



Administrative Report

Office of the Director of Financial Services/Treasurer

To: Warden McNamara and Members of County Council

**From: Sandra Zwiers
Director of Financial Services/Treasurer**

Date: Wednesday, April 17, 2019

Subject: EMS Lease – LaSalle Station

Report #: 2019-0417-FIN-R008-SZ

Purpose

To recommend the County of Essex enter into a lease agreement to formalize the existing and future tenancy of EWEMS operations in the Town of LaSalle.

Background

EWEMS conducts its operations from stations throughout the County of Essex and the City of Windsor. Stations in Leamington, Lakeshore, Harrow, Tecumseh, Amherstburg, Jefferson, Dougall and Mercer are all owned facilities. Stations in Kingsville, Essex and LaSalle are rented facilities.

Formalized lease agreements currently exist to establish renting terms and conditions in Kingsville and Essex. Rental terms and conditions have been mutually maintained in LaSalle on a without contract basis. It is recommended that the existing terms and conditions be formalized in an agreement to maintain transparency and consistency.

Discussion

Members of the Administrative teams of the County of Essex, EWEMS and the Town of LaSalle worked to establish a draft lease agreement based on existing service level terms and conditions. The leases in place with the

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Town of Kingsville and the Town of Essex were used as the starting point for drafting the lease agreement with the Town of LaSalle.

The LaSalle EMS Station was constructed and operational in June 2013. The rental rate has remained constant since 2013 with only nominal increases to fees associated with utility costs. A review of the rental rates was requested by LaSalle Administration in 2018 in order to address cost increases since 2013.

In place of annually negotiating rental rates, the draft lease agreement sets out rental rates for a 5 year period starting in 2019 and ending in 2023. Rates are proposed to increase annually at 1.5% to approximate inflationary impacts.

Financial Implications

The 2019 EWEMS Budget includes sufficient funds to accommodate the proposed increase in 2019 rental rates at the LaSalle Station as set out in the draft lease agreement.

Recommendation

That County Council authorize the Warden and the Clerk to execute an Emergency Medical Services Station Lease with the Town of LaSalle for the period from January 1, 2019 to December 31, 2023.

Respectfully Submitted

Sandra Zwiers

Originally Signed by

Sandra Zwiers, Director of Financial Services/Treasurer

Concurred With,

Robert Maisonville

Originally Signed by

Robert Maisonville, Chief Administrative Officer

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Appendix No.	Title of Appendix
A	Emergency Medical Services Station Lease – LaSalle