

	THE CORPORATION OF THE TOWN OF COBOURG
	Canadian Fire Fighters Museum Memorial Arena Meeting Meeting Notes
	Tuesday January 23, 2024 2:00 PM Memorial Arena

1. Joint Development of Building Envelope Definition - Michelle

Building envelope includes the walls, roof, doors, windows, foundations and beams.

Tenant is responsible for inside and Town is responsible for the outside.
 The tenant is also responsible to contribute financially to grass cutting and snow ploughing.
 Sprinkler System is CFFM's responsibility. Will advised they are waiting for a quote.

New vehicle entrance could double as the entrance and they could landscape the current front entrance. This is a low-cost way of getting the Museum started.

2. Exit Provision – Michelle

One year preferred.

3. Review of Lease – Michelle

CFFM would like to get the lease signed as soon as possible.

Director Geerts will draft a new lease and forward to CFFM for review.
 He will note that use of premise shall be used exclusively by the CFFM and its ancillary activities.
 21 Years less a day.
 Include Schedule A – Premise list.

Insurance

Outside – Town

Inside – CFFM

There is a \$1.7 million gap between the insured value of the building and Tenants legal liability. The building is insured at \$6.7 million. Lease language will address insurance items more clearly.

Lease Termination

1 year notice preferred

Timelines

CFFM is presenting to Council on January 31.

Lease might have to be signed by March 5 in order to apply for grant. Michelle is attending a grant information session on January 28, and she will clarify what information is required.

Director Geerts will have the staff verbal response ready for January 31. Report will go to the Community Services, Protection and Economic Development Standing Committee on February 7 and then Council on February 28 recommending approval of the negotiated lease.

CFFM will write a resolution and get it approved by the CFFM board for Director Geerts to attach to staff report.

4. General Discussion - All