

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

**Phone: (519)255-6211**

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## **CAO APPROVAL**

The Acting Chief Administrative Officer approved the following recommendation:

**Report Number: CAO 193/2023**

**Approved: Thursday, July 6, 2023**

I. THAT **APPROVAL BE GIVEN** to a lease renewal agreement between The Corporation of the City of Windsor and Mission d'Evangelisation Modiale pour la Moisson Church to a lease of 1168 Drouillard Road, Units #13 & #21, being part of the Gino & Liz Marcus Community Complex (North Side), in accordance with the following terms:

### **BASIC TERMS:**

**a) Tenant** Mission d'Evangelisation Modiale pour la Moisson Church

**b) Commencement Date** July 1, 2023

**c) Termination Date** June 30, 2024

**d) Leased Premises** 1168 Drouillard Road, Units #13 & #21  
Windsor, Ontario N8Y 2R1

	<b>Unit #13</b>	<b>Unit #21</b>
<b>e) Area of Leased Premises</b>		
Useable Space:	238 sq ft	61 sq ft
Common Space:	103 sq ft	27 sq ft
<b>Total Rentable Space:</b>	<b>341 sq ft</b>	<b>88 sq ft</b>

**Total Combined Rentable Space: 429 sq ft**

**f) Annual Basic Rental** \$4,487.34, plus HST

**g) Monthly Basic Rental** \$ 373.95, plus HST

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<b>h) Security Deposit</b>	None
<b>i) Land Taxes</b>	Included in gross rent
<b>j) Utilities</b>	Included in gross rent
<b>k) Permitted Use</b>	Office / Meeting Space
<b>l) Insurance</b>	General Liability Insurance Minimum Limit \$2,000,000 Tenant's Legal Liability Insurance Minimum Limit \$300,000 The Corporation of the City of Windsor to be listed as an additional insured, include cross liability and 30 days' notice of cancellation
<b>m) Overholding Rental</b>	\$ 747.89, plus HST, per month
<b>n) Renewal</b>	One (1) year option to renew, upon mutual consent, on the same terms and conditions, save and except rent. The term recommended represents the renewal period
<b>o) Guarantor</b>	None
<b>p) Special Provisions:</b>	With respect to boardroom usage at the Gino & Liz Marcus Community Complex (North Side), the Tenant is permitted to use the board room for no charge up to eight (8) times per calendar month  Board room 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. The Tenant is responsible for confirming rates with staff when booking rentals; and,



## OFFICE OF THE CITY CLERK COUNCIL SERVICES

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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.

Report Number: CAO 193/2023  
Clerk's File: APM/14499

*Anna Ciacelli*

Deputy City Clerk  
July 7, 2023

### Department Distribution

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