

**CAO APPROVAL NOTICE**

The Chief Administrative Officer approved the following recommendation:

**CAO4939**

**APPROVED – March 1, 2019**

THAT **APPROVAL BE GIVEN** for the second renewal of the lease agreement between The Corporation of the City of Windsor and Centres for Seniors Windsor for the lease of part of the WFCU Centre located at 8787 McHugh Street, specifically the Erie, St. Clair and Pre-School Rooms, in accordance with the following terms:

**BASIC TERMS:**

- |                                |  |
|--------------------------------|--|
| <b>a) Tenant</b>               | Centres for Seniors Windsor  |
| <b>b) Tenant's Address</b>     | 8787 McHugh Street<br>Windsor, Ontario N8S 0A1   |
| <b>c) Term</b>                 | 3 years  |
| <b>d) Commencement Date</b>    | April 1, 2019  |
| <b>e) Termination Date</b>     | March 31, 2022   |
| <b>f) Leased Premises</b>      | Part of the WFCU Centre, being the<br>Erie, St. Clair and Pre-School rooms<br>8787 McHugh Street<br>Windsor, Ontario N8S 0A1   |
| <b>g) Site Area</b>            | approximately 3,650 square feet (rentable)   |
| <b>h) Annual Basic Rental</b>  | April 1, 2019 to March 31, 2020<br>\$34,763.07 per annum, plus HST<br><br>In each subsequent year of the Term, commencing<br>April 1, 2020, Annual Basic Rental shall increase by<br>the average annual increase in the Consumer Price<br>Index (" <b>CPI</b> ") as published by Statistics Canada |
| <b>i) Monthly Basic Rental</b> | April 1, 2019 to March 31, 2020<br>\$2,896.92 per month, plus HST  |

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In each subsequent year of the Term, commencing April 1, 2020, Monthly Basic Rental shall increase by the average annual increase in the Consumer Price Index (“CPI”) as published by Statistics Canada

- j) Security Deposit**                      None
- k) Land Taxes**                              Exempt (Municipal Capital Facility)
- l) Utilities**                                  Included in Basic Rent
- m) Permitted Use**                        Office / Meetings / Workshops / Drop In Centre
- n) Insurance**                              General Liability Insurance  
Minimum Limit \$2,000,000  
Tenant’s Legal Liability Insurance  
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
- o) Overholding Rate**                    \$5,793.85 per month, plus HST
- p) Renewal**                                The original Lease Agreement provided for three (3) additional terms of three (3) years each, under the same terms and conditions of the original Lease Agreement, save and except rent, and no further right to extend the term. This is the 2<sup>nd</sup> renewal period under the Lease Agreement.
- q) Guarantor**                                None
- r) Special Provisions:**                    None

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

APM/13426

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APPENDICES

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

Internal Distribution

Lease Administrator

Manager of Real Estate Services

Corporate Leader of Parks, Recreation, Culture and Facilities

City Solicitor

City Treasurer

Chief Administrative Officer

External Distribution