

**Subject: Delegation of Authority – Acquisition and Sale of Land and Property –
1 July 2024 to 31 December 2024**

File Number: ACS2025-SI-HSI-0008

Report to Finance and Corporate Services Committee on 1 April 2025

**Submitted on March 21, 2025 by Geraldine Wildman, Interim Director, Housing
Solutions and Investment Services**

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

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 2024 au 31 décembre 2024**

Numéro de dossier : ACS2025-SI-HSI-0008

Rapport présenté au Comité des finances et des services organisationnels

Rapport soumis le 1er avril 2025

**Soumis le 21 mars 2025 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**

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. 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 Interim 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 Housing Solutions and Investment Services (HSIS) certifies that all transactions approved under delegated authority for the period of 1 July 2024 to 31 Decembre 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, HSIS 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 (from the Engineering - Roads section) resulting from the recommendations of 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 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 2024 to 31 Decembre 2024.

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, 2024 to December 31, 2024

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
4-Jul-24	Director	DEL2024- HSIS-0024	Fee Simple and Easement Acquisition - 1500 Bank Street - The Blue Heron Mall Ltd. - Bank Street Rehabilitation Project	\$248,790.81	Acquisition
9-Jul-24	Program Manager	DEL2024- HSIS-0028	Fee Simple Acquisition - Natural Systems Unit - Crystal Armstrong - Carp Foothills	\$53,330.00	Acquisition
9-Jul-24	Program Manager	DEL2024- HSIS-0030	Temporary Occupancy - 2370 Carling Avenue - The Westwood Retirement - HCN Revera (Westwood) Inc.	\$588.53	Acquisition
9-Jul-24	Program Manager	DEL2024- HSIS-0031	Temporary Occupancy - 810 Edgeworth Avenue - Edgeworth Apartments - Homestead Land Holdings Limited	\$971.43	Acquisition
18-Jul-24	Director	DEL2024- HSIS-0032	Fee Simple and Easement Acquisition - 1525 Bank Street - Nisman Holdings Limited - Bank Street Rehabilitation Project	\$319,406.00	Acquisition
17-Jul-24	Program Manager	DEL2024- HSIS-0034	Easement Acquisition and Temporary Occupancy - 2553 Dunning Road, Cumberland - Pierre Herve Lafrance	\$20,500.00	Acquisition

17-Jul-24	Program Manager	DEL2024-HSIS-0035	Property Acquisition and Temporary Occupancy - 2353 Carling Avenue - Carling Mini Mall - Viner Assets Inc. and Seefar Holdings Limited	\$25,173.06	Acquisition
10-Sep-24	Director	DEL2024-HSIS-0040	Fee Simple Acquisition - 1 Mohrs Road - Former Township of West Carleton - The Estate of Isabelle Gertrude Story	\$385,000.00	Acquisition
24-Jul-24	Program Manager	DEL2024-HSIS-0041	Temporary Occupancy - 2385 Carling Avenue - Carling Park Apartments - Carling Park Apartments Limited	\$628.51	Acquisition
14-Aug-24	Program Manager	DEL2024-HSIS-0044	Permanent Easement - 996 Green Valley Crescent - Siva Chockalingam	\$29,270.88	Acquisition
7-Aug-24	Program Manager	DEL2024-HSIS-0045	Easement Agreement - Anderson Culvert Renewal Project - The Parc Anderson Park Life Lease Non-Profit Corporation - 4670 Piperville Road	\$20,543.00	Acquisition
19-Aug-24	Program Manager	DEL2024-HSIS-0048	Temporary Occupancy - 5557 Manotick Main Street - Peter Goyette	\$500.00	Acquisition
26-Aug-24	Program Manager	DEL2024-HSIS-0049	Temporary Occupancy Term Extension Over a Portion of Property Identification Number 04517-1173 Owned by Wesley Clover International Corporation for Legget Drive Culvert Replacement	\$202.08	Acquisition

21-Aug-24	Program Manager	DEL2024-HSIS-0053	Temporary Occupancy Term Extension Over a Portion of 302 Legget Drive Owned by 302 Legget Drive Limited Partnership for Legget Drive Culvert Replacement	\$202.08	Acquisition
8-Oct-24	Program Manager	DEL2024-HSIS-0057	Acquisition of Fee Simple Interest - Victoria Street, Metcalfe - Suzanne Gauthier and Denys Gauthier	\$52,225.07	Acquisition
10-Oct-24	Director	DEL2024-HSIS-0069	Waiver and amending Agreement - Acquisition of 1754 St. Joseph Boulevard for Transitional Housing	\$0.00	Acquisition
12-Nov-24	Director	DEL2024-HSIS-0072	Bank Street Renewal Project - Property Expropriations - Section 25 Offers - Properties in Phase 1A of the Expropriation Process	\$640,000.00	Acquisition
28-Oct-24	Program Manager	DEL2024-HSIS-0080	Reimbursement of Legal Fees for Property Acquisition and Temporary Occupancy Agreement - Belfast - Trainyards Multi-Use Pathway Project - Greengate Holdings Inc. - 740 Belfast Road	\$4,589.44	Acquisition
31-Dec-24	Program Manager	DEL2024-HSIS-0081	Easement Acquisition - Brown's Inlet Combined Sewer Replacement - National Capital Commission	\$12,201.11	Acquisition
24-Nov-24	Director	DEL2024-HSIS-0082	Earl Grey Drive Extension Project - Property Expropriations - Section 25 Offers	\$36,000.00	Acquisition
26-Nov-24	Program Manager	DEL2024-HSIS-0085	Fee Simple Property Acquisition - Baseline Transit Priority Phase - Suncor Energy Inc. - 2577 Baseline Road	\$44,218.75	Acquisition

6-Dec-24	Program Manager	DEL2024-HSIS-0087	Acquisition of Easement - Carp Road Slope Stabilization and Culvert Replacement Project - Patricia Jacqueline Bailey - 4203 Carp Road	\$3,000.00	Acquisition
6-Dec-24	Program Manager	DEL2024-HSIS-0088	Acquisition of Easement - Carp Road Slope Stabilization and Culvert Replacement Project - Janet L. Mason - 4185 Carp Road	\$565.45	Acquisition
			Total Expended	\$1,897,906.20	

Delegation of Authority – Acquisition Lease of Land and Property – July 1, 2024 to December 31, 2024

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
24-Dec-24	Director	DEL2024-HSIS-0015	738 Gladstone Avenue - Ambulance Post - Acquisition Lease Extension and Amending	\$365,295.00	Acquisition Lease
4-Dec-24	Program Manager	DEL2024-HSIS-0051	475 Elgin Street - Ottawa Police Service Parking - Lease Addendum Agreement	\$1,491,600.00	Acquisition Lease
18-Nov-24	Program Manager	DEL2024-HSIS-0076	Lease Extension and Amending Agreement - His Majesty the King in Right of Ontario as Represented by the Minister of Infrastructure	\$3,817.75	Acquisition Lease
			Total Expended	\$1,860,712.75	

Delegation of Authority - License of Occupation (Acquisition) – July 1, 2024 to December 31, 2024

Approved	Approved	Report	Report Title	Total	Transaction
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	By	Number		Expended	
8-Aug-24	Program Manager	DEL2024- HSIS-0038	Acquisition License - Hydro One Networks Inc.	\$5.00	License of Occupation Acquisition
17-Dec-24	Director	DEL2024- HSIS-0055	Acquisition License Amending Agreement - 111 Sussex Drive - Pinocchio Day Care - His Majesty the King in Right of Canada as Represented by the Minister of Public Works and Government Services	\$804,525.00	License of Occupation Acquisition
18-Oct-24	Program Manager	DEL2024- HSIS-0056	License Extension and Amending Agreement - His Majesty the King in Right of Ontario as Represented by the Minister of Infrastructure	\$1,090.34	License of Occupation Acquisition
20-Sep-24	Program Manager	DEL2024- HSIS-0063	License of Occupation Over a Portion of Property at 959 Heron Road Owned by His Majesty the King in Right of Canada - as Represented by the Minister of Public Works and Government Services (PWGSC) for the Bank Street Renewal Project	\$1.00	License of Occupation Acquisition
11-Oct-24	Program Manager	DEL2024- HSIS-0066	License of Occupation - Shoring Tie Back Agreement to 100 Argyle Avenue - Lands Adjacent to Ottawa Police Services (OPS) Headquarters - 474 Elgin Street Station	\$40,608.75	License of Occupation Acquisition
30-Oct-24	Manager	DEL2024- HSIS-0070	License of Occupation - St. Patrick Street Bridge Renewal - National Capital Commission	\$179,300.00	License of Occupation Acquisition

12-Dec-24	Manager	DEL2024- HSIS-0089	250 Lanark - PWGSC - License of Occupation - December 2024	\$59,150.00	License of Occupation Acquisition
			Total Expended	\$1,084,680.09	

Delegation of Authority – Disposal of Land and Property – July 1, 2024 to December 31, 2024

Approved	Approved By	Report Number	Report Title	Total Revenue	Transaction
23-Jul-24	Director	DEL2024- HSIS-0036	Sale of City Lands - 899 Clyde Avenue - Hydro One Networks Inc.	\$749,542.00	Sale
24-Sep-24	Program Manager	DEL2024- HSIS-0064	Sale of Easement - Olga Volk and Zora Kustec (as executrix)	\$10.00	Sale
			Total Revenue	\$749,552.00	

Delegation of Authority – License of Occupation (Revenue) – July 1, 2024 to December 31, 2024

Approved	Approved	Report Number	Report Title	Total Revenue	Transaction
23-Sep	Director	DEL2024- HSIS-0021	City Lands at 3831 Cambrian Road - 9727469 Canada Inc. (Metro Ontario Ltd.) - Revenue License of Occupation	\$238,454.70	License of Occupation Revenue
6-Sep-24	Program Manager	DEL2024- HSIS-0039	License of Occupation Between His Majesty the King in Right of Canada as Represented by the Minister of Industry, Innovation, Science and Economic	\$6,542.28	License of Occupation Revenue

			Development, Being the Minister for the Purposes of the Statistics Act (Stats Canada) - 70 Aird Place		
6-Nov-25	Manager	DEL2024- HSIS-0043	1010 Somerset Street West - Revenue License of Occupation for Parking - Claridge Homes	\$165,600.00	License of Occupation Revenue
16-Sep-24	Manager	DEL2024- HSIS-0059	Temporary License of Occupation (Tie-backs) to Ottawa Community Housing Corporation - Lands Adjacent to 933 Gladstone Avenue	\$1.00	License of Occupation Revenue
16-Sep-24	Manager	DEL2024- HSIS-0060	Temporary License of Occupation (Crane Swing) to Ottawa Community Housing Corporation - Lands Adjacent to 933 Gladstone Avenue	\$1.00	License of Occupation Revenue
24-Oct-25	Program Manager	DEL2024- HSIS-0077	License of Occupation Agreement - Shoring Tie Back Agreement to 600 Mountaineer Private - Lands Adjacent to Fire Station No. 36/Training Centre at 898 Industrial Avenue Being Part 1 on Plan 4R-34990	\$48,140.00	License of Occupation Revenue
			Total Revenue	\$458,738.98	

Delegation of Authority - Revenue Lease of Land and Property – July 1, 2024 to December 31, 2024

Approved	Approved By	Report Number	Report Title	Total Revenue	Transaction
11-Oct	Program Manager	DEL2024- HSIS-0022	1525 Princess Patricia Way - Revenue Lease Agreement - The Ottawa Education Group Inc. - 2025	\$56,748.05	Revenue Lease

29-Nov-25	Program Manager	DEL2024-HSIS-0027	Revenue Lease Agreement - 815 Shefford Road - Max Volley Inc.	\$55,000.00	Revenue Lease
15-Oct-24	Program Manager	DEL2024-HSIS-0067	474 Elgin Crane Swing Encroachment - Colonnade BridgePort - 2024	\$1.00	Revenue Lease
			Total Revenue	\$111,749.05	

Delegation of Authority - Waived Administration Fees – July 1, 2024 to December 31, 2024

Approved	Approved By	Report Number	Report Title	Total Waived	Transaction
1-Jun-24	Manager	CON2024-0018	Mississippi Valley Conservation Authority Feedmill Creek Stream Watch – 6141 Hazeldean Road	\$300.00	Consent to Enter
3-Jun-24	Manager	CON2024-0020	MacDonald Gardens Park Ground Penetrating Radar – 99 Cobourg Street	\$300.00	Consent to Enter
23 Jul-24	Manager	CON2024-0021	EnviroCentre Hidden Harvest – Fruit and Nuts Retrieval	\$300.00	Consent to Enter
6-Sep-24	Program Manager	DEL2024-HSIS-0039	License of Occupation Between His Majesty the King in Right of Canada as Represented by the Minister of Industry, Innovation, Science and Economic Development, Being the Minister for the Purposes of the Statistics Act (Stats Canada) - 70 Aird Place	\$584.00	License of Occupation Revenue
4-Nov-24	Manager	CON2024-0033	Toronto region Conservation Authority – 3561 Cambrian Road (Todds Pond) Field Training Event	\$300.00	Consent to Enter

5 Nov-24	Manager	CON2024-0036	NCC Dericho Clean Up Access Route – 1080 Hunt Club Road, 3866 Autumnwood Street	\$300.00	Consent to Enter
3-Dec-24	Manager	CON2024-0045	West Barhaven Community Association – Larkin and Moloughney Park Skating Rink Storage	\$300.00	Consent to Enter
			Total Waived	\$2,384.00	