



## Staff Report

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**Report To:** General Government Committee

**Date of Meeting:** November 30, 2020

**Report Number:** FND-052-20

**Submitted By:** Trevor Pinn, Director of Financial Services

**Reviewed By:** Andrew C. Allison, CAO

**Resolution#:**

**File Number:**

**By-law Number:**

**Report Subject:** Kendal Community Centre Lease and Sublease Renewal

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### Recommendations:

1. That Report FND-052-20 be received;
2. That approval be granted for the Municipality to renew the head-lease agreement with the Kendal Community Centre in an amount of \$2.00 per year for a five-year period commencing on January 1, 2021 and ending on December 31, 2025;
3. That the Municipality, as head landlord, consent to renew the sublease agreements with the Kendal Lions Club and Paula Sheppard (Kendal Postal Outlet) in a form acceptable to the Municipal Solicitor for use of the facilities at the Kendal Community Centre each in the amount of \$2,400.00 plus HST for a five year period commencing on January 1, 2021 to December 31, 2025 and subject to a yearly rate increase based on the Consumer Price Index, All Items, Ontario (most current issue);
4. That the Mayor and Clerk be authorised to execute the necessary agreements; and
5. That all interested parties listed in Report FND-052-20 and any delegations be advised of Council's decision.

## Report Overview

Renewal of lease agreement with Kendal Community Centre and sublease agreements with the Kendal Lions Club and Kendal Postal Outlet.

### 1. Background

- 1.1 The Municipality has had a lease agreement with the Kendal Community Centre since 2000 for an annual fee of \$2.00 and in 2009 a provision was included in the lease allowing the Kendal Community Association to sublet portions of the hall. A condition of the lease agreement makes provision for the subletting of space by the Kendal Community Association provided it meets the intended use of the facility. Currently there are two subleases in place at Kendal; the Kendal Lions Club and Paula Sheppard (Kendal Postal Outlet).

### 2. Analysis

- 2.1 The existing agreement expires on December 31, 2020. As noted in the recommendation, both the Kendal Lions Club and the Kendal Postal Outlet are paying an annual lease rate of \$2,400. It is proposed that a yearly increase is applied to their existing rent based on the Consumer Price Index, All Items, Ontario (most recent issue). The Kendal Community Association has agreed to these terms.

### 3. Financial/Budget Funding

- 3.1 The financial implication of this lease and the sublease are not significant. The lease payment of the Kendal Community Centre lease is the required \$2.00 per year and the revenue from the subleases go directly to Kendal Community Association and is used to offset the operating cost of the facility.

### 4. Concurrence

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

## 5. Conclusion

It is respectfully recommended that approval be granted for the Municipality to renew the lease agreement with the Kendal Community Centre and to consent to renew the sublease agreements with the Lions Club and Paula Sheppard (Kendal Postal Outlet) in a form acceptable to the Municipal Solicitor.

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Staff Contact: David Ferguson, Purchasing Manager, 905-623-3379 ext. 2209 or [dferguson@clarigton.net](mailto:dferguson@clarigton.net).

Attachments:

Not Applicable

Interested Parties:

List of Interested Parties available from Department.