

**Subject: Delegation of Authority – Acquisition and Sale of Land and Property –
1 January 2024 to 30 June 2024**

File Number: ACS2024-SI-HIS-0018

Report to Finance and Corporate Services Committee on 1 October 2024

**Submitted on August 26, 2024 by Geraldine Wildman, Interim Director, Housing
Solutions and Investment Services**

Contact Person: Peter Radke, Manager Realty Initiatives and Development Branch

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Ward: Citywide

**Objet : Délégation de pouvoirs – acquisition et vente de terrains et de
propriétés – du 1 janvier 2024 au 30 juin 2024**

Numéro de dossier : ACS2024-SI-HIS-0018

Rapport présenté au Comité des finances et des services organisationnels

Rapport soumis le 1er octobre 2024

**Soumis le 2024-08-26 par Geraldine Wildman, Directrice par intérim, Services des
solutions de logement et des investissements**

**Personne ressource : Peter Radke, gestionnaire, 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. 2024-265) approved by City Council on May 29, 2024, 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, licenses, and consents to enter.

The Director, Housing Solutions and Investment Services, is authorized to approve, amend, extend and execute agreements with the federal or provincial government provided that such agreements are related to supportive and affordable housing development, are consistent with the departmental mandate and are at no cost to the City, with the exception of associated operational and administrative costs that are within approved budgets.

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 2024-265 requires staff to report the exercise of delegated authority to the Finance and Corporate Services Committee on a semi-annual basis.

DISCUSSION

The former Corporate Real Estate Office (CREO), now Housing Solutions and Investment Services (HSIS) certifies that all transactions approved under delegated authority for the period of 1 January 2024 to 30 June 2024 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 2024-265.

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.

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 2024 to 30 June 2024.

DISPOSITION

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

Delegation of Authority - Acquisition of Land and Property – January 1, 2024 to June 30, 2024

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
15-Jan-24	Manager	DEL2024-CREO-0007	Fee Simple Property Acquisition of Part of 1600 Carling Avenue from Churchill Office Park Ltd.	\$161,442.60	Acquisition
19-Jan-24	Program Manager	DEL2024-CREO-0011	Fee Simple Acquisition - Natural Systems Unit - Stephen Wayne Baird - Carp Foothills	\$49,821.00	Acquisition
17-Jan-24	Program Manager	DEL2024-CREO-0012	Temporary Access Agreement - 2065 Robertson Road - CP REIT Ontario Properties Limited - Robertson Road Storm Sewer Rehabilitation Project	\$0.00	Acquisition
2-Feb-24	Director	DEL2024-CREO-0013	Fee Simple Acquisition – 1471 Bank Street – 7170513 Canada Limited – Bank Street Rehabilitation Project	\$205,938.04	Acquisition
16-Feb-24	Director	DEL2024-CREO-0021	Fee Simple Acquisition – 1355 Bank Street – Bank Towers Inc. – Bank Street Rehabilitation Project	\$417,831.50	Acquisition
28-Feb-24	Program Manager	DEL2024-CREO-0023	Fee Simple Acquisition – 1556 Bank Street – Riocan Holdings Inc. – Bank Street Rehabilitation Project	\$36,088.45	Acquisition
13-Feb-24	Program Manager	DEL2024-CREO-0025	Second Extension to Temporary Occupancy, 5380 Canotek Road, Gloucester – WCPT Ottawa Inc., Represented by Epic Investment Services Limited	\$2,379.14	Acquisition

			Partnership, by its General Partner, Epic Investment Services Inc., as the Asset Manager		
28-Feb-24	Program Manager	DEL2024-CREO-0030	Permanent Easement - 810 Canterbury Avenue - Canterbury Square, Ottawa – Revelstoke GP Inc.	\$21,785.74	Acquisition
28-Feb-24	Program Manager	DEL2024-CREO-0031	Property Acquisition - 2191 Arch Street, Ottawa – Urbandale Corporation – Integrated Canterbury Avenue, Arch Street, and Plesser Street	\$40,064.00	Acquisition
22-Feb-24	Program Manager	DEL2024-CREO-0032	Fee Simple and Easement Acquisition - West Ottawa Flow Through Project - Ottawa Community Housing Corporation - 31 McEwen Avenue	\$2.00	Acquisition
23-Feb-24	Program Manager	DEL2024-CREO-0038	Temporary Occupancy Renewal over a Portion of Property Identification Number 04517-1173 owned by Wesley Clover International Corporation for Legget Drive Culvert Replacement	\$500.00	Acquisition
5-Mar-24	Program Manager	DEL2024-CREO-0042	Acquisition of Permanent Easement over Part of 530 Laurier Avenue West from Carleton Condominium Corporation 165 for Sidewalk Modification	\$94,006.45	Acquisition
7-Mar-24	Program Manager	DEL2024-CREO-0043	Acquisition of Permanent Easement over Part of 556 Laurier Avenue West from Carleton Condominium Corporation 289 for Sidewalk Modification	\$8,285.15	Acquisition

22-Mar-24	Program Manager	DEL2024-CREO-0046	Easement Acquisition and Temporary Occupancy - Graham Creek Infrastructure Renewal Project - Kelly Bagg and Martin Petcoff - 25 Keppler Crescent	\$4,604.00	Acquisition
19-Mar-24	Program Manager	DEL2024-CREO-0048	Easement Acquisition and Temporary Occupancy Agreement - 1241 Kilborn Avenue - Homestead Land Holdings Limited - Bank Street Rehabilitation Project	\$35,646.50	Acquisition
22-Mar-24	Program Manager	DEL2024-CREO-0050	Temporary Occupancy - 1980 Ogilvie Road - Gloucester Shopping Centre - FCPT Gloucester City Centre Inc. and First Capital (Gloucester) Corporation	\$13,190.00	Acquisition
23-Apr-24	Program Manager	DEL2024-CREO-0054	Temporary Occupancy Agreement - Carlingwood Library Parking Lot Rehabilitation - OPB Realty Inc. - 2121 Carling Avenue	\$6,533.09	Acquisition
17-Apr-24	Program Manager	DEL2024-CREO-0061	Acquisition of Permanent Easement over Part of PIN 04546-0195 on Craig's Side Road from 4206991 Canada Inc. for Drainage Ditch	\$2,825.40	Acquisition
1-May-24	Program Manager	DEL2024-CREO-0064	Property Acquisition - 825 Canterbury Avenue - The Roman Catholic Episcopal Corporation of Ottawa - Integrated Canterbury Avenue, Arch Street, and Plesser Street	\$35,742.35	Acquisition
25-Jun-24	Program Manager	DEL2024-HSIS-0025	Third Amending Agreement - 87 Marsh Sparrow Private - Raymond Marc Mongrain and Monique Eva Mongrain - March Road Pump Station Conversion Project	\$3,320.68	Acquisition

25-Jun-24	Program Manager	DEL2024-HSIS-0026	Third Amending Agreement - 89 Marsh Sparrow Private - James Esler and Virginia Pavlis-Esler - March Road Pump Station Conversion Project	\$2,142.73	Acquisition
			Total Expended	\$1,142,148.82	

Delegation of Authority – Acquisition Lease of Land and Property – January 1, 2024 to June 30, 2024

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
4-Jan-24	Director	DEL2024-CREO-0001	Employment and Social Services Centre - Acquisition Lease Amendment – 2339 Ogilvie Road - 2024	\$1,635,891.40	Acquisition Lease
12-Mar-24	Program Manager	DEL2024-CREO-0009	Acquisition Sublease - 350 Comet Private Office and Hanger Space on Behalf of Ottawa Police Services	\$68,460.40	Acquisition Lease
15-Jan-24	Director	DEL2024-CREO-0010	Lease Renewal - 100 Constellation Drive - Baseline Transit Station Lands - Arnon Corporation	\$140,833.33	Acquisition Lease
20-Feb-24	Director	DEL2024-CREO-0017	Employment and Social Services Centre - Acquisition Lease Extension – 2020 Walkley Road - 2024	\$1,737,147.50	Acquisition Lease
12-Mar-24	Program Manager	DEL2024-CREO-0037	OPH Acquisition Lease Extension - OCCRC - 240 Centrum Boulevard	\$2,526.44	Acquisition Lease
6-Jun-24	Program Manager	DEL2024-HSIS-0019	Amendment to Property Acquisition Agreement and Lease Agreement - 170 Colonnade Road - William Tomlinson Enterprises Inc.	\$27,160.00	Acquisition Lease

			Total Expended	\$3,612,019.07	
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Delegation of Authority - License of Occupation (Acquisition) – January 1, 2024 to June 30, 2024

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
9-Jan-24	Program Manager	DEL2024-CREO-0003	Acquisition - License of Occupation Agreement – 2401 Cleroux Crescent – Ottawa Carleton District School Board (OCDSB)	\$1.00	License of Occupation Acquisition
7-Feb-24	Director	DEL2024-CREO-0014	250 Lanark Avenue – Acquisition - License of Occupation	\$57,525.00	License of Occupation Acquisition
20-Mar-24	Program Manager	DEL2024-CREO-0045	Facility License Agreement - Ottawa Titans Baseball Inc.	\$1,950.00	License of Occupation Acquisition
12-Jun-24	Program Manager	DEL2024-CREO-0049	License of Land Renewal Agreement - 1580 Telesat Court - OC Transpo Park and Ride - Reference Gloucester 632.1-542	\$54,000.00	License of Occupation Acquisition
27-Mar-24	Director	DEL2024-CREO-0056	250 Lanark - PWGSC Acquisition License of Occupation Amendment	\$180,613.68	License of Occupation Acquisition
23-May-24	Program Manager	DEL2024-CREO-0060	License Amendment between Ontario Power Generation Inc. and the City of Ottawa and Mississippi Valley Conservation Authority - 149 Morris Island	\$2.00	License of Occupation Acquisition

			Total Expended	\$294,091.68	
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Delegation of Authority – Disposal of Land and Property – January 1, 2024 to June 30, 2024

Approved	Approved By	Report Number	Report Title	Total Revenue	Transaction
5-Mar-24	Director	DEL2024-CREO-0018	Sale of Part of 2973 Navan Road being Part 2 on Plan 4R-35759 to 12714001 Canada Inc.	\$72,550.00	Sale
18-Mar-24	Director	DEL2024-CREO-0034	Sale of 2630 Walkley Road to National Capital Commission (Part 6 on Plan 4R-15555)	\$1,183,000.00	Sale
4-Apr-24	Manager	DEL2024-CREO-0041	Sale of Part of 501 Khamsin Street and 521 Brigatine Avenue, Part 1 and 3, on 4R-26485 to Mattamy (Fairwinds) Limited	\$22,000.00	Sale
26-Mar-24	Program Manager	DEL2024-CREO-0044	Sale of Easement - Jennie Trout Terrace - Bell Canada	\$560.00	Sale
25-Mar-24	Program Manager	DEL2024-CREO-0057	Sale of Easement - 5650 Mitch Owen Road - Enbridge Gas Inc.	\$2,000.00	Sale
10-May-24	Manager	DEL2024-HSIS-0009	Sale of Easement - 4200 Innes Road/2060 Lanthier Drive - Hydro One Networks Inc.	\$64,190.00	Sale
14-May-24	Program Manager	DEL2024-HSIS-0010	Sale of Easement - 1500 St. Laurent Boulevard - Enbridge Gas Inc.	\$81,000.00	Sale

14-Jun-24	Director	DEL2024- HSIS-0014	Sale of Road Allowance - 200 & 240 Lois Avenue - National Capital Commission.	\$30,000.00	Sale
19-Jun-24	Program Manager	DEL2024HSIS -0020	Sale of Easement - 31 Hawthorne Avenue - Rogers Communications Inc.	\$6,200.00	Sale
			Total Revenue	\$1,461,500.00	

Delegation of Authority – License of Occupation (Revenue) – January 1, 2024 to June 30, 2024

Approved	Approved	Report Number	Report Title	Total Revenue	Transaction
1-Feb-24	Program Manager	DEL2024- CREO-0019	License of Occupation with MPCT DIF DAM Lebreton Inc. and the City for a Construction Access at 615 Albert Street	\$1.00	License of Occupation Revenue
12-Mar-24	Program Manager	DEL2024- CREO-0024	License Amending and Renewal Agreement - 2346 Perkins Drive / Horace Seabrook Park - Rideau Valley Conservation Authority - Flood Warning Stream Gauge	\$1.00	License of Occupation Revenue
25-Mar-24	Program Manager	DEL2024- CREO-0039	Revenue License Renewal and Amending Agreement - 1555 Shea Road - Rogers Communications Inc.	\$14,790.12	License of Occupation Revenue
10-May-24	Manager	DEL2024- CREO-0047	Revenue License of Occupation - 1631 Stittsville Main Street - Stittsville Food Bank	\$55,732.68	License of Occupation Revenue

29-Apr-24	Director	DEL2024-CREO-0055	License of Occupation - Glenview Homes (Innes) Ltd.	\$106,692.00	License of Occupation Revenue
22-Apr-24	Program Manager	DEL2024-CREO-0063	Request to Waive Market Value to 25 Pickering Holdings Inc. - 1325 Avenue L	\$1.00	License of Occupation Revenue
12-Jun-24	Manager	DEL2024-HSIS-0003	Revenue License Extension and Amending Agreement - 100 Constellation Drive - TM Mobile Inc.	\$121,295.54	License of Occupation Revenue
			Total Revenue	\$298,513.34	

Delegation of Authority - Revenue Lease of Land and Property – January 1, 2024 to June 30, 2024

Approved	Approved By	Report Number	Report Title	Total Revenue	Transaction
22-Feb-24	Director	DEL2024-CREO-0027	795 Tweddle Road - Petrie Island Canoe Club - Land Lease	\$1.00	Revenue Lease
27-Mar-24	Director	DEL2024-CREO-0028	Revenue Lease Renewal and Amending Agreement - 1490 Youville Drive - Telus Communications Inc.	\$189,695.79	Revenue Lease
28-Mar-24	Program Manager	DEL2024-CREO-0033	8243 Victoria Street - Metcalfe Client Services Center - Rural Family Connections Inc. - Lease Amending Agreement	\$10,945.00	Revenue Lease
28-Mar-24	Director	DEL2024-CREO-0036	Third Lease Amendment and First Right of Refusal - Happy Goat LRT Café Inc. - O-Train Retail	\$619,625.13	Revenue Lease

19-Jun-24	Manager	DEL2024- HSIS-0007	10 McKittrick Drive - Commercial Lease Agreement - Kanata Sports Club Incorporated	\$168,916.99	Revenue Lease
29-May-24	Manager	DEL2024- HSIS-0016	Revenue Lease Renewal and Amending Agreement - 2170 Mer Bleue Road - Telus Communications Inc.	\$152,145.29	Revenue Lease
			Total Revenue	\$1,141,329.20	

Delegation of Authority - Waived Administration Fees – January 1, 2024 to June 30, 2024

Approved	Approved By	Report Number	Report Title	Total Waived	Transaction
23-Jan-24	Director	DEL2024- CREO-0015	Lease Amendment and Sublease Renewal - 255 Centrum Boulevard – Marie-France Lalonde, Orleans	\$600.00	Revenue Lease
12-Mar-24	Program Manager	DEL2024- CREO-0024	License Amending and Renewal Agreement - 2346 Perkins Drive / Horace Seabrook Park - Rideau Valley Conservation Authority - Flood Warning Stream Gauge	\$584.00	License of Occupation - Revenue
22-Feb-24	Director	DEL2024- CREO-0027	795 Tweddle Road - Petrie Island Canoe Club - Land Lease	\$600.00	Revenue Lease
28-Mar-24	Program Manager	DEL2024- CREO-0033	8243 Victoria Street - Metcalfe Client Services Center - Rural Family Connections Inc. - Lease Amending Agreement	\$584.00	Revenue Lease
10-May-24	Manager	DEL2024- CREO-0047	Revenue License of Occupation - 1631 Stittsville Main Street - Stittsville Food Bank	\$600.00	License of Occupation Revenue

18-Mar-24	Director	CON2024-0007	Royal Astronomical Society of Canada (RASC)– Ottawa – Parking Lot at the Carp Library	\$324.00	Consent to Enter
26-Mar-24	Director	CON2024-0011	Carleton University Department of Biology, 3330 Borrisokane Road Access - Studying Fish in Foster's Pond (Stormwater Management Pond)	\$324.00	Consent to Enter
2-Apr-24	Director	CON2024-0008	5572 Doctor Leach Dr - Manotick Community Association	\$324.00	Consent to Enter
9-Apr-24	Director	CON2024-0005	US Fish and Wildlife Service access to 7000 Soldiers Line for the purpose of collecting soil samples from Phragmites Fen	\$324.00	Consent to Enter
9-Apr-24	Director	CON2024-0015	1604 Old Wellingtons St - Kars Community and Recreation Association - the Installation of an Information Sign/Plaque at the Kars Recreation Centre	\$324.00	Consent to Enter
17-Apr-24	Director	CON2024-0017	MVCA Water Study - Mississippi Valley Conservation Authority	\$324.00	Consent to Enter
14-May-24	Manager	CON2024-0019	St. Michael's College (University of Toronto) and the Bytown Famine Monument Committee to Use Ground Penetrating Radar - McDonald Park	\$324.00	Consent to Enter
23-May-24	Manager	CON2024-0026	Mud Creek Park - SDA Natural Area	\$324.00	Consent to Enter

31-May-24	Manager	CON2024-0025	119 Darwin Street- Galetta Community Association - New Floating Patio for use During Outdoor Community Events	\$324.00	Consent to Enter
			Total Waived	\$5,884.00	