



OFFICE OF THE CITY CLERK COUNCIL SERVICES

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CITY HALL
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CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

Report Number: CAO 220/2024

Approved: Thursday, October 10, 2024

I. THAT **APPROVAL BE GIVEN** for a lease renewal agreement between The Corporation of the City of Windsor and Black Kids In Action Performing Art Group for the lease of 1168 Drouillard Road, Unit #1, which is part of the Gino and Liz Marcus Community Centre (North Side), in accordance with the following terms:

BASIC TERMS:

- | | |
|---|---|
| a) Tenant | Black Kids In Action Performing Art Group |
| b) Tenant's Address | 1168 Drouillard Road, Unit #1
Windsor, Ontario N8Y 2R1 |
| c) Commencement Date | October 1, 2024 |
| d) Termination Date | September 30, 2025 |
| e) Leased Premises | 1168 Drouillard, Unit #1
Windsor, Ontario N8Y 2R1 |
| f) Amended Area of Leased Premises | Usable Space: 512 sq ft
Common Space: 219 sq ft
Total Space: 731 sq ft |
| g) Annual Basic Rent | \$7,945.97 per year, plus HST |
| h) Monthly Basic Rent | \$ 662.16 per month, plus HST |



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- i) **Security Deposit** None
- j) **Land Taxes** Included in gross rent
- k) **Utilities** Included in gross rent
- l) **Permitted Use** Office / Creative Space
- m) **Insurance** General Liability Insurance
Minimum Limit \$5,000,000
Tenant's Legal Liability Insurance
Minimum Limit \$300,000
The Corporation of the City of Windsor to be listed as
an additional insured, include cross liability and 30
days' notice of cancellation
- n) **Renewal** One (1) year option to renew, upon mutual consent,
on the same terms and conditions, save and except
rent. The term recommended represents the renewal
period
- o) **Guarantor** None
- p) **Special Provisions:** With respect to boardroom usage at the Gino and Liz
Marcus Community Complex (North Side), Tenant is
permitted to use the boardroom for no charge up to
eight (8) times per calendar month
- Boardroom usage over and above eight (8) times per
calendar month will be charged at the rate of \$10.00
per hour up to a maximum of \$50.00 per day
- Other than the boardroom, the current fee schedule
approved by City Council applies to the rental of
each room. Tenant is responsible for confirming rates
with staff when booking rentals



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

Report Number: CAO 220/2024
Clerk's File: APM/14711

Anna Ciacelli

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

Department Distribution

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