

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

Phone: (519)255-6211

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 60/2025

Approved: Thursday, April 10, 2025

I. THAT **APPROVAL BE GIVEN** to enter into a license agreement with the Windsor Minor Football Association for exclusive use of space in the building located in Mic Mac Park, Windsor, in accordance with the following terms:

BASIC TERMS:

- | | |
|-----------------------------|------------------------------------|
| a) Licensee | Windsor Minor Football Association |
| b) Commencement Date | April 1, 2025 |
| c) Term | One (1) year |
| d) Termination Date | March 31, 2026 |

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- e) **Operating Season** Licensee may conduct business relating to the operation of a Football Program including a concession stand to support Licensee-run events from May 1, 2025 to November 30, 2025
- f) **Non-Operating Season** Licensee may use the Licensed Space for the storage of equipment related to the operation of a Football Program from April 1, 2025 to April 30, 2025 and December 1, 2025 to March 31, 2026. Licensee further acknowledges that Parks' staff may not conduct regular Parks maintenance, including snow removal during the Non-Operating Season
- g) **Area of Licensed Space** 623.5 square feet
- h) **Annual License Fee** \$1,870.50 plus HST
- i) **Security Deposit** None
- j) **Land Taxes** Not applicable
- k) **Utilities** Included in license fee
- l) **Permitted Use** Equipment Storage 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 and 30 days' notice of cancellation
- n) **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;

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- ii. Licensors may arbitrarily or unreasonably withhold consent to the renewal, failing which, the option shall be void;
- iii. Any renewal will 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.

o) Guarantor

None

p) Special Provisions:

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

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

The 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.

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



OFFICE OF THE CITY CLERK COUNCIL SERVICES

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Report Number: CAO 60/2025
Clerk's File: APM/14908

Anna Ciacelli

Deputy City Clerk / Supervisor of Council Services
April 11, 2025

Department Distribution

Acting Lease Administrator
Manager of Real Estate Services
City Solicitor
Acting Senior Executive Director, Corporate Services
Executive Director, Parks, Recreation and Facilities
Acting Senior Executive Director, Community Services
Commissioner, Community Services
Manager, Strategic Operating Budget Development and Control
Commissioner, Finance / City Treasurer
Chief Administrative Officer