

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number RS2018-030**

---

**Date:** December 11, 2018

**Time:** 2:00 p.m.

**Place:** Council Chambers

---

**Ward Community Identifier:** 13

**Title:** Proposed 2019 Lease Agreement between Dunsford Community Centre Inc. and the City of Kawartha Lakes (26 Community Centre Road, Dunsford)

**Author and Title:** Laura Carnochan, Law Clerk – Realty Services

---

### **Recommendation(s):**

**That** Report RS2018-030, **Proposed 2019 Lease Agreement between Dunsford Community Centre Inc. and the City of Kawartha Lakes (26 Community Centre Road, Dunsford)**, be received;

**That** the Mayor and Clerk be authorized to execute the Lease Agreement attached as Appendix B on behalf of the Corporation of the City of Kawartha Lakes, being a Lease Agreement with Dunsford Community Centre Inc. for the purpose of leasing space for the Dunsford Library for a one year term.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

The Corporation of the City of Kawartha Lakes has been leasing space from Dunsford Community Centre Inc. since 2016. The current Lease Agreement (attached as Appendix A) will expire on December 31, 2018.

The space rented by the City consists of 1,237 square feet of occupied space, including washrooms solely used by the library staff and patrons.

The Dunsford Library is open three days each week, operating a total of 12 hours per week.

With the current Lease Agreement due to expire on December 31, 2018, Staff have negotiated a new Lease Agreement with the same terms for this space, save and except the amount of yearly rent, which will increase by 2% over the 2018 rate.

The proposed Lease Agreement was discussed by the Library Board at their meeting on October 4, 2018 and it was the recommendation of the Board that the Lease be renewed for a one year term at no more than a 2% rental increase.

The purpose of this report is to provide Council with an opportunity to consider the terms of the proposed Lease Agreement and for Council to provide direction required to execute this Agreement. The proposed Lease Agreement is attached as Appendix B.

Appendix C is a general location map and Appendix D is a photo of the Dunsford Community Centre.

## **Rationale:**

The annual cost of the proposed Lease is \$20,536.28. This is an increase of \$335.56, or 2%, from the 2018 rate. This increase was approved by the Library Board at their meeting on October 4, 2018.

## **Other Alternatives Considered:**

Council could direct that the Lease Agreement not be renewed. This is not recommended in this circumstance as the Library has not identified an alternative space at this time.

## **Financial/Operation Impacts:**

The cost of the Lease for the Dunsford Library space will increase by \$335.56 from 2018. This increase has been approved by the Library Board.

## **Relationship of Recommendation(s) To the 2016-2019 Strategic Plan:**

The recommendation in this report aligns with the strategic goal of an exceptional quality of life and with the strategic enabler of municipal service excellence.

## **Consultations:**

Director of Community Services  
Library Director/CEO

## **Attachments:**

Appendix A – Current Lease Agreement for Dunsford Library (Expiry 2018-12-31)



Appendix A - Current  
Lease Agreement for

Appendix B – Proposed Lease Agreement for Dunsford Library (Expiry 2019-12-31)



Appendix B -  
Proposed Lease Agre

## Appendix C – General Location Map



Appendix C - General  
Location Map.pdf

## Appendix D – Photo of Dunsford Community Centre



Appendix D -  
Photo.pdf

**Department Head E-Mail:** [rcarlson@kawarthalakes.ca](mailto:rcarlson@kawarthalakes.ca)

**Department Head:** Robyn Carlson

**Department File:** L17-18-RS182