

**Subject: Delegation of Authority – Acquisition and Sale of Land and Property –
1 January 2023 to 30 June 2023**

File Number: ACS2023-PRE-CRO-0023

Report to Finance and Corporate Services Committee on 3 October 2023

**Submitted on September 20, 2023 by Peter Radke, Acting Director, Corporate
Real Estate Office**

Contact Person: Kim Millar, Acting Manager, Realty Initiative and Development

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Ward: Citywide

**Objet: Délégation de pouvoirs – acquisition et vente de terrains et de
propriétés – du 1 janvier 2023 au 30 juin 2023**

Numéro de dossier : ACS2023-PRE-CRO-0023

Rapport présenté au Comité des finances et des services organisationnels

Rapport soumis le 3 octobre 2023

**Soumis le 20 septembre 2023 par Peter Radke, Directeur par intérim, Bureau des
biens immobiliers municipal**

**Personne ressource: Kim Millar, gestionnaire par interim, initiatives et mise en
valeur en immobilier**

613-580-2424 ext.23416, Kimberley.Millar@ottawa.ca

Quartier: À l'échelle de la ville

REPORT RECOMMENDATION(S)

That the Finance and Corporate Services Committee receive this report for information.

RECOMMANDATION(S) DU RAPPORT

Que le Comité des finances et des services organisationnels reçoive le présent rapport à titre d'information.

BACKGROUND

The Delegation of Authority By-law (By-law No. 2023-67) approved by City Council on March 8, 2023 delegates the authority to staff at four levels of management to approve and conclude real estate transactions involving the acquisition or sale of an interest in land or property. Sections 60 to 67 of the By-law describe the types of transactions allowed under the delegation of authority including fee simple acquisitions, easements, rights of way, leases, joint use and maintenance agreements, licences, and consents to enter.

Real Estate delegations are subject to the provisions of this by-law as well as the Acquisition of Real Property Policy, the Disposal of Real Property Policy, the Leasing Policy and Procedures approved by Council. By-law 2023-67 requires staff to report the exercise of delegated authority to the Finance and Corporate Services Committee on a semi-annual basis.

DISCUSSION

The Corporate Real Estate Office (CREO) certifies that all transactions approved under delegated authority for the period of 1 January 2023 to 30 June 2023 comply with the Delegation of Authority By-law and the Disposal, Acquisition and Leasing of Real Property policies. These transactions are listed in Document 1.

Prior to transaction approval, CREO staff confirms with the Finance and Corporate Services Department staff that the appropriate funds are available in the budget. The availability of funds is a condition and requirement of approval under delegated authority.

FINANCIAL IMPLICATIONS

There are no direct financial implications.

LEGAL IMPLICATIONS

There are no legal implications associated with receiving this report for information.

COMMENTS BY THE WARD COUNCILLOR(S)

This is a City-wide report.

CONSULTATION

The preparation of this report is required by the Delegation of Authority By-law and as such, no public consultation is required.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with receiving this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications associated with this report.

DELEGATION OF AUTHORITY IMPLICATIONS

The report fulfills the requirements of the Delegation of Authority By-law 2023-67.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with receiving this report.

RURAL IMPLICATIONS

There are no rural implications associated with this report.

TECHNOLOGY IMPLICATIONS

There are no technology implications associated with this report.

TERM OF COUNCIL PRIORITIES

This report supports Council's priorities of Governance and Fiscal Responsibility.

SUPPORTING DOCUMENTATION

Document 1 is a separate document and lists real estate transactions involving the acquisition and sale of an interest in land or property approved under delegated authority for the period 1 January 2023 to 30 June 2023.

DISPOSITION

The report has been forwarded for information in accordance with the Delegation of Authority By-law.

Document 1

Delegation of Authority - Acquisition of Land and Property – January 1, 2023 to June 30, 2023

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
3-Jan-23	General Manager	DEL2023-CREO-0003	Property Acquisition, Richmond Hydro Corridor Lands from His Majesty the King in Right of Ontario as Represented by the Minister of Government and Consumer Services	\$1,003,500.00	Acquisition
25-Jan-23	Program Manager	DEL2023-CREO-0007	Property Acquisition and Temporary Occupancy - 159 Kedey Street - St. Michael Elementary School - Fitzroy Harbour - Ottawa Catholic School Board	\$500.00	Acquisition
20-Jan-23	Program Manager	DEL2023-CREO-0010	Amendment to the Easement Acquisition and Temporary Occupancy Agreement - Graham Creek Infrastructure Renewal Project - Heather Eve O'Connell and Patrick Edward Joseph O'Connell - 26 Banner Road	\$14,993.00	Acquisition
24-Jan-23	Program Manager	DEL2023-CREO-0011	Easement Acquisition – 200 McLeod Street – His Majesty the King – Elgin Street Renewal	\$21,854.00	Acquisition
5-May-23	Program Manager	DEL2023-CREO-0013	Letter of Agreement - Greenfield, Main, Hawthorne Reconstruction - Colonel By Drive - National Capital Commission	\$22,904.08	Acquisition

10-Mar-23	Program Manager	DEL2023-CREO-0015	Partial Acquisition - Huntmar Drive at Maple Grove Road - Intersection Improvement Project - Lioness Developments Inc. - 130 Huntmar Drive	\$75,001.00	Acquisition
8-Feb-23	Program Manager	DEL2023-CREO-0016	Acquisition of Permanent Easement and Temporary Occupancy at 1099 Antochi Lane from 1910753 Ontario Inc.	\$40,252.00	Acquisition
3-Mar-23	Program Manager	DEL2023-CREO-0022	Acquisition of Permanent Easement at 1565 Lilac Lane from Gilles Marcel Plouffe and Sylvia Murphy	\$1.00	Acquisition
20-Mar-23	Manager	DEL2023-CREO-0026	Fee Simple Property Acquisition of Part of 1620 Carling Avenue from Northern Raider Corporation	\$152,390.00	Acquisition
10-Mar-23	Program Manager	DEL2023-CREO-0029	Acquisition of Fee Simple and Permanent Easement Interest at 975 Gladstone Avenue from Canadian Bank Note Company, Limited for Loretta Avenue Integrated Road, Sewer, Watermain Rehabilitation Project	\$ -	Acquisition
11-Apr-23	Program Manager	DEL2023-CREO-0032	Temporary Occupancy, 5380 Canotek Road, Gloucester – WCPT Ottawa Inc., Represented by Epic Investment Services Limited Partnership, by its general partner, Epic Investment Services Inc., as the Asset Manager	\$11,574.86	Acquisition
20-Mar-23	Manager	DEL2023-CREO-0034	Fee Simple Property Acquisition of Part of 1564 Carling Avenue from 264482 Ontario Limited	\$104,116.29	Acquisition

17-Apr-23	Program Manager	DEL2023-CREO-0041	Acquisition of Permanent Easement at 1101 Antochi Lane from Nancy and Pierre Viau for Manotick Watermain Link Phase Two Project	\$5,775.00	Acquisition
4-May-23	Program Manager	DEL2023-CREO-0048	Temporary Occupancy over a Portion of Property Identification Number 04517-1173 Owned by Wesley Clover International Corporation for Legget Drive Culvert Replacement	\$500.00	Acquisition
15-May-23	Program Manager	DEL2023-CREO-0049	Easement Acquisition – 1365 Bank Street – Ottawa Community Housing Corporation – Bank Street Rehabilitation Project	\$15,960.19	Acquisition
9-May-23	Program Manager	DEL2023-CREO-0053	Permanent Easement - 1005 - 1045 Greenbank Road - Hydro Ottawa	\$1.00	Acquisition
25-May-23	Program Manager	DEL2023-CREO-0055	Second Amending Agreement – 89 Marsh Sparrow Private – James Esler and Virginia Pavlis-Esler – March Road Pump Station Conversion Project	\$3,979.35	Acquisition
16-May-23	Program Manager	DEL2023-CREO-0056	Temporary Occupancy over a Portion of 303 Legget Drive Owned by 303 Legget Property Management Corporation for Legget Drive Culvert Replacement	\$500.00	Acquisition
17-May-23	Program Manager	DEL2023-CREO-0057	Temporary Occupancy over a Portion of 300 Legget Drive owned by 3769951 Canada Inc. for Legget Drive Culvert Replacement	\$500.00	Acquisition

9-Jun-23	Program Manager	DEL2023-CREO-0059	Letter of Agreement – 52 Colonel By Drive – National Capital Commission – Mackenzie-Canal Cycling Link – Rideau to Daly	\$7,000.00	Acquisition
24-May-23	Program Manager	DEL2023-CREO-0061	Second Amending Agreement – 87 Marsh Sparrow Private – Raymond Marc Mongrain and Monique Eva Mongrain – March Road Pump Station Conversion Project	\$3,938.40	Acquisition
30-May-23	Program Manager	DEL2023-CREO-0065	Temporary Occupancy Over a Portion of 302 Legget Drive Owned by 302 Legget Drive Limited Partnership for Legget Drive Culvert Replacement	\$500.00	Acquisition
13-Jun-23	Manager	DEL2023-CREO-0067	Fee Simple Acquisition – 1678 Bank Street – 606759 Ontario Ltd. – Bank Street Rehabilitation Project	\$152,223.20	Acquisition
5-Jun-23	Program Manager	DEL2023-CREO-0069	Temporary Occupancy - Bridge Culvert Replacement - Donald and Gwen Leesway - 4470 Limestone Road	\$500.00	Acquisition
13-Jun-23	Manager	DEL2023-CREO-0070	Acquisition of Permanent Easements Over a Portion of 2670 Walkley Road from Mokto Walkley Inc. and Mokto Walkley Limited Partnership for Walkley Road Bridges	\$153,810.36	Acquisition
6-Jun-23	Program Manager	DEL2023-CREO-0071	Site 5 Easement Closings - Combined Sewage Storage Tunnel - National Capital Commission	\$1,402.82	Acquisition

9-Jun-23	Program Manager	DEL2023- CREO-0072	Acquisition of Permanent Easement and Release of Easement - 531 Lakehurst Road - Tatyana Nychyperovych	\$1.00	Acquisition
			Total Expended	\$1,793,677.55	

Delegation of Authority – Acquisition Lease of Land and Property – January 1, 2023 to June 30, 2023

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
10-Jan-23	Manager	DEL2023-CREO-0004	Acquisition Lease Extension – 75 Nicholas Street – Auberges de Jeunesse du St-Laurent Inc. – Temporary Emergency Accommodations	\$342,000.00	Acquisition Lease
20-Mar-23	Program Manager	DEL2023-CREO-0033	Joint Service Agreement with Western Ottawa Community Resource Centre – 2 MacNeil Court	\$16,128.00	Acquisition Lease
			Total Expended	\$358,128.00	

Delegation of Authority - License of Occupation Acquisition – January 1, 2023 to June 30, 2023

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
9-Mar-23	Program Manager	DEL2023-CREO-0028	License Agreement with Ottawa Catholic District School Board – 1485 Heron Road	\$11,571.24	License of Occupation Acquisition
14-Apr-23	Manager	DEL2023-CREO-0036	Facility License Agreement – Ottawa Titans Baseball Inc.	\$1,800.00	License of Occupation Acquisition

5-May-23	Program Manager	DEL2023-CREO-0043	Renewal of License of Occupation – OC Transpo Park and Ride – 101 Cyclone Taylor Boulevard – Capital Sports Properties Inc.	\$93,061.50	License of Occupation Acquisition
23-May-23	Program Manager	DEL2023-CREO-0060	Canadian Tire Centre Parking Lot Licence Agreement – Capital Sports Properties Inc. – 1000 Palladium Drive	\$2,500.00	License of Occupation Acquisition
			Total Expended	\$108,932.74	

Delegation of Authority – Disposal of Land and Property – January 1, 2023 to June 30, 2023

Approved	Approved By	Report Number	Report Title	Total Revenue	Transaction
16-Jan-23	Director	DEL2023-CREO-0005	Sale of Part of Lot 6, Concession 2, Old Survey, Cumberland, being Parts 1 to 15 Inclusive on Plan 4R-34657, Save and Except Parts 1 to 3 on Plan 4R-34657 – Wilhaven Drive to Jens-Uwe Kull & Anne-Marie Dupont, John & Christine Thomas, Rene Ducharme & Narcisa Puf, 2043573 Ontario Limited, and Richard Gladu & Michelle Zander-Brown.	\$53,875.00	Sale
27-Feb-23	Program Manager	DEL2023-CREO-0021	Sale of Easement - 1299 Old Innes Road - Telus Communication Inc.	\$7,000.00	Sale

12-May-23	Director	DEL2023-CREO-0050	Disposal of a portion of 1010 Somerset Street West to Ottawa Community Housing Corporation and Acquisition of Permanent Easement	\$200,000.00	Sale
31-May-23	Program Manager	DEL2023-CREO-0068	Sale of Easement - 3035 Palladium Drive - Kanata West Centre Inc.	\$15,265.00	Sale
			Total Revenue	\$276,140.00	

Delegation of Authority – License of Occupation Revenue – January 1, 2023 to June 30, 2023

Approved	Approved	Report Number	Report Title	Total Revenue	Transaction
31-Jan-23	Program Manager	DEL2023-CREO-0006	Licence Renewal and Amending Agreement – 4601 Roger Stevens Drive (Rideau Trail, Marlborough Forest) – The Rideau Trail Association Incorporated	\$1.00	License of Occupation Revenue
9-Feb-23	Manager	DEL2023-CREO-0014	Revenue Licence of Occupation – Ministry of Transportation – Highway 417 Rehabilitation Project – 380 Catherine Street – Catherine Works Yard	\$144,899.00	License of Occupation Revenue
24-Feb-23	Program Manager	DEL2023-CREO-0019	Licence of Occupation – 3800 Flood Road (Marlborough Forest) – Hunt Camp – Gordon Hoy	\$2,140.42	License of Occupation Revenue
21-Mar-23	Manager	DEL2023-CREO-0024	Sublicense of Occupation with Centretown Churches Social Action Committee – 370 Catherine Street	\$198,489.85	License of Occupation Revenue
6-Apr-23	Program Manager	DEL2023-CREO-0025	Licence of Occupation Agreement – 3872 Rideau Valley Drive – Shouldice Farms Inc.	\$13,948.00	License of Occupation Revenue
31-Mar-23	Director	DEL2023-CREO-0030	License of Occupation - 2060 Lanthier Drive - Innes Shopping Centres Limited	\$207,880.00	License of Occupation Revenue

6-Jun-23	Program Manager	DEL2023-CREO-0058	Licence of Occupation – 7471 Gilroy Road (Marlborough Forest) – Hunt Camp – Jeff Black	\$2,500.00	License of Occupation Revenue
			Total Revenue	\$569,858.27	

Delegation of Authority - Revenue Lease of Land and Property – January 1, 2023 to June 30, 2023

Approved	Approved By	Report Number	Report Title	Total Revenue	Transaction
2-Feb-23	Director	DEL2023-CREO-0001	Lease Renewal and Amending Agreement – 10 Warner Colpitts Lane – Telus Communications Inc.	\$261,132.39	Revenue Lease
2-Feb-23	Director	DEL2023-CREO-0009	Lease Extension and Amending Agreement with Alliance Cooperative Housing Inc. – 101 Alliance Private	\$1.00	Revenue Lease
13-Mar-23	Manager	DEL2023-CREO-0012	Lease Renewal and Amending Agreement –910 Earl Armstrong Road – Telus Communications Inc.	\$147,713.83	Revenue Lease
8-May-23	Manager	DEL2023-CREO-0018	Billboard Renewal Agreement – Astral Media Outdoor LP - 1661 St. Laurent Boulevard and 1201 Hawthorne Road	\$113,615.50	Revenue Lease
20-Mar-23	Program Manager	DEL2023-CREO-0035	Sublease Renewal Agreement - 255 Centrum Blvd. - Bell Canada	\$61,802.36	Revenue Lease
7-Apr-23	Director	DEL2023-CREO-0037	Lease Agreement - 1075 Greenbank Road - Rogers Communication Inc.	\$318,017.23	Revenue Lease

8-May-23	Program Manager	DEL2023-CREO-0038	Lease Renewal Agreement - West Carleton Amateur Sports Club - W. Erskine Johnson Arena - 3832 Carp Road	\$60,312.00	Revenue Lease
27-Jun-23	Director	DEL2023-CREO-0047	Billboard Renewal Agreement – Pattison Outdoor Advertising LP, by its General Partner Jim Pattison Industries Ltd. – Phase I Billboard Program	\$309,119.99	Revenue Lease
			Total Revenue	\$1,271,714.30	

Delegation of Authority - Waived Administration Fees – January 1, 2023 to June 30, 2023

Approved	Approved By	Report Number	Report Title	Total Waived	Transaction
31-Jan-23	Program Manager	DEL2023-CREO-0006	Licence Renewal and Amending Agreement – 4601 Roger Stevens Drive (Rideau Trail, Marlborough Forest) – The Rideau Trail Association Incorporated	\$563.00	License of Occupation Revenue
9-Feb-23	Manager	DEL2023-CREO-0014	Revenue Licence of Occupation – Ministry of Transportation – Highway 417 Rehabilitation Project – 380 Catherine Street – Catherine Works Yard	\$1,149.00	License of Occupation Revenue
21-Mar-23	Manager	DEL2023-CREO-0024	Sublicense of Occupation with Centretown Churches Social Action Committee – 370 Catherine Street	\$1,149.00	License of Occupation Revenue

3-Jan-23	Manager		U.S Fish and Wildlife Study	\$323.18	Consent to Enter
5-Apr-23	Manager		Royal Astronomical Society of Canada	\$323.18	Consent to Enter
26-Apr-23	Manager		Historical Plaques Installation	\$328.83	Consent to Enter
4-May-23	Manager		Memorial Plaque Installation	\$328.83	Consent to Enter
11-May-23	Manager		Carefor Pollenator Garden	\$328.83	Consent to Enter
17-May-23	Manager		Landscaping Remediation	\$328.83	Consent to Enter
26-Jun-23	Director		Canada Day Volunteer Parking	\$328.83	Consent to Enter
			Total Waived	\$5,151.51	