



Community Services *Staff Report*

REPORT NO: CS-2024-06

TO: Council

SUBMITTED BY: Chris Catania, Director of Community Services

PREPARED BY: Chris Catania, Director of Community Services

REVIEWED BY: Sharon Chambers, Chief Administrative Officer

DATE: April 8, 2024

SUBJECT: Renewal of Lease Agreement with Wilmot Heritage Fire Brigades

RECOMMENDATION:

THAT Report CS-2024-06, Renewal of Lease Agreement with Wilmot Heritage Fire Brigades be received for information; and

THAT the Mayor and Clerk be authorized to execute an agreement with the Wilmot Heritage Fire Brigades based on the Terms of Reference for the provision of renewed lease at 10 Bell Drive, Baden.

SUMMARY:

This report recommends entering into an agreement with the Wilmot Heritage Fire Brigades for the renewal of lease agreement, for a five (5) year term at 10 Bell Drive, Baden.

BACKGROUND:

The Township of Wilmot and the Wilmot Heritage Fire Brigades initially entered into an agreement on January 26, 2009, with subsequent renewals on July 1, 2014 and July 1, 2019 on the lease of the municipally owned facility located at 10 Bell Drive, Baden. This facility is used to store and present a collection of antique fire fighting vehicles and equipment. The current lease will expire on June 30, 2024.

REPORT:

The Wilmot Heritage Fire Brigades is a volunteer based, not for profit organization that formed in 1995 by former Baden Firefighters to preserve Wilmot's Fire department history. Over the years, the Township has donated various fire related items that include a steam pumper, trucks, equipment, and small artifacts. Furthermore, the Wilmot Heritage Fire Brigades have made various lease-hold improvements that included installation of a concrete floor for the building, retrofit of LED lights, installation of a gas furnace, roofing, siding and painting.

The Wilmot Heritage Fire Brigades participate in every Wilmot Heritage Day. They also provide joint programming with Castle Kilbride for various displays and at events such as the summer event series. Besides having free admission to their museum, the Wilmot Heritage Fire Brigades have participated in Canada Day celebrations as well as provincial displays at Queens Park.

Agreeable Terms of Reference

Agreeable terms of reference for a renewal of lease agreement with the Wilmot Heritage Fire Brigades. This includes:

- Five (5) year Term beginning July 1, 2024.
- Wilmot Heritage Fire Brigade to pay One (\$1.00) Dollar per year.
- Wilmot Heritage Fire Brigades to maintain the premises in a state of cleanliness.
- Wilmot Heritage Fire Brigades to maintain the premises in a state of repair and fit for occupancy.
- Wilmot Heritage Fire Brigades to incur any costs associated with damage to building, lands or equipment belonging to the Township.
- Wilmot Heritage Fire Brigades responsible for utilities.
- Wilmot Heritage Fire Brigades to operate according to all applicable legislation.
- Wilmot Heritage Fire Brigades to maintain independently general liability insurance, Owned and non-owned automobile liability insurance and Tenant's legal liability satisfactory of the Township.

This draft agreement with the Wilmot Heritage Fire Brigades has been reviewed by the Waterloo Region Municipalities Insurance Pool to reflect current liability insurance requirements and is also satisfactory to the Municipal Solicitor. The Secretary/Treasurer of the Wilmot Heritage Fire Brigades has subsequently reviewed the draft agreement and has advised that the organization is satisfied with the agreement.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

The information contained within this report align with the Strategic Plan goals of:

- Quality of Life through Arts, Culture, Heritage
- Community Engagement through Support for Community Groups, Volunteers, Youth

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

N/A