



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

WEBSITE: www.citywindsor.ca

CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

Report Number: CAO 27/2024
Approved: Friday, March 8, 2024

I. THAT **APPROVAL BE GIVEN** to a license agreement between The Corporation of the City of Windsor and L'Union Culturelle Des Franco-Ontariennes Windsor-Essex et Kent for the exclusive use of Room A at the Constable John Atkinson Memorial Community Centre located at 4270 Alice Street, Windsor, in accordance with the following terms:

BASIC TERMS:

- | | |
|----------------------------------|--|
| a) Licensee | L'Union Culturelle Des Franco-Ontariennes Windsor-Essex et Kent
Attention: Estelle Vaillancourt |
| b) Commencement Date | March 1, 2024 |
| c) Term | One (1) year |
| d) Termination Date | February 28, 2025 |
| e) Licensed Space | 4270 Alice Street, Windsor, Ontario N8Y 2B8
Room A |
| f) Area of Licensed Space | 500 square feet (approximately) |
| g) Annual License Fee | \$5,435.00, plus HST |
| h) Monthly License Fee | \$ 452.92, plus HST |
| i) Security Deposit | None |



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

WEBSITE: www.citywindsor.ca

- | | |
|------------------------|---|
| j) Land Taxes | Not applicable |
| k) Utilities | Included in license fee |
| l) Permitted Use | Office / Workshop / Meeting 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, include cross liability and 30 days' notice of cancellation |
| n) Renewal | A one (1) year option to renew upon mutual consent and on the same terms and conditions, save and except the license fee |
| o) Guarantor | None |
| p) Special Provisions: | None |

and,

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 Executive Director of Recreation & Culture, and in financial content to the City Treasurer.

Report Number: CAO 27/2024
Clerk's File: APM/14708

Anna Ciacelli

Deputy City Clerk / Supervisor of Council Services
March 11, 2024



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

WEBSITE: www.citywindsor.ca

Department Distribution

Lease Administrator
Manager of Real Estate Services
Acting City Solicitor
Acting Commissioner, Corporate Services
Executive Director, Recreation & Culture
Commissioner, Community Services
On behalf of Commissioner, Finance / City Treasurer
Chief Administrative Officer

External Distribution