



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

Date: March 23, 2020

To: Mayor and Council

Author: Roberta Baines, Deputy Clerk – Administrative Services

RE: Lease Extension Agreement

Report No.: CS-2020-04

AIM

To provide Council with a recommendation to extend the Lease Agreement for 116 County Road 34 West, Cottam with the landlords for its continued use as the Ontario Provincial Police (O.P.P.) satellite office.

BACKGROUND

The property at 116 County Road 34 West, Cottam is an older detached building. The Kingsville O.P.P. Detachment has leased the premises since 2001 as a satellite police station. Council approved the original lease agreement (By-law 20-2001) on January 29, 2001 with Steven and John Ivanisko. The most current lease agreement in place was approved in 2011 for an additional 3-year extension (attached as Appendix 'A').

By-law 3-2011 authorized the lease extension for a 3-year term with monthly rent of \$500.00, inclusive of all applicable taxes, utilities and all other terms and conditions as contained in the original lease agreement, effective January 1, 2011 through December 31, 2014. In the absence of a renewed written agreement, the lease continued on a month-to-month basis.

DISCUSSION

John and Michelle Ivanisko are the current owners of the subject property. Title changed in July 2013. In April 2017, the monthly rent was increased from \$500 to \$600 including H.S.T. and utilities. No written agreement was located to document this increase.

In a recent discussion with the landlords they have agreed to not increase the rent at this time. In an effort to have matters properly documented for our records, attached is the

proposed Lease Extension Agreement (Appendix 'B') for a 21-month term effective April 1, 2020 to December 31, 2021.

The Police Services Board and the O.P.P. recommended continuing the lease of the property at 116 County Road 34 West, Cottam for the purposes of a satellite O.P.P. office for the Kingsville Detachment.

The agreement proposes continuing with monthly payments of \$600, inclusive of H.S.T. and utilities for the 21-month term. All other terms and conditions contained in the original agreement would be maintained. The lease has been set to expire the same time as the agreement for the provision of police services. This will provide an opportunity to reevaluate the terms of the lease agreement.

LINK TO STRATEGIC PLAN

There is no link to the Strategic Plan.

FINANCIAL CONSIDERATIONS

The rental cost of the lease is reflected in the Police Services Board Operating Budget.

CONSULTATIONS

Police Services Board
O.P.P.

RECOMMENDATION

That Council approves the lease extension agreement between John and Michelle Ivanisko and The Corporation of the Town of Kingsville for 116 County Road 34 West, Cottam, Ontario, and authorize the Mayor and Clerk to execute said agreement, and adopt By-law 33-2020.

Roberta Baines

Roberta Baines, BA
Deputy Clerk, Administrative Services

Jennifer Astrologo

Jennifer Astrologo, B.H.K. (Hons), LL.B.
Director of Corporate Services/Clerk