



## OFFICE OF THE CITY CLERK COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL  
WINDSOR, ONTARIO  
N9A 6S1

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

WEBSITE: [www.citywindsor.ca](http://www.citywindsor.ca)

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### CAO APPROVAL

The (Acting) Chief Administrative Officer approved the following recommendation:

**Report Number: CAO 96/2024**  
**Approved: Wednesday, May 15, 2024**

I. THAT **APPROVAL BE GIVEN** to amend the license agreement between The Corporation of the City of Windsor and Brenda Jones o/a Cooleez Ice Cream Parlour as follows:

**DELETE:**

**BASIC TERMS:**

a) **Tenant** Brenda Jones o/a Cooleez Ice Cream Parlour

and

**INSERT:**

**BASIC TERMS:**

a) **Tenant** Kenneth Edward Jones  
o/a Cooleez Ice Cream Parlour

p) **Special Provisions** 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 Premises



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II. THAT **APPROVAL BE GIVEN** to renew the license agreement between The Corporation of the City of Windsor and Kenneth Edward Jones o/a Cooleez Ice Cream Parlour for the exclusive use of the concession located in Reaume Park within Coventry Gardens, in accordance with the following terms:

### BASIC TERMS:

- |                                 |  |
|---------------------------------|--|
| a) Licensee                     | Kenneth Edward Jones<br>Operating as Cooleez Ice Cream Parlour   |
| b) Commencement Date            | May 1, 2024  |
| c) Termination Date             | April 30, 2025   |
| d) Term                         | One (1) year   |
| e) Operating Season             | Licensee may conduct business relating to the operation of a concession stand from May 1, 2024 to October 31, 2024                                 |
| f) Non-Operating Season         | Licensee may use the Licensed Space for the storage of equipment related to the operation of a concession stand November 1, 2024 to April 30, 2025 |
| g) Licensed Premises            | Concession, Upper Level at Riverside Drive East<br>Reaume Park within Coventry Gardens<br>Part of 4714 Riverside Drive East, Windsor               |
| h) Area of Licensed Space       | Storage Space: 100 square feet<br>Washroom Space: 250 square feet<br><b>Total Area: 350 square feet</b>  |
| i) Operating Season License Fee | \$7,629.04, plus HST   |



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- j) Monthly License Fee** \$1,271.51, plus HST, payable on the 1<sup>st</sup> day of each month during the Operating Season, commencing May 1, 2024
- k) Security Deposit** None
- l) Land Taxes** Included in license fee
- m) Utilities** Included in license fee
- n) Permitted Use** Concession
- o) Insurance** General Liability Insurance  
Minimum Limit \$5,000,000.00  
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
- p) Renewal** One (1) year option to renew on the following conditions:
- (i) Licensee provides written notice of its intent to exercise the renewal option no later than three (3) months' prior to the expiration of Agreement;
  - (ii) The City may arbitrarily or unreasonably withhold consent to renew, in which case, the option to renew is void;
  - (iii) Any renewal will be on the same terms and conditions herein, save and except the license fee, which will be negotiated and, failing a satisfactory mutual agreement, the option will be void

The term recommended represents the renewal period



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q) Guarantor None

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

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

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 Premises; and,

III. THAT the Chief Administrative Officer and City Clerk **EXECUTE** a License Amending and 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 96/2024  
Clerk's File: APM/14705

*Anna Ciacelli*

Deputy City Clerk / Supervisor of Council Services  
May 16, 2024

### Department Distribution

Lease Administrator
Manager of Real Estate Services
Acting City Solicitor



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Acting Commissioner, Corporate Services
Executive Director, Recreation & Culture
Commissioner, Community Services
Commissioner, Finance / City Treasurer
(Acting) Chief Administrative Officer

External Distribution