



## OFFICE OF THE CITY CLERK COUNCIL SERVICES

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### CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

**Report Number: CAO 23/2024**  
**Approved: Tuesday, April 2, 2024**

I. THAT **APPROVAL BE GIVEN** to amend the lease agreement between The Corporation of the City of Windsor and Italian Canadian Handicapable Association as follows:

*Delete Section 18.02 (e) in its entirety:*

“All public user fees received by the Tenant shall be dedicated to the use, operation, maintenance, repair and/or improvement of the Project. All books, records, accounts, ledgers and other financial documentation of the Tenant shall be open to inspection and audit by the Landlord and its representatives. All such financial documentation shall be prepared in accordance with generally accepted accounting principles, and shall be kept within the Facility. The Tenant shall deliver annual audited statements of its financial activities to the Landlord;”

*And replace it with:*

“All public user fees received by the Tenant shall be dedicated to the use, operation, maintenance, repair and/or improvement of the Project. All books, records, accounts, ledgers and other financial documentation of the Tenant shall be open to inspection and audit by the Landlord and its representatives. All such financial documentation shall be prepared in accordance with generally accepted accounting principles, and shall be kept within the Facility. The Tenant shall deliver annual audited statements or undertake an annual review engagement of its financial activities and deliver same to the Landlord. If, at any time, the Landlord determines that the review engagement process is no longer suitable, the Landlord reserves the right to request audited financial statements”; and,



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II. THAT the Chief Administrative Officer and City Clerk **EXECUTE** an Amending Lease Agreement, to be satisfactory in form to the City Solicitor, in content to the Lease Administrator and Executive Director of Recreation and Culture, and in financial content to the City Treasurer.

Report Number: CAO 23/2024  
Clerk's File: APM/14708

*Anna Ciacelli*

Deputy City Clerk / Supervisor of Council Services  
April 3, 2024

### Department Distribution

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

### External Distribution