

**JULY 08, 2025**

**JOINT SERVICES COMMITTEE**

**REPORT NO. JSC-027-2025**

**LEASE AGREEMENT – THE CORPORATION OF THE  
VILLAGE OF MERRICKVILLE-WOLFORD FOR PARAMEDIC POST/FACILITY**

**JONATHAN SYLVESTER  
DEPUTY CHIEF, PARAMEDIC SERVICES**

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**RECOMMENDATIONS**

**THAT** the Joint Services Committee of Leeds and Grenville recommends to Counties Council that the United Counties of Leeds and Grenville enter into a lease agreement with The Corporation of the Village of Merrickville-Wolford for the purpose of renting space for a paramedic post/facility at 317 Brock Street, Merrickville, ON; and

**THAT** this agreement be in effect from July 1, 2025 up to and including December 31, 2026; and

**THAT** the necessary by-law be prepared.

**FINANCIAL IMPLICATIONS**

The lease agreement takes effect July 1, 2025 at the cost of \$8,715.00, excluding HST, for the calendar year. These costs have been incorporated into the current 2025 budget and the draft 2026 budget. Rent will be increased by two percent (2%) every January 1st for the term of this lease agreement.

### **CLIMATE CHANGE IMPLICATIONS**

Where possible, reports are provided in a digital format to reduce the Counties' carbon footprint.

### **ACCESSIBILITY CONSIDERATIONS**

This report can be made available in alternate accessible formats on request.

### **COMMUNICATIONS CONSIDERATIONS**

Based on the direction provided to staff, this matter may require communication back to the Joint Services Committee. Communications with paramedic staff regarding this facility has occurred.

### **BACKGROUND**

At the September 2024 Joint Services Committee meeting, approval for staffing and equipment of one Paramedic Response Unit (PRU) was provided. This vehicle is to be positioned in the Merrickville-Wolford area of Leeds Grenville. The vehicle is to be situated in the Village of Merrickville and will be on site (staffed) for twelve hours per day, seven days per week (JSC-045-2024).

### **DISCUSSION/ALTERNATIVES**

This lease agreement will provide approximately 580 square feet of space in total, consisting primarily of the garage area with the remainder comprised of an office, shared kitchen and washroom space.

Under the lease agreement, the costs of heat, hydro and wi-fi/internet access are the responsibility of the Village of Merrickville-Wolford. Leeds Grenville Paramedic Service (LGPS) is responsible for telephone and any other communication equipment and must carry tenant's liability insurance.

The term of the lease shall be for one and a half years with an opportunity for a one-year extension to be negotiated prior to the end of term. The lease also provides for termination by either party, upon 60 days written notice.

**ATTACHMENTS**

Nil.

The report set out above has been reviewed and the information verified by the individuals listed below.

**JONATHAN SYLVESTER  
DEPUTY CHIEF, PARAMEDIC SERVICES**

**JUNE 27, 2025  
DATE**

**JEFF CARSS  
CHIEF, PARAMEDIC SERVICES**

**JUNE 27, 2025  
DATE**

**PAT HUFFMAN  
TREASURER**

**JUNE 27, 2025  
DATE**

**AL HORSMAN  
CHIEF ADMINISTRATIVE OFFICER**

**JUNE 30, 2025  
DATE**