

CITY HALL
WINDSOR, ONTARIO
N9A 6S1

Phone: (519)255-6211

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WEBSITE: www.citywindsor.ca

CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

Report Number: CAO 217/2026

Approved: Thursday, October 8, 2026

I. THAT **APPROVAL BE GIVEN** to enter into a license agreement for a bus bay at the Windsor International Transit Terminal located at 300 Chatham Street West, in accordance with the following terms:

BASIC TERMS:

- | | |
|----------------------------------|---|
| a) Licensee | 17209444 CANADA INC. |
| b) Commencement Date | October 1, 2026 |
| c) Term | One (1) year |
| d) Termination Date | September 30, 2027 |
| e) Licensed Area | One (1) Bus Bay at the Windsor International Transit Terminal as shown on the aerial diagram attached as Appendix A |
| f) Area of Licensed Space | Approximately 540 square feet |
| g) License Fee | \$250.00, plus HST, weekly, to be billed monthly at the end of each month |
| h) Security Deposit | None |
| i) Land Taxes | Not applicable |
| j) Utilities | Included in license fee |

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k) Permitted Use	Bus Bay for Operation of Passenger Bus Service
l) Insurance	General Liability Insurance Minimum Limit \$5,000,000.00 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 Auto Liability Insurance Minimum Limit \$5,000,000.00
m) Renewal	Option to renew up to two (2) additional terms of one (1) year each, under the same terms and conditions, save and except the license fee
n) Guarantor	None
o) Special Provisions	Licensee can access the Licensed Space during the regular operational hours of the Windsor International Transit Terminal, being 05:00 am to 02:00 am, seven days per week. Licensee is granted an exclusive license over the Licensed Area to operate passenger bus services to the public and for no other purpose Licensee is granted a non-exclusive license over the remainder of the Windsor International Transit Terminal in common with others entitled to use the public areas at the same times and in the same manner as for the usual purposes permitted to the public Either party may terminate the agreement upon the provision of ninety (90) days' written notice Licensors shall approve and install signage at the Licensed Premises, at the Licensee's entire cost; and,



OFFICE OF THE CITY CLERK COUNCIL SERVICES

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II. THAT the Chief Administrative Officer and City Clerk **EXECUTE** a License Agreement, to be satisfactory in form to the City Solicitor, in content to the Lease Administrator and the Executive Director of Transit Windsor and in financial content to the City Treasurer.

Report Number: CAO 217/2026
Clerk's File: APM/15083

Anna Ciacelli

Deputy City Clerk
October 9, 2026

Department Distribution

Lease Administrator
Manager of Real Estate Services
City Solicitor
Executive Director, Transit Windsor
Deputy CAO/Commissioner, Economic Development
Manager, Strategic Operating Budget Development & Control
On behalf of Commissioner, Finance / City Treasurer
Chief Administrative Officer