

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

Phone: (519)255-6211

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E-mail: clerks@citywindsor.ca

WEBSITE: www.citywindsor.ca

CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

Report Number: CAO 171/2023

Approved: Wednesday, June 07, 2023

I. THAT **APPROVAL BE GIVEN** to a lease renewal agreement between The Corporation of the City of Windsor and Centre Francophone pour Immigrants de Windsor-Essex for the lease of 1168 Drouillard Road, Unit #9, which is part of the Gino and Liz Marcus Community Complex (North Side), in accordance with the following terms:

BASIC TERMS:

a) Tenant	Centre Francophone pour Immigrants de Windsor-Essex	
b) Leased Premises	1168 Drouillard, Unit #9 Windsor, Ontario N8Y 2R1	
c) Commencement Date	July 1, 2023	
d) Termination Date	June 30, 2024	
e) Area of Leased	Useable Space:	328 square feet
	Common Space:	143 square feet
	Total Rentable Space:	471 square feet
f) Annual Basic Rental	\$4,926.66, plus HST	
g) Monthly Basic Rental	\$ 410.56, plus HST	
h) Security Deposit	None	
i) Land Taxes	Included in gross rent	

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|------------------------|--|
| j) Utilities | Included in gross rent |
| k) Permitted Use | Office / Meeting Space |
| l) Insurance | General Liability Insurance
Minimum Limit \$2,000,000
Tenant's Legal Liability Insurance
Minimum Limit \$300,000 |
| m) Overholding Rental | \$ 821.11 per month, plus HST |
| n) Renewal | Upon mutual consent of Landlord and Tenant, a one (1) year option to renew, on the same terms and conditions contained herein, save and except rent. The term recommended represents the renewal period |
| o) Guarantor | None |
| p) Special Provisions: | With respect to boardroom usage at the Gino and Liz Marcus Community Complex (North Side), Tenant is permitted to use the boardroom for no charge up to eight (8) times per calendar month

Boardroom usage over and above eight (8) times per calendar month will be charged at the rate of \$10.00 per hour up to a maximum of \$50.00 per day

Other than the boardroom, the current fee schedule approved by City Council applies to the rental of each room. Tenant is responsible for confirming rates with staff when booking rentals; and, |

II. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign a Lease Renewal Agreement, to be satisfactory in form to the City Solicitor, in content to the Lease Administrator and the Executive Director of Recreation and Culture, and in financial content to the City Treasurer.



OFFICE OF THE CITY CLERK COUNCIL SERVICES

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Report Number: CAO 171/2023
Clerk's File: APM/14483

Anna Ciacelli

Deputy City Clerk
June 12, 2023

Department Distribution

Title
Manager of Real Estate Services
Commissioner, Legal & Legislative Services
Executive Director, Recreation & Culture
Commissioner, Community Services
On behalf of Commissioner, Corporate Services CFO / City Treasurer
Chief Administrative Officer