



TOWN OF NEWMARKET

Anita Moore
Town Clerk
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VIA ELECTRONIC AND REGULAR MAIL

October 3, 2007

Mr. Barry Crowe
Director, Property Services Branch
The Regional Municipality of York
17250 Yonge Street
Newmarket, ON L3Y 4X1

Dear Mr. Crowe:

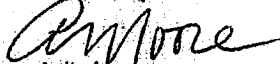
**RE: Legal and Development Services Report 2007-07
Lease of Vacant Space – 395 Mulock Drive**

I am writing to advise that the above referenced matter was considered by Council at the regular meeting held at September 24, 2007 and the following recommendations were adopted:

THAT Legal and Development Services Report 2007-07 dated September 13, 2007 regarding the Request by the Regional Municipality of York (the "Region") for a lease of vacant space at 395 Mulock Drive be received and the following recommendations, as amended, be adopted:

1. THAT staff be authorized to enter into further discussions with the Region in order to finalize the terms applicable to a lease of approximately 11,000 square feet of vacant space located at 395 Mulock Drive (the "Premises") to the Region (the "Lease");
2. AND THAT it be a condition of the Lease that:
 - (a) the Region shall at its sole cost and expense effect the leasehold improvements necessary to renovate the Premises for use by the Region as open concept office space;
 - (b) the Town shall provide parking for the Region's employees at parking lots located on Cane Parkway and that the Region's employees (to be located at 395 Mulock Drive) be requested to participate in the Town's Traffic Demand Management 'Smart Commute' Program;
 - (c) at Lease expiry, the Town shall be the owner of all leasehold improvement made by the Region; and
 - (d) in consideration of the Town's ownership of the leasehold improvements, the Town shall charge the Region a nominal rent plus a proportionate share of utilities, maintenance and common area expenses applicable to 395 Mulock Drive.
3. AND THAT the Mayor and CAO be authorized and directed to execute the Lease.

Yours sincerely,


Anita Moore
Town Clerk

AM:lm
copy: Mr. R. N. Shelton, Chief Administrative Officer

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395 Mulock Drive, P.O. Box 328, STN MAIN NEWMARKET, ON L3Y 4X7
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