

**Subject: Delegation of Authority – Acquisition and Sale of Land and Property –
1 July 2023 to 31 December 2023**

File Number: ACS2024-PRE-CRO-0015

Report to Finance and Corporate Services Committee on 5 March 2024

**Submitted on February 21, 2024 by Peter Radke, Acting Director, Corporate Real
Estate Office**

Contact Person: Peter Radke, Acting Director Corporate Real Estate Office

613-580-2424 ext. 12551, peter.radke@ottawa.ca

Ward: Citywide

**Objet: Délégation de pouvoirs – acquisition et vente de terrains et de
propriétés – du 1 juillet 2023 au 31 décembre 2023**

Numéro de dossier: ACS2024-PRE-CRO-0015

Rapport au Comité des finances et des services organisationnels

le 5 mars 2024

**Soumis le 21 février 2024 par Peter Radke, Directeur par intérim, Bureau des
biens immobiliers municipal**

**Personne ressource: Peter Radke, Directeur par intérim, Bureau des biens
immobiliers municipal**

613-580-2424 poste.12551, peter.radke@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 July 2023 to 31 December 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 July 2023 to 31 December 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 – July 1, 2023 to December 31, 2023

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
26-Jul	Program Manager	DEL2023-CREO-0020	Acquisition of a Permanent Easement and License of Occupation for the Relocation of Sewers - 1460 Riverside Drive - National Capital Commission	\$16,460.21	Acquisition
25-Jul	Director	DEL2023-CREO-0078	Easement and Temporary Occupancy - 1967 Riverside Drive - The Ottawa Hospital - Bank Street Rehabilitation Advanced Miscellaneous Works	\$263,677.29	Acquisition
20-Jul	Program Manager	DEL2023-CREO-0082	Temporary Occupancy over a Portion of 855 Carling Avenue Owned by Campbell Steel and Iron Works Limited for Temporary Traffic Signal	\$2,522.68	Acquisition
26-Jul	Program Manager	DEL2023-CREO-0084	Temporary Occupancy over a Portion of 875 Carling Avenue owned by Dows Lake Court Inc. for Temporary Traffic Signal	\$575.94	Acquisition
25-Jul	Director	DEL2023-CREO-0085	Fee Simple Property Acquisition of Part of 1599 Carling Avenue from Suncor Energy Inc. for the modification of the intersection.	\$312,702.00	Acquisition

28-Aug	Program Manager	DEL2023-CREO-0088	Easement Acquisition and Temporary Occupancy Agreement – 1241 Kilborn Avenue – Homestead Land Holdings Limited – Bank Street Rehabilitation Project	\$35,646.50	Acquisition
27-Sep	Director	DEL2023-CREO-0095	Property Acquisition - Earl Grey Drive Extension - 140 Earl Grey Drive - 1195117 Ontario Limited	\$353,580.00	Acquisition
25-Sep	Program Manager	DEL2023-CREO-0096	Property Acquisition - Earl Grey Drive Extension - 200 Earl Grey Drive - Loblaw Properties Limited	\$60,000.00	Acquisition
29-Sep	Program Manager	DEL2023-CREO-0099	Payment of Legal Fees, 125 Pigott Street – Fitzroy Harbour for the renewal of sidewalk and MUP.	\$1,045.00	Acquisition
31-Oct	Program Manager	DEL2023-CREO-0101	Permanent Easements - National Capital Commission - Mackenzie Cycle Track Project	\$1.00	Acquisition
25-Oct	Program Manager	DEL2023-CREO-0105	Permanent Easement - 700 and 800 Palladium Drive - Edifice 700 Palladium Drive Inc. / 700 Palladium Drive Building Inc. for the Palladium Stormwater Management Facility Clean-Out project.	\$53,500.00	Acquisition
27-Oct	Program Manager	DEL2023-CREO-0111	Full and Final Release - Section 25 Offer - CSST - Subterranean Tunnel Segment - 197 Cumberland Street - Interrent International Properties Inc.	\$7,654.87	Acquisition
3-Nov	Program Manager	DEL2023-CREO-0114	Acquisition of Permanent Easement over Part of PIN 04181-0229 from His Majesty the King in Right of Ontario	\$57,200.00	Acquisition

			as represented by Ontario Infrastructure and Lands Corporation (Hydro One Networks Inc.)		
29-Nov	Program Manager	DEL2023-CREO-0116	Acquisition of Permanent Easement at 1104 Merivale Road from Mario Disipio for a Buried Underground Drainage Pipe	\$13,400.00	Acquisition
2-Nov	Program Manager	DEL2023-CREO-0117	Amendment to DEL2023-CREO-0007 - Property Acquisition and Temporary Occupancy - 159 Kedey Street - St. Michael Elementary School - Fitzroy Harbour - Ottawa Catholic School Board	\$2,898.50	Acquisition
2-Nov	Program Manager	DEL2023-CREO-0118	Amendment to DEL2022-CREO-0135 - Property Acquisition and Temporary Occupancy - 122 Pigott Street, Fitzroy Harbour - Colin Tolls and Brianna Cox	\$5,500.00	Acquisition
15-Dec	Program Manager	DEL2023-CREO-0126	Temporary Occupancy Renewal Over a Portion of 302 Legget Drive Owned by 302 Legget Drive Limited Partnership for Legget Drive Culvert Replacement	\$500.00	Acquisition
15-Dec	Program Manager	DEL2023-CREO-0127	Payment of Legal Fees - 135 Kedey Street - Fitzroy Harbour	\$500.00	Acquisition
15-Dec	Program Manager	DEL2023-CREO-0128	Temporary Occupancy Renewal over a Portion of 875 Carling Avenue Owned by Dows Lake Court Inc. for Temporary Traffic Signal	\$959.90	Acquisition

19-Dec	Program Manager	DEL2023-CREO-0129	Temporary Occupancy Renewal over a Portion of 855 Carling Avenue owned by Campbell Steel and Iron Works Limited for Temporary Traffic Signal	\$4,238.10	Acquisition
21-Dec	Program Manager	DEL2023-CREO-0130	Extension to Temporary Occupancy - 5380 Canotek Road – WCPT Ottawa Inc., Represented by Epic Investment Services Limited Partnership, by its General Partner - Epic Investment Services Inc., as the Asset Manager	\$3,858.28	Acquisition
			Total Expended	\$1,196,420.27	

Delegation of Authority – Acquisition Lease of Land and Property – July 1, 2023 to December 31, 2023

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
8-Sep	Manager	DEL2023-CREO-0008	Acquisition Lease Renewal - 1065 Ramsey Crescent - Foster Farms Day Care and Ottawa Community Housing	\$173,373.84	Acquisition Lease
25-Sep	Manager	DEL2023-CREO-0042	Acquisition Lease Amending and Renewal Agreement - 26 Concourse Gate - Spay and Neuter Clinic	\$144,839.20	Acquisition Lease
30-Aug	Program Manager	DEL2023-CREO-0052	Acquisition Renewal Lease - 80 Michael Cowpland Drive - West End Family Care Clinic	\$17,460.00	Acquisition Lease
30-Aug	Director	DEL2023-CREO-0063	20 Bexley Place - Ambulance Post - Acquisition Lease Extension and Amending Agreement	\$360,816.02	Acquisition Lease

22-Sep	Manager	DEL2023-CREO-0077	Lease Renewal - 150 Isabella Street - Ottawa Police Services	\$405,582.60	Acquisition Lease
			Total Expended	\$1,102,071.66	

Delegation of Authority - License of Occupation (Acquisition) – July 1, 2023 to December 31, 2023

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
17-Oct	Manager	DEL2023-CREO-0062	Acquisition - License of Occupation - Extension and Amending Agreement - 2414 Ogilvie Road - The Annunciation of the Lord Parish	\$102,125.00	License of Occupation Acquisition
1-Sep	Program Manager	DEL2023-CREO-0083	License of Occupation - 2345 Alta Vista - The Church of St. Thomas the Apostle	\$61,400.00	License of Occupation Acquisition
29-Aug	Director	DEL2023-CREO-0087	License of Occupation - Richmond Hydro Corridor Lands - Caivan (Richmond North) Limited and Richmond Village Development Corporation	\$1.00	License of Occupation Acquisition
28-Aug	Program Manager	DEL2023-CREO-0089	Temporary Occupancy License Agreement - Hazardous Waste Collection Event - 150 Parkdale Avenue - The Recreation Association of the Public Service of Canada	\$600.00	License of Occupation Acquisition
			Total Expended	\$164,126.00	

Delegation of Authority – Disposal of Land and Property – July 1, 2023 to December 31, 2023

Approved	Approved	Report	Report Title	Total Revenue	Transaction
----------	----------	--------	--------------	---------------	-------------

	By	Number			
9-Aug	Director	DEL2023-CREO-0079	Sale of Jordan Gate and Deslauriers Circle (To be Closed) to Roger Stevens Limited Partnership, Roger Stevens Coinvest Limited Partnership, Roger Stevens Coinvest GP Inc.	\$517,000.00	Sale
27-Sep	Director	DEL2023-CREO-0091	Sale of Parcel Adjacent to 6174 Voyageur Drive being Part 12 on Plan 4R-104 to George and Joanne Sluzar	\$9,500.00	Sale
6-Oct	Director	DEL2023-CREO-0098	Sale of Part of 2690 Page Road being Part 1 on a Draft Reference Plan to 12714001 Canada Inc.	\$300,000.00	Sale
			Total Revenue	\$826,500.00	

Delegation of Authority – License of Occupation (Revenue) – July 1, 2023 to December 31, 2023

Approved	Approved	Report Number	Report Title	Total Revenue	Transaction
13-Oct	Program Manager	DEL2023-CREO-0075	License of Occupation - 7406 Gilroy Road (Marlborough Forest) - Hunt Camp - Marielle and Dennis Lapalme	\$3,315.67	License of Occupation Revenue
14-Nov	Program Manager	DEL2023-CREO-0094	License Amending and Renewal Agreement – 10 Warner Colpitts Lane – Rogers Communications Inc.	\$57,319.40	License of Occupation Revenue
4-Dec	Manager	DEL2023-CREO-0112	License Renewal and Amending Agreement - 1701 Woodroffe Avenue - TM Mobile Inc.	\$135,404.35	License of Occupation

					Revenue
28-Nov	Program Manager	DEL2023-CREO-0119	License of Occupation – Lands Adjacent to 1900 & 2000 City Park Drive - City Park Limited Partnership by its General Partner, City Park CBP GP Inc.	\$46,620.00	License of Occupation Revenue
23-Nov	Program Manager	DEL2023-CREO-0121	Revenue License of Occupation - 837 Grenon Avenue - Grenon Avenue Inc.	\$58,902.48	License of Occupation Revenue
			Total Revenue	\$301,561.90	

Delegation of Authority - Revenue Lease of Land and Property – July 1, 2023 to December 31, 2023

Approved	Approved By	Report Number	Report Title	Total Revenue	Transaction
8-Aug	Director	DEL2023-CREO-0054	Lease Renewal Agreement with Electric Circuit Quebec Inc. for Electric Vehicle Charging Stations on Five City Owned Properties	\$1.00	Revenue Lease
29-Aug	Program Manager	DEL2023-CREO-0076	Lease Amending Agreement - 3080 Innes Road - Rogers Communications Inc.	\$3,554.54	Revenue Lease
18-Sep	Manager	DEL2023-CREO-0081	Lease Renewal - 630 Cameron Harvey Drive - Kanata Montessori School	\$129,766.74	Revenue Lease
30-Nov	Director	DEL2023-CREO-0086	3259 Carling Avenue - Lease Extension Agreement - Nepean Sailing Club	\$354,405.38	Revenue Lease

20-Oct	Manager	DEL2023-CREO-0090	Lease Amending and Renewal Agreement - 3320 Paul Anka Drive - South East Ottawa Community Health Centre (SEOCHC)	\$103,294.33	Revenue Lease
12-Dec	Director	DEL2023-CREO-0103	Billboard Land Lease Renewal and Amending Agreement - Outfront Media Canada LP	\$947,997.75	Revenue Lease
			Total Revenue	\$1,539,019.74	

Delegation of Authority – Remediation of the Right-of-Way Agreements

8-Sep	Director	DEL2023-CREO-0093	Report on the use of Delegated Authority by the Corporate Real Estate Office from 2011 to 2023 under the Delegation of Authority By-Law No. 2023-67 pertaining to execution of agreements to address the presence of contamination in the City rights-of-way	\$-	
			Total	\$-	

Delegation of Authority - Waived Administration Fees – July 1, 2023 to December 31, 2023

Approved	Approved By	Report Number	Report Title	Total Waived	Transaction
20-Oct	Manager	DEL2023-CREO-0090	Lease Amending and Renewal Agreement - 3320 Paul Anka Drive - South East Ottawa Community Health Centre (SEOCHC)	\$584.00	Revenue Lease
10-Aug	Program Manager	CON23-0037	11 Combermere Lane - Environment and Climate Change Canada - GC	\$328.83	Consent to Enter

	Program Manager	CON23-0041	Trillium Park / 2030 Ogilvie Road - Fisher Heights and Area Community Association	\$328.83	Consent to Enter
16-Nov	Program Manager	CON23-0042	Consent to Enter - 591 Kochar Street - RCVA	\$328.83	Consent to Enter
13-Dec	Program Manager	CON23-0044	11 Combermere Lane - Environment and Climate Change Canada - GC	\$328.83	Consent to Enter
			Total Waived	\$1,899.32	