



Report to Council

Department: Community Services
Division: Community Services
Date: July 6, 2020
Prepared by: Doug Sweet, Director of Community Services
Report Number: Community Services-2020-03
Subject: CS-2020-LIFE lease of Kinsmen Fieldhouse
Number of Pages: 5

Recommendation(s)

The following three recommendations are provided for Council's consideration:

1. That Community Services Report 2020-007 entitled "Learning in Friendship and Equality (LIFE) Lease of Kinsmen Fieldhouse" **be received**; and
2. That Council **approve** entering into an agreement with Learning in Friendship and Equality (LIFE) for leased space at the Kinsmen Fieldhouse located at 50 Fairview Avenue West in Essex Centre for one year commencing on the first day of August, 2020 and concluding on July 31, 2021 with an option to renew for an additional two years beginning on August 1, 2021 subject to the general terms and conditions as outlined in By-Law 1927; and further
3. That Bylaw 1927 **receives** First, Second, Third readings at the July 6, 2020 Council meeting.

Purpose

To obtain Council approval to enter into an agreement with Learning in Friendship and Equality (LIFE) to lease space at the Kinsmen Fieldhouse located at 50 Fairview Avenue West in Essex Centre for their day program offering individuals with intellectual disabilities to learn life skills.

Background and Discussion

The Town of Essex owns the facility known as the Kinsmen Fieldhouse located at 50 Fairview Avenue West in Essex Centre and the facility has been used as rental space over the years. Previously, the facility space was leased to a fitness organization who utilized the space until 2019 when they ended their lease with the Town. Town Administration posted a public notice of a Request for Interest for any organizations who may be interested in leasing this space. The Town received 3 submissions– a sport organization, the LIFE organization and a private business. The Town developed a committee to review the submissions which consisted of the Director of Community Services, the Manager of Parks and Facilities, the Manager of Recreation and Culture and the Assistant Manager of Businesses Services. Prior to reviewing all submissions the sport organization withdrew their submission as they were no longer interested in potentially leasing the space.

After reviewing the submissions, the committee is recommending the Learning in Friendship and Equality (LIFE) applicant be offered to lease exclusive space at the Kinsmen Fieldhouse as per Appendix "A". The LIFE program is a day program that offers individuals that have intellectual challenges to learn life skills. The program would run Monday to Friday from 9:00 am to 2:00 pm and offer many activities including:

- Daily personal hygiene skills;
- Daily life skills development;
- Occasional recreational and leisure outings;
- Weekly community access;

- Weekly pre-vocational activities;
- Weekly vocational activities; and
- Cause and effect activities, including computer and other accessible technology.

The LIFE organizer has been working with the local Small Business Bureau on developing their business plan and would be ready to begin to offer the program in the fall of 2020 pending current COVID-19 restrictions.

The LIFE organization would like to enter into a one year lease agreement with the Town of Essex for exclusive space within the Kinsmen Fieldhouse and have an option to renew for another two years depending on the success of their program.

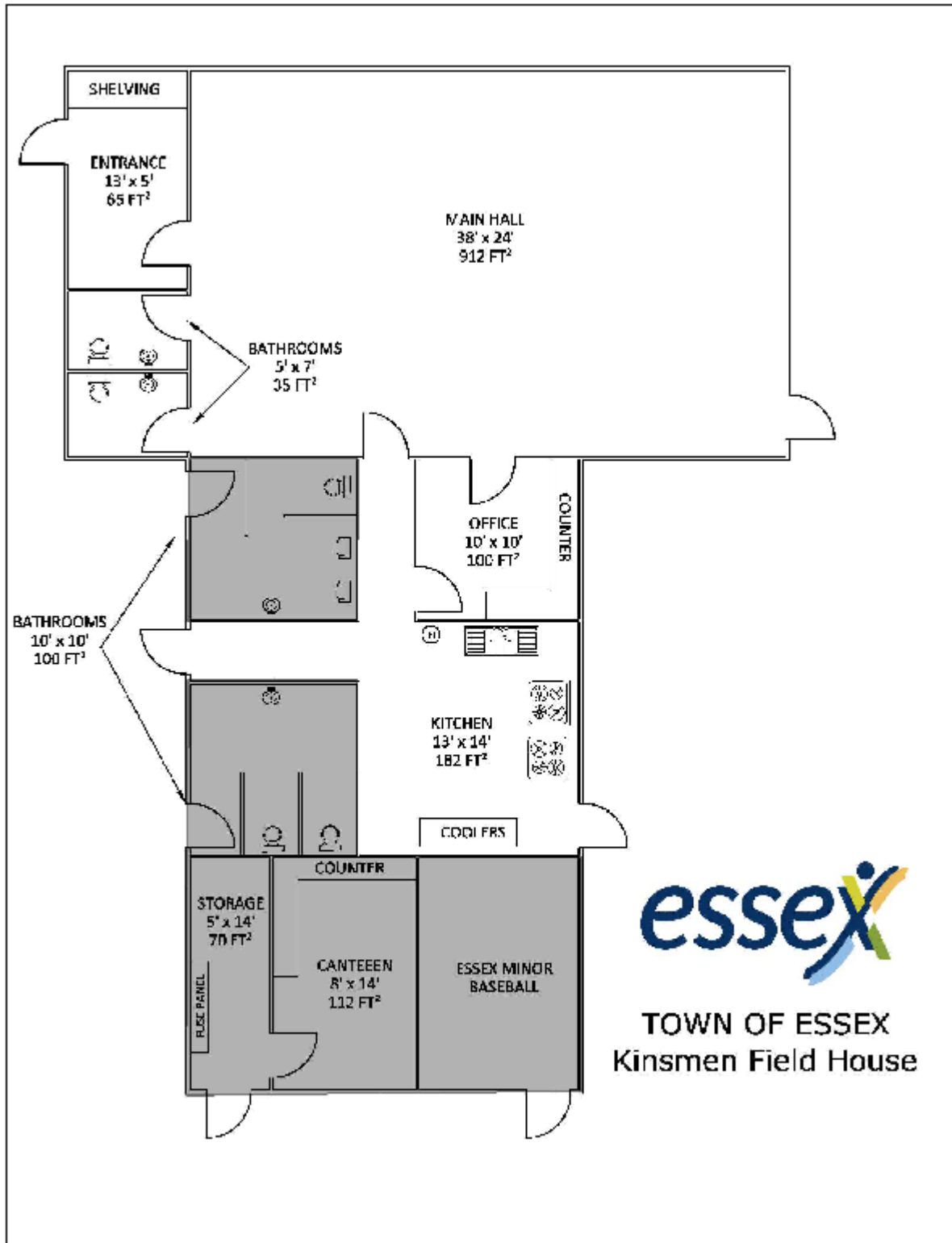
Financial Impact

The lease will require the Tenant pay an annual rate of \$5,424 including harmonized sales tax for a monthly total of \$452 including harmonized sales tax which is comparable to all other Town leased properties. It is recommended for the lease agreement that the Consumer Price Index (CPI) be incorporated into the annual rate as of July 1st prior to the the new annual term beginning.

The Tenant shall also be required to provide monthly rental payments in the form of twelve post-dated cheques based on the recommended renewed rental amount as provided above at the time of entering into this Lease Agreement.

Consultations

Appendix "A" – Kinsmen Fieldhouse Leased Property



Link to Strategic Priorities

- Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.

Report Approval Details

Document Title:	CS-2020-LIFE lease of Kinsmen Fieldhouse - Community Services-2020-03.docx
Attachments:	- By Law 1927 Lease of Kinsmen Fieldhouse to LIFE 2020.docx
Final Approval Date:	Jun 30, 2020

This report and all of its attachments were approved and signed as outlined below:

No Signature found

**Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk - Jun 30, 2020
- 9:27 AM**

No Signature found

Jeffrey Morrison, Director, Corporate Services/Treasurer - Jun 30, 2020 - 9:30 AM

No Signature - Task assigned to Chris Nepszy, Chief Administrative Officer was completed by workflow administrator Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk

Chris Nepszy, Chief Administrative Officer - Jun 30, 2020 - 9:30 AM