

CAO APPROVAL NOTICE

The Chief Administrative Officer approved the following recommendation:

CAO4927

APPROVED – February 15, 2019

THAT **APPROVAL BE GIVEN** for the renewal of the lease agreement between The Corporation of the City of Windsor and Essex County Nurse Practitioner-LED Clinic for the lease of 1168 Drouillard Road, Units #7, 14 and 15, which are part of the Gino and Liz Marcus Community Centre (north side), in accordance with the following terms:

BASIC TERMS:

- | | |
|-----------------------------------|--|
| a) Tenant | Essex County Nurse Practitioner-LED Clinic (Essex) |
| b) Tenant's Address | 1168 Drouillard Road, Unit #15
Windsor, Ontario N8Y 2R1 |
| c) Commencement Date | March 1, 2019 |
| d) Termination Date | February 29, 2020 |
| e) Leased Premises | 1168 Drouillard, Units #7, 14 & 15
Windsor, Ontario N8Y 2R1 |
| f) Area of Leased Premises | Useable Space: 1,308 square feet
Common Space: 568 square feet
Total Space: 1,876 square feet |
| g) Annual Basic Rental | \$17,277.96 per year, plus HST |
| h) Monthly Basic Rental | \$1,439.83 per month, plus HST |
| i) Security Deposit | None |
| j) Land Taxes | Included in gross rent |
| k) Utilities | Included in gross rent |
| l) Permitted Use | Office/ Medical Clinic/ Meeting Space |
| m) Insurance | General Liability Insurance
Minimum Limit \$2,000,000
Tenant's Legal Liability Insurance |

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Minimum Limit \$300,000

The Corporation of the City of Windsor to be listed as an additional insured, include cross liability and 30 days' notice of cancellation

n) Overholding Rental

\$2,879.66 per month, plus HST

o) Renewal

The current lease agreement provides for 2 one year renewal options under the same terms and conditions, save and except rent. This is the second renewal under the lease agreement

p) Guarantor

None

q) Special Provisions:

With respect to board room usage at the Gino and Liz Marcus Community Complex (North Side), the Tenant is permitted to use the board room for no charge up to eight (8) times per calendar month

Board room usage over and above eight (8) times per calendar month will be charged at the rate of \$10.00 per hour up to a maximum of \$50.00 per day

The current fee schedule applies to each room pursuant to City Council approval. The Tenant is responsible for confirming rates with staff when booking rentals

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

APM/13400

APPENDICES

A - By-Law 208-2008, 1.30 (a) 'City as Lessor' Leases and/or Assignments.

B – Copy of Floor Plan showing location of leased premises

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The Chief Administrative Officer approved the following recommendation:

Internal Distribution

Lease Administrator
Manager of Real Estate Services
City Solicitor
City Treasurer
Executive Director Recreation & Culture
Chief Administrative Officer

External Distribution