

## Bayview Branch – Lease Extension

<b>Date:</b>	December 16, 2019
<b>To:</b>	Toronto Public Library Board
<b>From:</b>	City Librarian

### SUMMARY

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The purpose of this report is to seek Toronto Public Library Board endorsement for a one-year lease extension agreement commencing on February 1, 2021 and terminating on January 31, 2022, for the premises occupied by the Bayview branch in the Bayview Village Shopping Centre.

This lease extension requires Library Board and City of Toronto approval.

Library staff will continue to negotiate with the landlord for a further lease extension, possibly on a month-to-month basis, to allow the branch to remain in the mall until the construction is complete for the new branch at the Bessarion shared-use site, expected in spring/summer of 2022.

### RECOMMENDATIONS

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**The City Librarian recommends that the Toronto Public Library Board:**

1. endorses a lease extension agreement with bcIMC Realty Corporation for the premises occupied by the Bayview branch, Unit 123A in the Bayview Village Shopping Centre for a one (1) year term to commence on February 1, 2021 and terminate on January 31, 2022, substantially on terms and conditions set out in Attachment 1;
2. authorizes the City Librarian to act on its behalf to seek City approvals and execute the lease and related documentation.

## FINANCIAL IMPACT

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Under the terms of the proposed lease extension agreement for 6,333 square feet, the annual base rent will be \$42.50 per square foot for a total of \$269,152.50, which represents no change from the current lease rate, and is therefore included in the proposed 2020 budget. When combined with the estimated annual common area cost and utilities of \$138,882.69, this results in a total operating budget cost in the lease year of \$408,035.19.

All amounts are exclusive of Harmonized Sales Tax.

The Director, Finance & Treasurer has reviewed this financial impact statement and agrees with it.

## DECISION HISTORY

At the meeting on September 24, 2018, the Library Board endorsed the recommendations contained in [Bayview Branch – Lease Extension](#) report for a one-year lease extension agreement commencing on February 1, 2019 and terminating on January 31, 2020, for the premises occupied by the Bayview branch. The City of Toronto subsequently approved the lease extension.

At the meeting on May 21, 2019, the Library Board endorsed the recommendations contained in [Bayview Branch – Lease Extension](#) report for a one-year lease extension agreement commencing on February 1, 2020 and terminating on January 31, 2021, for the premises occupied by the Bayview branch. The City of Toronto subsequently approved the lease extension.

## ISSUE BACKGROUND

Bayview branch is located within the Bayview Village Shopping Centre, Unit 123A, at 2901 Bayview Ave, North York. The current lease expires on January 31, 2021.

The population in the area has expanded due to development along the Sheppard subway, and the branch currently serves a population of 55,459. Future development plans will result in continued population growth. While Bayview branch provides a full range of neighbourhood library services, the branch is limited in its ability to meet the growing demand for services in the current location. For this undersized branch, there is no program room and branch space is at a premium at this busy location.

## COMMENTS

The Library's approved capital plan includes a project to relocate the branch from the mall onto City land by the Bessarion subway stop. The project budget of \$15.2 million is for the construction of a larger 13,418 square foot library in a City joint-use facility with a daycare and a Parks, Forestry and Recreation aquatics and recreation centre. The project is currently underway and it is anticipated that construction will be completed in the spring/summer of 2022.

This one-year lease extension to January 2022 provides a partial bridge to the end of the construction. Library staff will continue to negotiate with the landlord for a lease extension, possibly on a month-to-month basis, to allow the branch to remain in the mall until the construction is complete at the Bessarion site. During this period, there is a possibility that the Library may be required to relocate within the mall to accommodate the mall owner's development plans.

All leases for branches located on privately-owned property require Library Board approval. Leases on privately-owned property with a term over one year or total rent over \$50,000 require City of Toronto approval. This lease extension therefore requires City approval.

## CONTACT

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## SIGNATURE

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Vickery Bowles  
City Librarian

## ATTACHMENTS

Attachment 1: Bayview Branch Lease Extension - Major Terms and Conditions

## **BAYVIEW BRANCH LEASE EXTENSION MAJOR TERMS AND CONDITIONS**

### **Premises:**

Approximately 6,333 square feet of rentable space, Unit 123A, at Bayview Village Shopping Centre, 2901 Bayview Avenue, Toronto.

### **Landlord:**

bcIMC Realty Corporation

### **Term:**

One year commencing on February 1, 2021 to January 31, 2022.

### **Use:**

Neighbourhood library branch operated by the Toronto Public Library.

### **Base Rent:**

\$42.50 per sq. ft. or \$269,152.50 per year, plus HST.

### **Additional Rent:**

The estimated rate for additional rent is \$18.93 per sq. ft. or \$119,883.69 per year, plus HST.

### **Utilities:**

Utilities are estimated at \$3.00 per sq. ft., or \$18,999 per year, plus HST.

	<b>Monthly</b>	<b>Annual</b>
Base Rent	22,429.38	269,152.50
Additional Rent	9,990.31	119,883.69
<b>Subtotal</b>	<b>32,419.68</b>	<b>389,036.19</b>
Utilities (estimate \$3/sq.ft.)	1,583.25	18,999.00
<b>Total</b>	<b>34,002.93</b>	<b>408,035.19</b>
HST	4,420.38	53,044.57
<b>Total</b>	<b>38,423.31</b>	<b>461,079.76</b>