

COMMITTEE OF THE WHOLE – MARCH 3, 2008

HOSPICE THORNHILL LEASE AGREEMENT FOR CHARLTON HOUSE

Recommendation

The Commissioner of Community Services, in consultation with the Administration and Planning Manager and Buildings Manager recommends:

1. That Council authorize the execution of a lease agreement with Hospice Thornhill for use of the Charlton House located at 220 Charlton Avenue, Thornhill; and,
2. That a by-law be enacted authorizing the execution of any necessary documents.

Economic Impact

During each year of the three (3) year lease, the City will receive Seven Thousand, Eight Hundred Dollars (\$7,800.00) in rental revenue.

Communications Plan

Staff have communicated with the Legal Department and Hospice Thornhill board members regarding the associated terms and conditions relating to the Charlton House lease agreement.

Purpose

The purpose of this report is to obtain Council's authorization to execute a lease agreement between the City of Vaughan and Hospice Thornhill for the use of the Charlton House for a period of three (3) years with an option to renew for two (2) one (1) year terms.

Background - Analysis and Options

On November 12, 2007, Council directed staff to enter into discussions with Hospice Thornhill regarding a lease agreement for the Charlton House, and report back to a future Committee of the Whole.

Hospice Thornhill is a not-for-profit organization, serving the Thornhill/Concord communities. Over the past several months, the organization has been looking for an office and program space within the Ward 4 and Ward 5 areas. Following discussions with Community Services staff and the local Councillor, Hospice Thornhill has determined that the space best suited for their needs is the Charlton House.

Recreation and Culture and Building and Facilities staff have consulted with the Legal Department and Hospice Thornhill regarding the necessary terms of the lease, and the group is in agreement with the terms, which include, but are not limited to, the following:

The Lessee will be required to:

- pay the City a monthly rental fee in the total amount of Six Hundred and Fifty Dollars (\$650.00) per month which will include utility costs of heat, water, electricity, and the security system;
- pay all telecommunications expenses, including, but not limited to, cable, telephone, and computer costs;

- pay the cost of any alterations, additions, installations or lease hold improvements that any governing authority, provincial or otherwise, may require to be made, at the discretion of the City;
- maintain accessibility of the facility parking lot; and,
- obtain five million dollar liability insurance with the City named as insured.

The City will be required to:

- oversee general property maintenance, including, but not limited to, gardening and snow removal; and,
- oversee garbage removal and twice weekly janitorial services.

The Recreation and Culture and Building and Facilities Departments are therefore seeking Council's authorization to execute a formal lease agreement with Hospice Thornhill for use of the Charlton House for a period of three (3) years with an option to renew for two (2) one (1) year terms.

Relationship to Vaughan Vision 2020

This report is consistent with the strategic objectives set out in Vaughan Vision 2020 to:

- Enhance and ensure community safety, health and wellness and to
- Maintain assets and infrastructure.

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

Regional Implications

There are no regional implications associated with this report.

Conclusion

Council approval is being sought to authorize the execution of a formal lease agreement with Hospice Thornhill for use of the Charlton House, subject to the terms and conditions contained in the lease agreement as well as enacting a by-law authorizing the execution of any necessary documents.

Attachments

None.

Report Prepared By

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Respectfully submitted,

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Commissioner of Community Services