

**CITY HALL  
WINDSOR, ONTARIO  
N9A 6S1**

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## **CAO APPROVAL**

The Chief Administrative Officer approved the following recommendation:

**Report Number: CAO 185/2025**

**Approved: Wednesday, September 3, 2025**

- I. **THAT APPROVAL BE GIVEN** granting of the following Consent to Enter:
- a) That the Consent to Enter is provided to Westcott Concrete and agents. (hereinafter "Westcott"), to enter part of the lands municipally known as 1075 Ypres Avenue, being part of Optimist Memorial Park, as shown on the aerial image attached as Appendix A (the "Lands");
  - b) Westcott will enter the Lands for the purpose of erecting and constructing a new batting cage, located within the Licensed Area as shown on Appendix A. The Lands will be licensed to the Windsor Essex Cricket League ("WECL") by license agreement expiring June 30, 2030;
  - c) The term of the agreement shall be for two (2) weeks and three (3) days commencing September 13, 2025 and expiring on September 30, 2025 (the "Term");
  - d) Access to the Lands will be from Ypres Avenue;
  - e) Westcott will ensure that its equipment and materials at the Lands are secured at all times and that the Lands are not accessible to the public.
  - f) Westcott agrees that, upon the termination of this agreement, any disturbance of the Lands or within Optimist Memorial Park, resulting from the construction undertaken on the batting cage lands, will be restored by Westcott and Guardian at their own cost and to the satisfaction of the Executive Director of Parks, Recreation and Facilities, or designate, acting reasonably;
  - g) Westcott will be required to provide the City with indemnification and require proof of insurance with the following minimal coverage, satisfactory to the City:

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- \$5,000,000 Commercial General Liability coverage with “The Corporation of the City of Windsor” listed as an additional insured and cross-liability coverage and 30 days’ notice of cancellation;

The City reserves the right to amend, restate and/or supplement the above requirements as determined by the City’s Risk and Insurance Department from time to time.

II. THAT the Chief Administrative Officer and the City Clerk **EXECUTE** a Consent to Enter Agreement with Westcott, approved as to form by the City Solicitor, or designate and as to technical content by the Executive Director of Parks, Recreation and Facilities.

Report Number: CAO 185/2025  
Clerk’s File: APM/14909

*Anna Ciacelli*

Deputy City Clerk / Supervisor of Council Services  
September 4, 2025

Department Distribution

Lease Administrator (Acting)
Manager of Real Estate Services
Acting Executive Director, Parks, Recreation and Facilities
City Solicitor
Commissioner, Corporate Services
Commissioner, Community Services
Chief Administrative Officer

External Distribution