



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
(519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

Date: September 5, 2018
To: Mayor and Council
Author: Peggy Van Mierlo-West, CAO
RE: BIA Lease Agreement
Report No.: CAO 2018 - 09

AIM

To provide Council with an amended lease agreement between the Town of Kingsville and the Kingsville Business Improvement Association.

BACKGROUND

The Kingsville Business Improvement Association (BIA) currently leases the Carnegie Centre located at 28 Division Street S. Recently the BIA requested to amend this three agreement. They proposed to relocate to the basement of the building.

The BIA plays an integral role in the revitalization of the of the downtown core and providing an office/meeting space for the Board and its Coordinator is essential to maintaining the BIA purpose of revitalizing and maintaining the downtown core, and promoting the area as a business and shopping destination.

DISCUSSION

The current rate for the lease is \$506.76 per month. Other incidentals such as internet, photocopier and telephone are paid by the BIA.

The attached amended agreement was reviewed by the BIA Board and approved in principle pending Council's review of the document.

The attached agreement includes changes such as:

- The BIA will have full use of the downstairs area
- Common areas have been defined as hallways, kitchen area, storage, elevator and washrooms
- A list of furnishings that the BIA own and are willing to loan the Town during the term of this agreement
- Cleaning of the Carnegie will now be the responsibility of the Town
- The proposed cost of leasing the basement is \$289.14 per month with a 2% annual increase

Public washrooms will remain open to the public, Monday – Saturday (September – June), and Sunday to Saturday (June – September).

LINK TO STRATEGIC PLAN

Promote the betterment, self-image and attitude of the community.

FINANCIAL CONSIDERATIONS

There will be a decrease revenue of approximately \$2,611.46 in the 2019 operational budget.

CONSULTATIONS

BIA Board Members
Director of Corporate Services

RECOMMENDATION

That the amended agreement between the Town of Kingsville and the Kingsville Business Improvement Association be approved

And that the Mayor and Clerk be directed to sign the agreement

Peggy Van Mierlo-West

Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer