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Report To: General Government Committee

Date of Meeting: September 9, 2024 **Report Number:** FSD-035-24

Authored by: Mandy Chong, Manager, Procurement

Submitted By: Trevor Pinn, Deputy CAO/Treasurer, Finance and Technology

Reviewed By: Mary-Anne Dempster, CAO

By-law Number: **Resolution Number:**

File Number:

Report Subject: Autism Home Base Durham Lease Extension – 132 Church Street

Recommendations:

1. That Report FSD-035-24, and any related delegations or communication items, be received;
2. That approval be granted to extend the lease to the Autism Home Base, office space located on the second floor of 132 Church Street for a period of five years beginning January 1, 2025 and expiring December 31, 2029 and subject to the terms of the existing lease agreement dated January 1, 2020 including a yearly rent increase based on the Consumer Price Index, All Items Ontario, as published by Statistics Canada;
3. That the Mayor and Municipal Clerk be authorised to execute the lease agreements on behalf of the Municipality; and
4. That all interested parties listed in Report FSD-035-24 and any delegations be advised of Council's decision.

Report Overview

Request approval to extend the existing lease of office space on the second floor of 132 Church Street, Bowmanville to the Autism Home Base Durham expiring December 31, 2024 for a 5 year term

1. Background

- 1.1 The Autism Home Base Durham (AHB), a non-profit organization was formed in 2012 with a focus on helping adults with autism live active lives by creating opportunities, discovering new interests, and being engaged in the community. AHB is governed by a volunteer board of community leaders and professionals and serves 160 members across Durham region and Peterborough.
- 1.2 In November 2019, Council approved Resolution #GG-499-19 that report COD-055-19 be received and granted to lease to the Autism Home Base the office space located on the second floor of 132 Church Street for a period of three years beginning January 1, 2020, with the option to extend for two additional one-year terms to expire on December 31, 2024.
- 1.3 In keeping with the terms of the lease agreement, the AHB has expressed an interest and agreed to an extension of the current lease agreement for an additional 5 years commencing January 1, 2025 to December 31, 2029.
- 1.4 AHB utilizes this space for office and program space to more deeply serve families in Clarington by offering a family drop-in with access to resource lending library; networking events and peer knowledge exchange; live and virtual information sessions (employment, housing, estate planning, life skills); family-led visioning and action committees; volunteer orientation and training events; sensory-sensitive & adapted social and recreational activities; board, staff and community stakeholder meetings.
- 1.5 It should be noted that the John Howard Society is presently occupying the lower level and sections of the first and second floor at 132 Church Street.
- 1.6 The office space is approximately 3968 sq. ft. with a current annual rent of \$15,872.44 excluding HST or \$1,322.70 per month. The 2025 annual rent and subsequent years would be subject to an increase based on the Consumer Price Index for All Items Ontario, as published by Statistics Canada in the immediately preceding December.

2. Financial Considerations

- 2.1 Extension of the lease provides a non-tax revenue source to the Municipality for the next five years

3. Strategic Plan

Not Applicable.

4. Concurrence

This report has been reviewed by the Deputy CAO, Public Services who concurs with the recommendations.

5. Conclusion

It is respectfully recommended that approval be granted for the extension of the lease agreement with the Autism Home Base for office space and at the price per sq. ft. noted above.

Staff Contact: Mandy Chong, Manager, Procurement, 905-623-3379 ext. 2209 or
mchong@clarington.net.

Attachments:

Not Applicable

Interested Parties:

The following interested parties will be notified of Council's decision:

Autism Home Base Durham