



# OFFICE OF THE CITY CLERK COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL  
WINDSOR, ONTARIO  
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WEBSITE: [www.citywindsor.ca](http://www.citywindsor.ca)

## CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

**Report Number: CAO 175/2024 RESCINDED**  
**CAO 175/2024 RESCINDED BY CAO 241/2024 ADOPTED November 12, 2024**

**Report Number: CAO 175/2024**  
**Approved: Tuesday, August 20, 2024**

I. THAT the lease agreement between The Corporation of the City of Windsor and Autism Society of Ontario (Windsor-Essex) for 1168 Drouillard Road, Unit #2, as approved under delegation of authority (CAO 6/2024), **BE AMENDED** effective September 1, 2024 as follows:

### DELETE:

**c) Leased Premises** 1168 Drouillard Road, Units #2 & #20  
Windsor, Ontario N8Y 2R1

**f) Area of Leased Premises** **Unit #2**  
Common Space: 253 sq ft  
Usable Space: 583 sq ft

**Unit #20**  
Common Space: 270 sq ft  
Usable Space: 623 sq ft

**TOTAL AREA 1,729 sq ft**

**g) Annual Basic Rent** \$18,085.34, plus HST

**h) Monthly Basic Rent** \$1,507.11, plus HST

**n) Overholding Rental** \$3,014.23 per month, plus HST

And INSERT:



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<b>c) Leased Premises</b>	1168 Drouillard Road, Units #2, #3 & #20 Windsor, Ontario N8Y 2R1
<b>f) Area of Leased Premises</b>	<b>Unit #2</b> Common Space: 253 sq ft Usable Space: 583 sq ft <b>Unit #3</b> Common Space: 140 sq ft Usable Space: 324 sq ft <b>Unit #20</b> Common Space: 270 sq ft Usable Space: 623 sq ft  <b>TOTAL AREA 2,193 sq ft</b>
<b>g) Annual Gross Rent</b>	\$18,505.65, plus HST
<b>h) Monthly Gross Rent from October 1, 2023 to August 31, 2024</b>	\$ 1,507.11, plus HST
<b>Monthly Gross Rent from September 1, 2024 to September 30, 2024</b>	\$ 1,927.42, plus HST

With all other terms and conditions of the current agreement to remain the same and be in full force and effect; and,

II. THAT the Chief Administrative Officer and City Clerk **EXECUTE** a Lease Amendment 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 175/2024  
Clerk's File: APM/14711



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*Anna Ciacelli*

Deputy City Clerk / Supervisor of Council Services  
December 27, 2024

### Department Distribution

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