



OFFICE OF THE CITY CLERK COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL
WINDSOR, ONTARIO
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WEBSITE: www.citywindsor.ca

CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

Report Number: CAO 92/2026
Approved: Tuesday, May 12, 2026

I. THAT **APPROVAL BE GIVEN** to enter into a license renewal agreement with the Windsor Minor Football Association for exclusive use of space in the building located in Mic Mac Park, Windsor, in accordance with the following terms:

BASIC TERMS:

- | | |
|----------------------------------|--|
| a) Licensee | Windsor Minor Football Association |
| b) Commencement Date | April 1, 2026 |
| c) Term | One (1) year |
| d) Termination Date | March 31, 2027 |
| e) Operating Season | Licensee may conduct business relating to the operation of a Football Program including a concession stand to support Licensee-run events from May 1, 2026 to November 30, 2026 |
| f) Non-Operating Season | Licensee may use the Licensed Space for the storage of equipment related to the operation of a Football Program from April 1, 2026 to April 30, 2026 and December 1, 2026 to March 31, 2027. Licensee further acknowledges that Parks' staff may not conduct regular Parks maintenance, including snow removal during the Non-Operating Season |
| g) Area of Licensed Space | 623.5 square feet |



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- | | |
|------------------------------|---|
| h) Annual License Fee | \$2,494.00, plus HST |
| i) Security Deposit | None |
| j) Land Taxes | Not applicable |
| k) Utilities | Included in license fee |
| l) Permitted Use | Equipment Storage Space |
| m) 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 |
| n) Renewal | One (1) year option to renew on the following conditions: <ol style="list-style-type: none">i. Licensee must provide written notice of its intent to exercise the renewal option no later than three (3) months prior to the expiration of the Term of this Lease;ii. Licensor may arbitrarily or unreasonably withhold consent to the renewal, failing which, the option shall be void;iii. Any renewal will be on the same terms and conditions set forth herein, save and except the License Fee, which will be subject to negotiation and mutual agreement by the parties within the thirty (30) day period following the Licensee's notice of intent to exercise the renewal option. If the parties cannot reach a mutual agreement on |



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the License Fee within this thirty (30) day period,
the renewal option shall be void.

The term recommended herein represents the renewal
period

o) Guarantor

None

p) Special Provisions:

Licensee can access the Licensed Space during the
regular operational hours of the Park, in accordance
with City By-law No. 131-2019, being 5:00 am and
11:00 pm

Licensee is granted a non-exclusive license through
the Park during the Term, strictly for the purpose of
accessing the Licensed Space

The Licensee acknowledges its obligations in
accordance with City By-law No. 131-2019 and City
By-law No. 113-2006, and specifically that it shall not
possess, consume, serve or sell alcohol, or engage
in smoking any lighted or heated equipment used to
smoke or vaporize any tobacco or non-tobacco
product, within the Licensed Space; and,

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

Report Number: CAO 92/2026

Clerk's File: SR/13777

Anna Ciacelli

Deputy City Clerk / Supervisor of Council Services

May 13, 2026



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Department Distribution

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Chief Administrative Officer