

Report to Municipal Council



Meeting Date: July 16, 2025	Report Date: June 30, 2025
Reason Before Council: Policy Direction / Approval	Priority: Normal
Department: General Government	Type of Meeting: Regular Meeting

Report Title: School Lease Update

Recommended Resolution:

Review email received from Alpha en Partage and lease renewal letter from School Board and provide direction to CAO.

Recommendation would be Option 2 and if that is not successful then Option 3 be explored.

Options:

1. Continue to lease at a loss will continuing to look for tenants, possibly seek rate reduction though we were advised that the rate is as low as they can go.
2. Enter negotiation with school board with two (2) possible scenarios and that they are the only options at this point that the Municipality is considering:
 - Rent only the library space
 - Look at a dynamic lease agreement where rent equals our profit + our use +/- \$17k.
3. Drop lease altogether with sufficient notice to determine alternate space for library.

Analysis & Background:

Two (2) important notices were received in June:

1. Notice from Alpha en Partage that they are dropping another room from their lease agreement leaving now only one (1) room rented.
2. Notice of intent to renew lease dated September 30, 2025 from the School Board.



2024 & 2025 Lease schedule - Worksheet

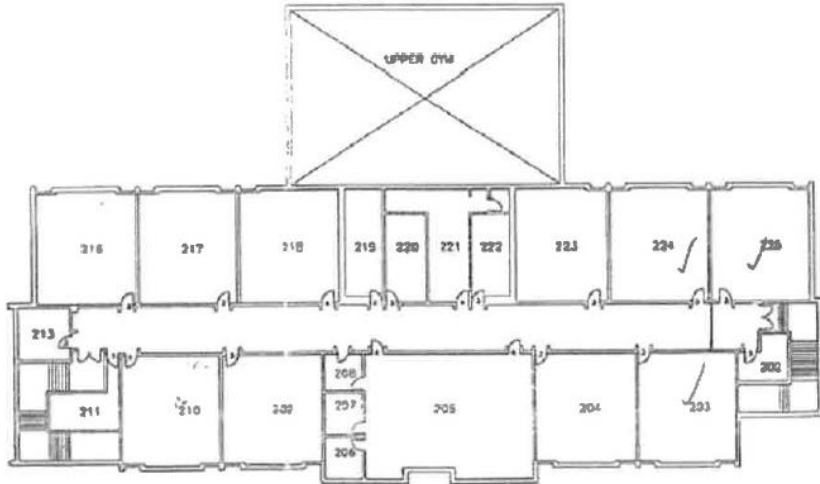
Total rentable units	11	
Total Rental cost	\$35,046.30	
Janitor & supplies	\$8,368.51	
Elevator cost	\$4,426.49	
Total operating cost	\$47,841.30	Actual 2024
Cost per room – 11 Units	\$4,349.21	

2023 Operating cost proportioned

<u>Organization</u>	<u># units</u>	<u>Revenue</u>	<u>Expense- Library</u>	<u>Loss</u>
Library	3.5		\$15,222.23	
Municipality - Storage	0.5		\$2,174.60	
Alpha en Partage*	2.0	\$8,698.42		
Empty	4.0			\$17,396.84
Our Children our Future	1.0	\$4,349.21		
Total	11.0	\$13,047.63	\$17,396.84	\$17,396.84

* Remaining room occupied is the equivalent of 2 classrooms

Floor Plan Second Floor 22 Ste Anne, St Charles



Attachments:

- Letter From School Board – Notice
- Email from Alpha en Partage

Prepared By: Denis Turcot, CAO