



OFFICE OF THE CITY CLERK COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL
WINDSOR, ONTARIO
N9A 6S1

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WEBSITE: www.citywindsor.ca

CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

Report Number: CAO 103/2019

Approved: September 24, 2019

THAT approval **BE GIVEN** for a renewal of the lease agreement between The Corporation of the City of Windsor and Birthright for the lease of 1168 Drouillard Road, Unit #4, which is part of the Gino and Liz Marcus Community Centre (north side), in accordance with the following terms:

BASIC TERMS:

- | | |
|-----------------------------------|---|
| a) Tenant | Birthright |
| b) Tenant's Address | 1168 Drouillard Road, Unit #4
Windsor, Ontario N8Y 2R1 |
| c) Commencement Date | November 1, 2019 |
| d) Termination Date | October 31, 2020 |
| e) Leased Premises | 1168 Drouillard, Unit #4
Windsor, Ontario N8Y 2R1 |
| f) Area of Leased Premises | Usable Space: 423 sq ft
Common Space: 183 sq ft
Total Space: 606 sq ft |
| g) Annual Basic Rental | \$5,581.26 per year (plus HST) |
| h) Monthly Basic Rental | \$465.11 per month (plus HST) |
| i) Security Deposit | None |



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- | | |
|------------------------|---|
| 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 | \$930.22 per month (plus HST) |
| o) Renewal | Upon mutual consent of the Landlord and Tenant, a further one (1) year option to renew, on the same terms and conditions contained herein, save and except rent |
| 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,

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



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Lease Administrator and the Executive Director of Recreation & Culture, and in financial content to the City Treasurer.

Report Number: CAO 103/2019
Clerk's File: APM/13400

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