



**Non-Binding  
Letter of Intent to Lease  
Date: April 20<sup>th</sup>, 2021**

This Non-Binding Letter of Intent to Lease is intended to set out the basic terms and conditions discussed between the Corporation of the Town of South Bruce Peninsula (“**Town**”), as proposed Landlord and owner of the property, and The Corporation of the County of Bruce (“**County**”), as proposed Tenant, for a future lease agreement between the parties with respect to the leasing by the County’s Paramedic Services of the proposed addition that is to be constructed by the Town at its cost, to the building located at 21 Sauble Falls Parkway referred to as the “Sauble Beach Fire Hall” (“**Property**”).

This Document does not create a binding agreement between the Town and County and will not be enforceable. Only the lease, duly executed by the parties referred to herein, will be enforceable.

The basic terms and conditions contained herein are not comprehensive and it is expected that additional terms may be added to any lease. It is also understood that any lease will be required to be mutually acceptable by each of the Parties, with the expectation that any lease will be signed before any building occupancy of the newly constructed addition of the Sauble Beach Fire Hall.

**The Property & Proposed Use:** The property that is subject to this Document is a space of approximately 2000 square feet which will include an ambulance bay, offices (x3), lounge, utility room, supply room, shared use of washrooms/showers (to be renovated) and Kitchen facilities in the current existing Sauble Beach Fire Hall, as well as three designated parking spaces on the Property. The ambulance bay addition is to be built to the specifications approved by the County and located on the Property. The Town’s consultant team will work with County staff through all phases of design. (Note: actual size and configuration to be determined as part of final design).

**Town of South Bruce Peninsula Commitment:** The Town, following the design, engineering and architectural study as approved by the Town, shall construct a space of approximately 2000 square feet with the interior design and specifications to be approved by the County, at the Town’s cost. The County shall be provided with the preliminary set of plans and specifications for approval. The County shall have thirty (30) business days following receipt thereof to approve, modify, or reject said plans and specifications. Furnishings for the Paramedic Services’ building addition will not be included in the lease agreement and will be the responsibility of the County.

**Lease Term:** The term of this lease will be for an initial five (5) year term, with the right of the County to renew up to three (3) additional times on the same terms and conditions, save and except Rent, which shall be adjusted for CPI at the commencement of each

new term. The initial term of the lease will commence from the date of building occupancy, or such other date as specified in the agreed upon lease. Rent is estimated to be \$2900 monthly, inclusive of utilities and building maintenance, plus HST. The parties recognize that the construction costs of the proposed Addition could be more than anticipated; however, any adjustments to the estimated amount for Rent will be reasonable in the circumstance. During the final year of the fourth lease term, the County shall have the option to renegotiate a new lease.

The Corporation of the County of Bruce

The Corporation of the Town of South  
Bruce Peninsula

\_\_\_\_\_  
Mitch Twolan, Committee Chair

\_\_\_\_\_  
Janice Jackson, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Donna Van Wyck, Clerk

\_\_\_\_\_  
Angela Cathrae, Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

I/We have the authority to bind the  
Corporation

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