



OFFICE OF THE CITY CLERK COUNCIL SERVICES

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CITY HALL
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WEBSITE: www.citywindsor.ca

CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

Report Number: CAO 51/2022

Approved: March 3, 2022

- I. THAT **APPROVAL BE GIVEN** for a lease agreement between The Corporation of the City of Windsor and Alzheimer Society of Windsor and Essex County to lease space in the basement level of the long term care facility known as Huron Lodge, located at 1881 Cabana Road West, in accordance with the following terms:

BASIC TERMS:

- | | |
|-----------------------------------|--|
| a) Tenant | Alzheimer Society of Windsor and Essex County |
| b) Commencement Date | April 1, 2022 |
| c) Termination Date | March 31, 2023 |
| d) Leased Premises | Basement Unit, Huron Lodge
1881 Cabana Road West
Windsor, Ontario N9G 1C7
as shown on the floor plan attached as Appendix B |
| e) Area of Leased Premises | approximately 2,393 rentable square feet |
| f) Annual Basic Rent | \$24,622.44 per year, plus HST |
| g) Monthly Rent | \$ 2,051.87 per month, plus HST |
| h) Property Taxes | Payable by Tenant |
| i) Utilities | Included in Rental Rate |



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- j) Permitted Use** Office Space / Adult Day Away Programming / Respite Services
- k) Insurance** General Liability Insurance
Minimum Limit \$5,000,000
Tenant's Legal Liability Insurance
Minimum Limit \$500,000
The Corporation of the City of Windsor to be listed as an additional insured, include cross liability and 30 days' notice of cancellation
- l) Overholding Rental** \$ 4,103.74 per month, plus HST
- m)Renewal** Upon mutual consent of the Landlord and Tenant, one (1) option to renew for one (1) year, on the same terms and conditions, save and except rent
- n) Guarantor** None
- o) Special Provisions:** Tenant shall comply with the most up-to-date regulations in place under the *Emergency Management and Civil Protection Act*, as amended from time to time, regardless of the frequency of such amendments. Tenant shall also comply with any guidelines and best practices issued by the Province of Ontario or any other governing body in relation to limiting the spread of COVID-19
- In order to comply with COVID-19 mitigation measures, the Tenant acknowledges that it is responsible for ensuring that its staff and clients access the Leased Premises via the wheelchair ramp located east of the exterior door at the Leased Premises and not directly through Huron Lodge
- Tenant shall be responsible for its own general housekeeping and maintenance at the Leased Premises



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Landlord shall provide additional cleaning services at the Leased Premises at the end of each day, after the Tenant's staff and clients have vacated the Leased Premises

In the event of immediate need of cleaning at the Leases Premises, the Landlord's staff will respond in full PPE (gloves, mask, gown) to clean the Leased Premises. A PPE disposal bin will be provided to ensure that used PPE is not moved around the facility

Landlord is responsible for all grass cutting, snow removal and salting during the term of the Lease, including the wheelchair ramp located east of the exterior door at the Leased Premises

Landlord's Nursing staff will continue to access the Tena storage room. Access to the Tena storage room will only occur once the Tenant's staff and clients have vacated the Leased Premises for the day; and,

- II. 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 the Executive Director, Long Term Care / Administration, and in financial content to the City Treasurer.

Report Number: CAO 51/2022

Clerk's File: APM/14312

Anna Ciacelli

Deputy City Clerk/Supervisor of Council Services

March 4, 2022

Department Distribution

Lease Administrator

Manager of Real Estate Services



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Commissioner, Legal & Legislative Services
Executive Director of Long Term Care / Administrator
Commissioner, Human & Health Services
Deputy Treasurer – Taxation, Treasury and Financial Projects
Commissioner, Corporate Services / Chief Financial / City Treasurer
Chief Administrative Officer

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