



## OFFICE OF THE CITY CLERK COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL  
WINDSOR, ONTARIO  
N9A 6S1

Fax: (519)255-6868

E-mail: [clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)

WEBSITE: [www.citywindsor.ca](http://www.citywindsor.ca)

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### CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

**Report Number: CAO 95/2026**  
**Approved: Thursday, May 14 2026**

I. THAT **APPROVAL BE GIVEN** to enter into a license amendment agreement between The Corporation of the City of Windsor and Kenneth Edward Jones o/a Cooleez Ice Cream Parlour in accordance with the following terms:

#### **DELETE:**

#### **BASIC TERMS:**

- e) **Operating Season** Licensee may conduct business relating to the operation of a concession stand from May 1, 2025 to September 30, 2025
- f) **Non-Operating Season** Licensee may use the Licensed Space for the storage of equipment related to the operation of a concession stand October 1, 2025 to April 30, 2026
- i) **Operating Season License Fee** \$7,440.00, plus HST



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And INSERT:

### BASIC TERMS:

- e) **Operating Season** Licensee may conduct business relating to the operation of a concession stand from May 1, 2025 to September 30, 2025 and April 20, 2026 to April 30, 2026
- f) **Non-Operating Season** Licensee may use the Licensed Space for the storage of equipment related to the operation of a concession stand October 1, 2025 to April 19, 2026; and,

II. THAT **APPROVAL BE GIVEN** to enter into a license renewal agreement between The Corporation of the City of Windsor and Kenneth Edward Jones o/a Cooleez Ice Cream Parlour for the exclusive use of the concession located in Reaume Park, in accordance with the following terms:

### BASIC TERMS:

- a) **Licensee** Kenneth Edward Jones  
Operating as Cooleez Ice Cream Parlour
- b) **Commencement Date** May 1, 2026
- c) **Termination Date** April 30, 2027
- d) **Term** One (1) year
- e) **Operating Season** Licensee may conduct business relating to the operation of a concession stand from April 20, 2026 to October 15, 2026
- f) **Non-Operating Season** Licensee may use the Licensed Space for the storage of equipment related to the operation of a concession stand October 16, 2026 to April 30, 2027



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- g) Licensed Premises** Concession, Upper Level at Riverside Drive East  
Reaume Park Part of 4714 Riverside Drive East,  
Windsor
- h) Area of Licensed Space** Concession and storage 250 square feet  
Storage space in shared area (shower and 2 wall  
areas) 100 square feet  
Shared washroom 50 square feet  
**Total Licensed Space: 400 square feet**
- i) Monthly License Fee** \$1,519.25, plus HST, payable on the 1<sup>st</sup> day of each  
month during the Operating Season, to be prorated  
for any partial month if applicable
- j) Security Deposit** None
- k) Land Taxes** Included in license fee
- l) Utilities** Included in license fee
- m) Permitted Use** Concession
- n) 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
- o) Renewal** One (1) year option to renew on the following  
conditions:
- (i) Licensee provides written notice of its intent to  
exercise the renewal option no later than three  
(3) months' prior to the expiration of Agreement;
  - (ii) The City may arbitrarily or unreasonably withhold  
consent to renew, in which case, the option to  
renew is void;



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Any renewal will be on the same terms and conditions herein, save and except the license fee, which will be negotiated and, failing a satisfactory mutual agreement, the option will be void

The term recommended herein represents the amended renewal period

**p) Guarantor**

None

**q) Special Provisions:**

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

The Licensee is responsible for cleaning and maintaining the washroom space within the Licensed Space at its own cost

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 Premises; and,



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

Report Number: CAO 95/2026  
Clerk's File: ACLB/14367

*Anna Ciacelli*

Deputy City Clerk  
May 15, 2026

### Department Distribution

Lease Administrator
Manager of Real Estate Services
City Solicitor
Acting Executive Director, Parks, Recreation & Facilities
Commissioner, Community Services
Manager, Strategic Operating Budget Development & Control
On behalf of Commissioner, Finance / City Treasurer
Chief Administrative Officer