



OFFICE OF THE CITY CLERK COUNCIL SERVICES

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CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

Report Number: CAO 276/2020

Approved: December 23, 2020

THAT **APPROVAL BE GIVEN** for a renewal of lease agreement between The Corporation of the City of Windsor and Common Ground Art Gallery for 3277 Sandwich Street, Unit #40, which is part of Mackenzie Hall Cultural Centre, in accordance with the following terms:

BASIC TERMS:

- | | |
|-----------------------------------|--|
| a) Tenant | Common Ground Art Gallery |
| b) Tenant's Address | 3277 Sandwich Street, Room #40
Windsor, Ontario N9C 1A9 |
| c) Commencement Date | January 1, 2021 |
| d) Termination Date | December 31, 2021 |
| e) Leased Premises | 3277 Sandwich Street, Room #40
Windsor, Ontario N9C 1A9 |
| f) Area of Leased Premises | Useable Space: 83.00 square feet
Common Space: 29.14 square feet
Total Rentable Space: 112.14 square feet |
| g) Annual Basic Rental | \$1,212.23, plus HST |
| h) Monthly Basic Rental | \$ 101.02, 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
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 | \$ 202.04, per month, plus HST |
| o) Renewal | None |
| p) Guarantor | None |
| q) Special Provisions: | 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 may not be available for use by the patrons and tenants of Mackenzie Hall in the future; and |

THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign a Renewal of Lease 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 276/2020
Clerk's File: SR/13667

Steve Vlachodimos

Deputy City Clerk/Senior Manager of Council Services
December 30, 2020



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Department Distribution

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

External Distribution