



OFFICE OF THE CITY CLERK COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL
WINDSOR, ONTARIO
N9A 6S1

Fax: (519)255-6868

E-mail: clerks@citywindsor.ca

WEBSITE: www.citywindsor.ca

CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

Report Number: CAO 102/2019

Approved: September 24, 2019

THAT approval **BE GIVEN** to renew the lease agreement between The Corporation of the City of Windsor and The Windsor Parade Corporation for the lease of 1168 Drouillard Road, Unit #1, which is part of the Gino and Liz Marcus Community Centre (north side), in accordance with the following terms:

BASIC TERMS:

- | | |
|-----------------------------------|---|
| a) Tenant | The Windsor Parade Corporation |
| b) Tenant's Address | 1168 Drouillard Road, Unit #1
Windsor, Ontario N8Y 2R1 |
| c) Commencement Date | November 1, 2019 |
| d) Termination Date | October 31, 2020 |
| e) Leased Premises | 1168 Drouillard, Unit #1
Windsor, Ontario N8Y 2R1 |
| f) Area of Leased Premises | Usable Space: 376 sq ft
Common Space: 163 sq ft
Total Space: 539 sq ft |
| g) Annual Basic Rental | \$4,964.19 per year (plus HST) |
| h) Monthly Basic Rental | \$413.68 per month (plus HST) |
| i) Security Deposit | None |



OFFICE OF THE CITY CLERK COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL
WINDSOR, ONTARIO
N9A 6S1

Fax: (519)255-6868

E-mail: clerks@citywindsor.ca

WEBSITE: www.citywindsor.ca

- j) Land Taxes** Included in gross rent
- k) Utilities** Included in gross rent
- l) Permitted Use** Office / Meeting Space
- m) Insurance** General Liability Insurance
Minimum Limit \$2,000,000
Tenant's Legal Liability Insurance
Minimum Limit \$300,000
- n) Overholding Rental** \$827.36 per month (plus HST)
- o) Renewal** The current lease agreement provides for a one (1) year option to renew upon mutual consent of the Landlord and Tenant, and on the same terms and conditions, save and except rent. The term recommended herein represents the renewal period
- 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
- Other than the boardroom, the current fee schedule approved by City Council applies to the rental of each room. The Tenant is responsible for confirming rates with staff when booking rentals

and,



OFFICE OF THE CITY CLERK COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL
WINDSOR, ONTARIO
N9A 6S1

Fax: (519)255-6868

E-mail: clerks@citywindsor.ca

WEBSITE: www.citywindsor.ca

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

Report Number: CAO 102/2019
Clerk's File: SR/12058

Steve Vlachodimos

Deputy City Clerk/Senior Manager of Council Services
September 26, 2019

Department Distribution

Title
Lease Administrator
Manager of Real Estate Services
City Solicitor and Corporate Leader, Economic Development and Public Safety
Executive Director, Recreation & Culture
Financial Planning Administrator
Chief Financial Officer/City Treasurer and Corporate Leader Finance and Technology
Chief Administrative Officer

External Distribution