

**Subject: Delegation of Authority – Acquisition and Sale of Property – 1 July
2022 to 31 December 2022**

File Number: ACS2023-PRE-CRO-0007

Report to Finance and Corporate Services Committee on 2 May 2023

**Submitted on April 6, 2023 by Peter Radke, Director, Corporate Real Estate Office,
Planning, Real Estate and Economic Development Department**

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

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

Ward: Citywide

**Objet : Délégation de pouvoirs – acquisition et vente de terrains et de
propriétés – du 1 juillet 2022 au 31 décembre 2022**

Dossier : ACS2023-PRE-CRO-0007

Rapport au Comité des finances et des services organisationnels

le 2 mai 2023

et au Conseil le 10 mai 2023

**Soumis le 6 avril, 2023 par Peter Radke, Directeur, Bureau des biens immobiliers
municipal, Services de la planification, des biens immobiliers et du
développement économique**

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

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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. 2022-29) approved by City Council on March 24, 2022 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 66 to 73 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, 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 2022-29 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 July 2022 to 31 December 2022 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 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.

CLIMATE IMPLICATIONS

There are no climate implications associated with this report.

ECONOMIC IMPLICATIONS

There are no economic implications associated with this report.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications associated with this report.

INDIGENOUS GENDER AND EQUITY IMPLICATIONS

There are no indigenous gender and equity implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk 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 July 2022 to 31 December 2022

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 – July 1, 2022 to December 31, 2022

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
11-Aug-22	Program Manager	DEL2022-CREO-0096	Easement and Temporary Occupancy Acquisition - Medium Culvert Renewal - 1369 and 1461 York's Corners Road - 1737814 Ontario Incorporated	\$15,820.00	Acquisition
14-Sep-22	Program Manager	DEL2022-CREO-0116	First Amending Agreement – Temporary Occupancy Agreement – 87 Marsh Sparrow Private – March Road Pump Station Conversion – Raymond Marc Mongrain and Monique Eva Mongrain	\$1,817.73	Acquisition
13-Sep-22	Program Manager	DEL2022-CREO-0117	Amending Agreement - Temporary Occupancy – 89 Marsh Sparrow Private - March Road Pump Station - James Esler and Virginia Pavlis-Gougeon	\$1,836.63	Acquisition
23-Sep-22	Program Manager	DEL2022-CREO-0118	Construction Agreement - 5861 Bank Street, 1319 Sale Barn Road, 1339 Sale Barn Road – Hydro One Networks Inc.	\$1,500.00	Acquisition
8-Nov-22	Program Manager	DEL2022-CREO-0128	Fee Simple Partial Acquisition - 169 Greenfield Avenue - Uniform Urban Developments Ltd. - Greenfield, Main, Hawthorne Reconstruction Project	\$38,843.77	Acquisition
8-Nov-22	Program Manager	DEL2022-CREO-0130	Easement Acquisition - 86 Greenfield Avenue - The Electrica Contractors' Association of Ottawa - Greenfield, Main, Hawthorne Reconstruction Project	\$21,693.74	Acquisition

8-Nov-22	Program Manager	DEL2022-CREO-0132	Fee Simple Partial Acquisition - 19 Main Street - Bascorp Com Inc. - Greenfield, Main, Hawthorne Reconstruction Project	\$62,322.98	Acquisition
16-Nov-22	Program Manager	DEL2022-CREO-0135	Property Acquisition and Temporary Occupancy - 122 Pigott Street, Fitzroy Harbour, Ottawa - Colin Tolls and Brianna Cox	\$500.00	Acquisition
16-Nov-22	Program Manager	DEL2022-CREO-0136	Property Acquisition and Temporary Occupancy - 125 Pigott Street, Fitzroy Harbour, Ottawa - Brett Daniel Ryan and Tara Lynn Murphy	\$878.00	Acquisition
16-Nov-22	Program Manager	DEL2022-CREO-0137	Property Acquisition and Temporary Occupancy - 135 Kedey Street, Fitzroy Harbour, Ottawa - Peter Duncan Gall	\$500.00	Acquisition
8-Nov-22	Program Manager	DEL2022-CREO-0140	Property Settlement - Section 25 Offer - Montreal Road Revitalization - 289-295 Montreal Road - Full and Final Release - 1945361 Ontario Inc.	\$31,000.00	Acquisition
9-Dec-22	Program Manager	DEL2022-CREO-0148	Acquisition of Easement Interest over Part of 1075 March Road from CU Developments Inc. for Kanata North Fire Station	\$1.00	Acquisition
2-Dec-22	Program Manager	DEL2022-CREO-0149	Temporary Occupancy - Briar Ridge Pumping Station - Wesley Clover International Corporation - 425 March Valley Drive	\$500.00	Acquisition

29-Dec-22	Director	DEL2022-CREO-0161	Property Acquisition for Expansion of Existing Armstrong Park - 2688734 Ontario Inc. - 22 Ladouceur Street	\$925,000.00	Acquisition
			Total Expended	\$1,102,213.85	

Delegation of Authority – Acquisition Lease of Land and Property – July 1, 2022 to December 31, 2022

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
25-Jul-22	General Manager	DEL2022-CREO-0040	Acquisition Lease Extension - 75 Nicholas Street - Hostelling International Canada, Ontario East Region - Temporary Emergency Accommodations	\$1,026,000.00	Acquisition Lease
31-Oct-22	General Manager	DEL2022-CREO-0058	Acquisition Lease - Ottawa Public Health Dental Clinic - 1580 Merivale Road	\$1,390,550.00	Acquisition Lease
13-Jul-22	Manager	DEL2022-CREO-0075	20 Fairmont Avenue - Acquisition Lease Agreement - Ottawa Police Services Parking	\$153,300.00	Acquisition Lease
18-Oct-22	Program Manager	DEL2022-CREO-0112	Acquisition Lease Renewal - 2260 Walkley Road - Ottawa Public Health	\$11,880.00	Acquisition Lease
22-Dec-22	Program Manager	DEL2022-CREO-0115	Acquisition Lease Renewal for Healthy Growth and Development Program (Ottawa Public Health) with Rideau-Rockcliffe Community Resource Centre - 815 St. Laurent Boulevard	\$33,127.00	Acquisition Lease

19-Oct-22	Program Manager	DEL2022-CREO-0122	Acquisition Lease Renewal Agreement - 858(866) Scala Avenue - Conseil des écoles catholiques du Centre-Est (CECCE)	\$1.00	Acquisition Lease
28-Oct-22	Manager	DEL2022-CREO-0123	2378 Holly Lane - Assessment Review Board - Acquisition Lease Agreement	\$181,250.00	Acquisition Lease
9-Nov-22	Director	DEL2022-CREO-0127	Acquisition Lease Agreement - 50 Rideau Street - OC Transpo Ticket Office - Cadillac Fairview Corporation Limited	\$725,915.58	Acquisition Lease
28-Nov-22	Manager	DEL2022-CREO-0129	Acquisition Lease Renewal Agreement - 15 Copernicus Street - University of Ottawa	\$117,064.89	Acquisition Lease
			Total Expended	\$3,639,088.47	

Delegation of Authority - License of Occupation Acquisition – July 1, 2022 to December 31, 2022

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
14-Jul-22	Program Manager	DEL2022-CREO-0006	License of Occupation - 300 Lett Street - Ottawa-Carleton Standard Condominium Plan No. 976	\$3,600.00	License of Occupation Acquisition

15-Jul-22	Program Manager	DEL2022-CREO-0041	Acquisition - License of Occupation Renewal Agreement - 301 Preston Street - Ottawa Carleton District School Board (OCDSB)	\$1.00	License of Occupation Acquisition
4-Aug-22	Program Manager	DEL2022-CREO-0094	Temporary Occupancy Extension - 27 Harvard Avenue - Brooke Bryce	\$1,995.00	License of Occupation Acquisition
5-Aug-22	Program Manager	DEL2022-CREO-0095	Facility License Agreement - Ottawa Titans Baseball Inc.	\$1,800.00	License of Occupation Acquisition
26-Aug-22	Program Manager	DEL2022-CREO-0103	License Agreement with Ottawa Catholic School Board - 1485 Heron Road	\$23,142.48	License of Occupation Acquisition
24-Oct-22	Program Manager	DEL2022-CREO-0109	Land Use Permit - 777 Tweddle Road - Petrie Island Parking Lot	\$2,861.05	License of Occupation Acquisition
16-Nov-22	Program Manager	DEL2022-CREO-0131	License of Occupation on Behalf of OC Transpo with Ottawa Titans Baseball Inc. - 300 Coventry Road - Parking Lot	\$4,000.00	License of Occupation Acquisition
20-Dec-22	Program Manager	DEL2022-CREO-0154	License of Occupation with Capital Sports Properties Inc. - 945 & 1000 Palladium Drive - Parking	\$15,762.50	License of Occupation Acquisition

			Total Expended	\$53,162.03	
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Delegation of Authority – Disposal of Land and Property – July 1, 2022 to December 31, 2022

Approved	Approved By	Report Number	Report Title	Total Revenue	Transaction
10-May-22	Director	DEL2022-CREO-0027	<p>Sale of a Portion of 3730 Carp Road (to be Closed) to Huntley Hollow Inc.</p> <p>Pursuant to the City Council meeting of December 3, 2014, Disposition 68, the following information is provided:</p> <ol style="list-style-type: none"> 1. Only one offer has been received as this is a non-viable property and abuts only the purchaser's land. 2. The purchaser is Huntley Hollows Inc. 3. The offer of \$89,300.00 was accepted as it is within the market value range of \$130,000.00 to \$150,000.00 for +0.45 acres established by an internal appraisal. 	\$89,300.00	Sale
29-Mar-22	Director	DEL2022-CREO-0030	<p>Sale of Closed Road Allowance and 0.30m Reserve to 5651 Herwig Place - Dan Kratochvil and Darlene George</p> <p>Pursuant to the City Council meeting of December 3, 2014, Disposition 68, the following information is provided:</p>	\$18,654.00	Sale

			<ol style="list-style-type: none"> 1. Only one offer has been received as this is a non-viable property and abuts only the purchaser's land. 2. The purchasers are Dan Kratochvil and Darlene George. 3. The offer of \$18,654.00 was accepted as it is within the market value range of \$15,000.00 to \$19,000.00 established by an internal appraisal. 		
9-Dec-22	Program Manager	DEL2022-CREO-0147	Permanent Easement - 615 Besserer Street - 969000 Canada Inc.	\$23,000.00	Sale
9-Dec-22	Program Manager	DEL2022-CREO-0152	Sale of Easement - 21 Lombardo Drive - Telus Communications Inc.	\$33,000.00	Sale
			Total Revenue	\$163,954.00	

Delegation of Authority – License of Occupation Revenue – July 1, 2022 to December 31, 2022

Approved	Approved	Report Number	Report Title	Total Revenue	Transaction
07-Feb-22	Program Manager	DEL2022-CREO-0007	6301 Campeau Drainage Lands - Temporary Drainage License and Tri-Party Agreement - Bayview Hospitality and Ottawa Community Lands Development Corporation	\$1.00	License of Occupation Revenue

21-Jul-22	Program Manager	DEL2022-CREO-0074	License of Occupation - City Lands Abutting 1270 Baseline Road - 1394822 Ontario Inc. and 2100750 Ontario Inc.	\$79,903.10	License of Occupation Revenue
8-Nov-22	Program Manager	DEL2022-CREO-0106	License of Occupation Agreement - Barn Swallow Kiosk - 2118356 Ontario Inc.	\$666.00	License of Occupation Revenue
			Total Revenue	\$80,570.10	

Delegation of Authority - Revenue Lease of Land and Property – July 1, 2022 to December 31, 2022

Approved	Approved By	Report Number	Report Title	Total Revenue	Transaction
24-Oct-22	Manager	DEL2022-CREO-0015	Lease Agreement - 3080 Innes Road - Rogers Communications Inc.	\$146,001.23	Revenue Lease
15-Aug-22	Director	DEL2022-CREO-0037	Lease Extension Agreement with Andy Andras Housing Co-operative for Seniors Inc. - 1435 Larose Avenue	\$1.00	Revenue Lease
13-Jul-22	Program Manager	DEL2022-CREO-0044	Lease Renewal and Amending Agreement - Kanata Sports Club - 10 McKitrick Drive	\$84,815.34	Revenue Lease
9-Sep-22	Program Manager	DEL2022-CREO-0088	Lease Agreement with Lowertown Community Resource Centre - 40 Cobourg Street	\$81,655.00	Revenue Lease
19-Aug-22	Director	DEL2022-CREO-0089	Lease Agreement - 4075 Fallowfield Road - Fido Solutions Inc.	\$315,317.15	Revenue Lease

25-Oct-22	Director	DEL2022-CREO-0110	Lease Agreement - 1655 Maple Grove Road - Fido Solutions Inc.	\$256,178.51	Revenue Lease
14-Dec-22	Director	DEL2022-CREO-0114	Revenue Lease Renewal and Amendment - 294 Elmgrove Avenue - Ottawa Gymnastics	\$925,565.00	Revenue Lease
5-Oct-22	Program Manager	DEL2022-CREO-0119	Lease Agreement with Virtual IQ Ltd. - 2nd Floor Space at 1525 Princess Patricia Way	\$51,154.39	Revenue Lease
23-Dec-22	Director	DEL2022-CREO-0120	Revenue Lease Agreement - 201 Donald Street - Youth Ottawa / North Gloucester Giants	\$1.00	Revenue Lease
21-Dec-22	Director	DEL2022-CREO-0125	Lease Agreement - 2436 Longfields Drive - Telus Communications Inc.	\$143,627.78	Revenue Lease
24-Nov-22	Program Manager	DEL2022-CREO-0145	Utility Crossing Agreement - Renfrew Subdivision Rail Corridor Mile 12.36 at Thomas A. Dolan - Rogers Communications Canada Inc.	\$3,000.00	Revenue Lease
23-Dec-22	Manager	DEL2022-CREO-0160	Lease to Ottawa Community Housing Corporation - 1010 Somerset Street West	\$1.00	Revenue Lease
			Total Revenue	\$2,007,317.40	

Delegation of Authority - Waived Administration Fees – July 1, 2022 to December 31, 2022

Approved	Approved By	Report Number	Report Title	Total Waived	Transaction
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9-Sep-22	Program Manager	DEL2022-CREO-0088	Lease Agreement with Lowertown Community Resource Centre - 40 Cobourg Street	\$1,149.99	Revenue Lease
23-Dec-22	Director	DEL2022-CREO-0120	201 Donald Street - Youth Ottawa / North Gloucester Giants - Revenue Lease Agreement	\$1,149.99	Revenue Lease
23-Dec-22	Manager	DEL2022-CREO-0160	Lease to Ottawa Community Housing Corporation - 1010 Somerset Street West	\$1,149.99	Revenue Lease
			Total Waived	\$3,447.00	