



OFFICE OF THE CITY CLERK COUNCIL SERVICES

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CITY HALL
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CAO APPROVAL

The Deputy Chief Administrative Officer approved the following recommendation:

Report Number: CAO 33/2026

Approved: Monday, February 23, 2026

I. THAT **APPROVAL BE GIVEN** to enter into a license renewal agreement with the Windsor Athletic Association for exclusive use of space at the Malden Park Yard, off Matchette Road, Windsor, in accordance with the following terms:

BASIC TERMS:

- a) **Licensee** Windsor Athletic Association
- b) **Commencement Date** March 1, 2026
- c) **Term** One (1) year
- d) **Termination Date** February 28, 2027
- e) **Operating Season** Licensee may conduct business relating to the operation of a Baseball Program including a concession stand to support Licensee-run events from May 1, 2026 to October 31, 2026
- f) **Non-Operating Season** Licensee may use the Licensed Space for the storage of equipment related to the operation of a Baseball Program from March 1, 2026 to April 30, 2026 and November 1, 2026 to February 28, 2027
- g) **Licensed Space**

Storage Space	560 square feet
Washroom Space	50 square feet
within Malden Park Yard	
- h) **Area of Licensed Space** 610 square feet



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- i) **Annual License Fee** \$2,440.00 plus HST
- j) **Security Deposit** None
- k) **Land Taxes** Not Applicable
- l) **Utilities** Included in license fee
- m) **Permitted Use** Equipment Storage Space
- n) **Insurance** General Liability Insurance
Minimum Limit \$2,000,000.00
Licensee's Legal Liability Insurance
Minimum Limit \$300,000.00
The Corporation of the City of Windsor to be listed as
additional insured and 30 days' notice of cancellation
- o) **Renewal** One (1) year option to renew on the
following conditions:
 - i. Licensee must provide written notice of its intent
to exercise the renewal option no later than three
(3) months prior to the expiration of the Term of
this Lease;
 - ii. Licenseor may arbitrarily or unreasonably withhold
consent to the renewal, failing which, the option
shall be void;
 - iii. Any renewal shall be on the same terms and
conditions set forth herein, save and except the
License Fee, which will be subject to negotiation
and mutual agreement by the parties within the
thirty (30) day period following the Licensee's
notice of intent to exercise the renewal option. If
the parties cannot reach a mutual agreement on
the License Fee within this thirty (30) day period,
the renewal option shall be void.



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The term recommended herein represents the renewal period

p) Guarantor

None

q) Special Provisions:

Licensee can access the Licensed Space during the regular operational hours of the Park (5:00 am to 11:00 pm), in accordance with City By-law No. 131-2019

Licensee is granted a non-exclusive license through the Park during the Term, strictly for the purpose of accessing the Licensed Space

Licensee is responsible for cleaning and maintaining the washroom space within the Licensed Space at its own cost

Licensee acknowledges its obligations in accordance with City By-law No. 131-2019 and City By-law No. 113-2006, and specifically that it shall not possess, consume, serve or sell alcohol, or engage in smoking any lighted or heated equipment used to smoke or vaporize any tobacco or non-tobacco product, within the Licensed Space; and,

II. THAT the Chief Administrative Officer and City Clerk **EXECUTE** a License Renewal Agreement, to be satisfactory in legal form to the City Solicitor, satisfactory in content to the Lease Administrator and the Executive Director of Parks, Recreation and Facilities, and satisfactory in financial content to the City Treasurer.

Report Number: CAO 33/2026

Clerk's File: APM/15083

Anna Ciacelli

Deputy City Clerk / Supervisor of Council Services
February 25, 2026



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