



OFFICE OF THE CITY CLERK COUNCIL SERVICES

CITY HALL
WINDSOR, ONTARIO
N9A 6S1

Phone: (519)255-6211

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E-mail: clerks@citywindsor.ca

WEBSITE: www.citywindsor.ca

CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

Report Number: CAO 112/2019

Approved: October 2, 2019

1. THAT **APPROVAL BE GIVEN** pursuant to the Delegation of Authority By-Law Number 208-2008, section 1.30, as amended, to an extension of the lease agreement between The Corporation of the City of Windsor and Sunshine Forcier and Patrick Hansor for 3277 Sandwich Street, Unit #16, which is part of Mackenzie Hall Cultural Centre, in accordance with the following terms:

BASIC TERMS:

- | | |
|-----------------------------------|---|
| a) Tenants | Sunshine Forcier and Patrick Hansor |
| b) Tenants' Address | 3277 Sandwich Street, Unit #16, Windsor ON N9C 1A9 |
| c) Commencement Date | November 1, 2019 |
| d) Term | Six (6) Months |
| e) Termination Date | April 30, 2020 |
| f) Leased Premises | 3277 Sandwich Street, Unit #16, Windsor ON N9C 1A9 |
| g) Area of Leased Premises | Usable Space: 693 sq ft
Common Space: 243.31 sq ft
Total Space: 936.31 sq ft |



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- h) Annual Gross Rent** \$7,490.48, plus HST
- i) Monthly Gross Rent** \$ 624.21, plus HST
- j) Security Deposit** None
- k) Land Taxes** Included in gross rent
- l) Utilities** Included in gross rent (hydro, gas and water)
- m) Permitted Use** Office Space / Social Work
- n) Insurance** General Liability Insurance
Minimum Limit \$2,000,000.00
Tenant's Legal Liability Insurance
Minimum Limit \$300,000.00
The Corporation of the City of Windsor to be listed as
Additional insured and 30 days' notice of cancellation
- o) Overholding Rental** \$1,248.42 per month, plus HST
- p) Renewal** None
- q) Guarantor** None
- r) Special Provisions:** In the event the Tenants wish to further extend the Lease of the Leased Premises, the Tenants shall give notice of such intent to the Landlord no later than thirty (30) days prior to the expiration of the Term
- Any further extension of the Lease of the Leased Premises shall be granted on the same terms and conditions contained herein, save and except rent, which shall increase by three per cent (3%)
- The parking lot located south of the Mackenzie Hall Cultural Centre is not owned by the City, nor does it form part of the Leased Premises or Mackenzie Hall lands. The Tenant acknowledges that said parking lot



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may not be available for use by the patrons and tenants of Mackenzie Hall in the future

The Tenants agree to grant the Landlord and/or its contractors, agents and employees, access to the Mechanical Room situated within the Leased Premises, upon reasonable notice and at mutually agreeable times, for the purpose of maintenance and or repair to any and all equipment within the Mechanical Room. In the event of an emergency, the Landlord and/or its contractors, agents, employees may access the Mechanical Room situated within the Leased Premises at any time without notice.

and,

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

Report Number: CAO 112/2019
Clerk's File: SR/13029

Steve Vlachodimos

Deputy City Clerk/Senior Manager of Council Services
October 3, 2019

Department Distribution

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



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Corporate Leader Finance and Technology

Chief Administrative Officer
