

Staff Report

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Report To: General Government Committee

Date of Meeting: November 30, 2020

Report Number: FND-051-20

Submitted By: Trevor Pinn, Director of Financial Services

Reviewed By: Andrew C. Allison, CAO

Resolution#:

File Number:

By-law Number:

Report Subject: John Howard Society – Lease Extension – 132 Church Street

Recommendations:

1. That Report FND-051-20 be received;
2. That approval be granted for the Municipality to extend the lease agreement with the John Howard Society for the existing leased space at 132 Church Street, Bowmanville for the term January 1, 2021 to December 31, 2022 be approved and to authorize the Mayor and the Municipal Clerk to execute the agreement on behalf of the Municipality;
3. That the current annual rent of \$16,248.38 (excluding HST) be adjusted on December 31 of each year by the annual percentage increase in the Consumer Price Index, All Items Ontario, (most current issue) as published by Statistics Canada;
4. That subject to Council approving recommendation #2, the Purchasing Manager in consultation with the Director of Community Services be given the authority to extend the lease agreement for up to two (2) additional one (1) year terms to expire on December 31, 2024; and
5. That all interested parties listed in Report FND-051-20 and any delegations be advised of Council's decision.

Report Overview

To request authorization from Council to extend the existing lease agreement with the John Howard Society which expires on December 31, 2020.

1. Background

- 1.1 The Municipality has an existing lease agreement with the John Howard Society for the premises located at 312 Church Street, Bowmanville, since 1997. The existing lease agreement is for a period of five years and will expire December 31, 2020. The John Howard Society has expressed an interest in extending the lease agreement.

2. Analysis

- 2.1 The John Howard Society is presently paying an annual rent of \$16,248.38 (excluding HST) and the lease has been subject to a yearly increase based on the Consumer Price Index as published by Statistics Canada.
- 2.2 To maintain continuity, staff is requesting an extension for a period of up to four years commencing January 1, 2021 to December 31, 2024.

3. Concurrence

This report has been reviewed by the Director of Community Services who concurs with the recommendations.

4. Conclusion

That the proposed lease extension, in a form acceptable to the Municipal Solicitor, be approved for the current space for the periods as outlined in this report to ensure continuity and to provide the resources, opportunities and solutions to issues facing the citizens of Clarington.

Staff Contact: David Ferguson, Purchasing Manager, 905-623-3379 ext. 2604 or dferguson@clarington.net.

Attachments:

Not Applicable

Interested Parties:

List of Interested Parties available from Department.