



## OFFICE OF THE CITY CLERK COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL  
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E-mail: [clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)

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### CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

**Report Number: CAO 30/2026**  
**Approved: Thursday, February 26, 2026**

I. THAT **APPROVAL BE GIVEN** to enter into a license agreement between The Corporation of the City of Windsor and Leamington Lasers Swim Team for the exclusive use of Room 132A – 401 Pitt Street West, Windsor, Ontario, being part of the Windsor International Aquatic and Training Centre in accordance with the following terms:

#### **BASIC TERMS:**

- |                                  |   |
|----------------------------------|---|
| <b>a) Licensee</b>               | Leamington Lasers Swim Team   |
| <b>b) Commencement Date</b>      | March 1, 2026   |
| <b>c) Term</b>                   | One (1) year  |
| <b>d) Termination Date</b>       | February 28, 2027   |
| <b>e) Licensed Premises</b>      | 401 Pitt Street West, Room 132A & Headwall Area<br>North side of Natatorium<br>Windsor, ON N9A 0B2                      |
| <b>f) Area of Licensed Space</b> | Headwall Space 41 square feet<br>Dedicated Storage Space 15 square feet<br><b>Total Licensed Space : 56 square feet</b> |
| <b>g) License Fee</b>            | \$574.14, per year, plus HST  |
| <b>h) Security Deposit</b>       | None  |
| <b>i) Land Taxes</b>             | Not applicable  |



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- j) **Utilities** Included in license fee
- k) **Permitted Use** Storage Space/Equipment install - Aquatic/  
Swimming Club
- l) **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
- m) **Renewal** One (1) year option to renew, upon mutual consent,  
on the same terms and conditions, save and except  
rent.
- n) **Guarantor** None
- o) **Special Provisions:** All maintenance and repair costs for any and all  
equipment and cameras installed by Licensee will be  
at the Licensee's sole cost
- Licensee agrees to indemnify and hold the City  
harmless for any and all claims arising from the  
existence or use of any equipment and cameras  
installed by Licensee
- If the Licensed Space is temporarily required for a  
special event, the Licensor will provide the Licensee  
with twenty-four (24) hours' notice and access to a  
secondary temporary storage space for the duration  
of the event; and,

II. THAT the Chief Administrative Officer and City Clerk **EXECUTE** a License Agreement, to be satisfactory in legal 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.



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Report Number: CAO 30/2026

Clerk's File: APM/15083

*Anna Ciacelli*

Deputy City Clerk / Supervisor of Council Services

February 26, 2026

### Department Distribution

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