxes          | Payable by Tenant  |
| k) Utilities           | Included in Rent   |
| l) Permitted Use       | Concession / Take Out Restaurant   |
| m) Insurance           | General Liability Insurance<br>Minimum Limit \$2,000,000.00<br>Tenant's Legal Liability Insurance<br>Minimum Limit \$400,000.00<br>The Corporation of the City of Windsor to be listed as additional insured and 30 days' notice of cancellation   |
| n) Overholding         | \$748.72, plus HST, per month  |
| o) Renewal             | One (1) year option to renew, upon mutual consent, and on the same terms and conditions, save and except rent  |
| p) Guarantor           | None   |
| q) Special Provisions: | Tenant is responsible for cleaning the Leased Premises at its own cost<br><br>Landlord is responsible for snow removal and salting at the Leased Premises<br><br>In the event Administration identifies a City use for the Leased Premises and the Leased Premises are no longer available, the lease will be terminated upon ninety (90) days' written notice to the Tenant |

II. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign a Lease Agreement, to be satisfactory in form to the City Solicitor, in content to the Lease Administrator, the Executive Director of Parks & Facilities and the Executive Director of Recreation & Culture, and in financial content to the City Treasurer.



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Report Number: CAO 301/2023

Clerk's File: APM/14483

*Anna Ciacelli*

Deputy City Clerk / Supervisor of Council Services

November 17, 2023

### Department Distribution

Manager of Real Estate Services
Commissioner, Corporate Services
Executive Director, Recreation & Culture
Executive Director, Parks & Facilities
Commissioner, Community Services
On behalf of Commissioner, Corporate Services CFO / City Treasurer
Chief Administrative Officer

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