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**Subject:** Extension of Lease Agreement at 350 Ontario Street in St. Catharines

**Report To:** Public Health and Social Services Committee

**Report date:** Tuesday, April 9, 2024

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## **Recommendations**

1. That Community Services **BE APPROVED** to exercise its option to extend the existing short term Lease Agreement at 350 Ontario Street, St. Catharines from April 1, 2024 to April 1, 2025;
2. That the Commissioner of Community Services **BE AUTHORIZED** to execute the required notice to extend the term of the Lease Agreement and such other ancillary documents as negotiated by Real Estate services in a form satisfactory to the Director, Legal and Court Services, in order to complete the extension; and
3. That Real Estate services **BE DIRECTED** to complete the negotiations of the lease agreement extension and obtain Council approval through Corporate Services Committee.

## **Key Facts**

- Seniors Services entered into a short-term Lease Agreement (“Agreement”), starting May 1, 2021, to ensure business continuity of the Seniors Community Programs Adult Day Program throughout the period of construction at the Linhaven campus.
- The landlord of the property at 350 Ontario Street, St. Catharines, is amenable to a contract extension.
- The purpose of this report is to seek Council’s approval for Community Services to exercise the option to extend the existing Lease Agreement for a one (1) year period from April 1, 2024 to April 30, 2025 (“Extension Term”) to operate the Community Programs Adult Day Program in St. Catharines.
- The Adult Day Program will transition to the Community Hub at the Linhaven campus upon completion of the redevelopment project at 403 Ontario Street.

## **Financial Considerations**

The Seniors Community Programs Adult Day Program is funded by Ontario Health West and program user fees, with no levy contribution. This funding will cover the cost of the lease agreement extension term, therefore there are no levy implications.

## **Analysis**

Seniors Services is currently in the process of completion of two redevelopment projects. The construction work has had some impact on access to existing services including the Adult Day Program space at Linhaven. To ensure business continuity and the safety of clients coming into the program, the Adult Day Program was transitioned into an off-site location at the onset of construction. With the completion of the construction project, the Adult Day Program will transition to the new Community Hub, co-located within the new Linhaven facility.

Seniors Services worked in collaboration with Corporate Services, Real Estate, to identify appropriate temporary space for the duration of the construction period. To support business continuity for the full duration of the project (including related parking lot work) the term of the Lease Agreement needs to be extended.

The landlord at the site location is amenable to a lease agreement extension. The lease agreement includes an opportunity to terminate the Agreement in the event that Adult Day Program can transition into the Community Hub sooner than expected.

The cost of the Term Extension can be accommodated through current funding by Ontario Health West, within the approved 2024 budget.

## **Alternatives Reviewed**

Seniors Services, in collaboration with Real Estate explored a range of potential space options. The current location was deemed most appropriate given accessibility, close proximity to Linhaven, availability of space for the time frame it was required, program continuity and cost of space.

## **Relationship to Council Strategic Priorities**

Council Strategic Priority: Effective Region

Objective 1.3 Deliver fiscally responsible and sustainable core services.

## Other Pertinent Reports

- Public Health and Social Services Presentation, Long-Term Care Redevelopment, June 6, 2023

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### Recommended by:

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Commissioner  
Community Services

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### Submitted by:

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Chief Administrative Officer

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