

**Subject: Delegation of Authority – Acquisition and Sale of Land and Property –
1 June 2025 to 31 December 2025**

File Number: ACS2026-SI-HSI-0006

Report to Finance and Corporate Services Committee on 7 April 2026

**Submitted on March 25, 2026 by Lily Xu, Interim Director, Housing Solutions, Real
Estate and Investments 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 juin 2025 au 31 décembre 2025**

Numéro de dossier : ACS2026-SI-HSI-0006

Rapport présenté au Comité des finances et des services organisationnels

Rapport soumis le 7 avril 2026

**Soumis le 2026-03-25 par Lily Xu, Directrice par intérim, Services des solutions en
logement, de l'immobilier 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. 2025-69) approved by City Council on February 12, 2025 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. Schedule L sections 6 to 15 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, Real Estate and Investments 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 2025-69 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, Real Estate and Investments Services (HSREIS) certifies that all transactions approved under delegated authority for the period of 1 June 2025 to 31 December 2025 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, HSREIS 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.

The disposal of two city-owned properties, located at 2040 Arrowsmith Drive and 40 Beechcliffe Street, for not-for-profit and affordable housing under the Municipal Land Strategy, was also carried out under delegated authority at a nominal cost and is included in Document 1.

FINANCIAL IMPLICATIONS

There are no direct financial implications.

LEGAL IMPLICATIONS

There are no legal impediments to receiving the information in this report.

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

The transactions reported under delegated authority reflect routine lifecycle management of the City's real property portfolio, including land acquisitions in support of approved capital projects, disposal of surplus properties, and renewal of leases for City operations. The disposal of two properties under the Municipal Land Strategy at nominal value to not-for-profit housing providers repurposes City-owned land consistent with Council policy.

DELEGATION OF AUTHORITY IMPLICATIONS

The report fulfills the requirements of the Delegation of Authority By-law 2025-69.

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 June 2025 to 31 December 2025.

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 – June 1, 2025 to December 31, 2025

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
29-Jul-25	Program Manager	DEL2025-HSIS-0036	Acquisition of Permanent Easement in Fitzroy from Harvey Hill	\$500.00	Acquisition
4-Jul-25	Program Manager	DEL2025-HSIS-0054	Fee Simple Acquisition - Part of Hydro Corridor for the Extension of Michael Cowpland Drive - His Majesty the King in Right of Ontario - Bridlewood Trails Phase 4	\$0.00	Acquisition
4-Jul-25	Program Manager	DEL2025-HSIS-0055	Fee Simple Acquisition - Part of Hydro Corridor for the Extension of Michael Cowpland Drive - His Majesty the King in Right of Ontario	\$0.00	Acquisition
4-Jul-25	Director	DEL2025-HSIS-0078	Baseline Transit Priority Phase Project - Property Expropriations - Section 25 Offers - Properties of the Expropriation Process	\$1,504,810.45	Acquisition
9-Jul-25	Program Manager	DEL2025-HSIS-0086	Acquisition of Permanent Easement over Part of PIN04546-0195 on Craig's Side Road from 4206991 Canada Inc. for Drainage Ditch	\$3,027.30	Acquisition
14-Jul-25	Program Manager	DEL2025-HSIS-0087	Payment of Reasonable Expenses – 143 Didsbury Road, Ottawa, 1278792 Ontario Inc. – Earl Grey Drive Extension Project	\$3,000.00	Acquisition
22-Jul-25	Program Manager	DEL2025-HSIS-0088	Payment of Reasonable Appraisal Fees for Fee Simple Acquisition Negotiations - 5677 Manotick Main Street -	\$2,395.00	Acquisition

			Michael Blood - Manotick Main / Bridgeport Intersection Modification Project		
22-Jul-25	Program Manager	DEL2025-HSIS-0093	Legal Fee Reimbursement – 2040 Arrowsmith Crescent – Davidson House Allen LLP – Affordable Housing Project	\$6,793.32	Acquisition
28-Jul-26	Manager	DEL2025-HSIS-0094	Fee Simple Acquisition - 7579 Springhill Road - Sandra Lynn Alexander and Graham Mark Alexander	\$675,000.00	Acquisition
29-Jul-25	Program Manager	DEL2025-HSIS-0096	Amendment to Fee Simple Acquisition Agreement - 1600 Bank Street - Mac's Convenience Stores Inc. - Bank Street Renewal Project	\$36,741.46	Acquisition
31-Jul-25	Program Manager	DEL2025-HSIS-0097	Payment of Legal Fees - 396 Donald B. Munro Drive	\$8,226.65	Acquisition
16-Sep-25	Program Manager	DEL2025-HSIS-0099	Permanent Hydro Easement - Borrisokane / Flagstaff Left Turning Lane - Grant Castle Corp	\$1,405.00	Acquisition
13-Aug-25	Program Manager	DEL2025-HSIS-0100	Permanent Hydro Easement - Borrisokane / Flagstaff Left Turning Lane - Trustees of The Ottawa Korean Community Church	\$1,967.00	Acquisition
12-Sep-25	Program Manager	DEL2025-HSIS-0105	Fee Simple Acquisition - Hawthorne Road/Hunt Club Road - 168871 Canada Ltd.	\$14,803.88	Acquisition
20-Aug-25	Program Manager	DEL2025-HSIS-0107	Permanent Easement, 930 Carling Avenue, Ottawa – Her Majesty the Queen in Right of Canada, Represented by Agriculture and Agri-Food Canada	\$20,001.00	Acquisition

6-Oct-25	Program Manager	DEL2025-HSIS-0115	Fee Simple Acquisition - 1740 Bank Street - Gerry Strongman Holdings Limited - Bank Street Renewal Project	\$219,781.20	Acquisition
6-Oct-25	Program Manager	DEL2025-HSIS-0117	Temporary Occupancy, 1525 Fisher Avenue, Ottawa – Sara Movarekh and Maitham Shams	\$2,473.92	Acquisition
10-Nov-25	General Manager	DEL2025-HSIS-0126	Fee Simple Acquisition - 1656 Bank Street - 10098884 Canada Inc. - Bank Street Renewal Project	\$2,960,000.00	Acquisition
23-Oct-25	Program Manager	DEL2025-HSIS-0128	Permanent Storm Sewer Easement - Asset Management Easement Renewal Project - David Weinstein	\$1,501.00	Acquisition
10-Nov-25	Program Manager	DEL2025-HSIS-0129	Acquisition of Easement - Carp Road Slope Stabilization and Culvert Replacement Project - Patricia Jacqueline Bailey - 4203 Carp Road	\$5,000.00	Acquisition
9-Dec-25	Program Manager	DEL2025-HSIS-0137	Fee Simple Acquisition, Fowler Street Jock River, Richmond – Lorne W. Brown Electric Co. Ltd.	\$11,020.12	Acquisition
1-Dec-25	Program Manager	DEL2025-HSIS-0138	Fee Simple Acquisition and Temporary Occupancy Agreement - Bank Street Widening and Reconstruction Project - John David Barrett, George Thomas Barrett, Frederick William Barrett and Joan Leah Johnston, as Barrett Farm Enterprises Partnership - 4570 and 4590 Bank Street	\$66,920.00	Acquisition

23-Dec-25	Program Manager	DEL2025-HSIS-0145	Temporary Occupancy Over a Portion of 1600 Carling Avenue Owned by 1600 CARLING REGIONAL INC.	\$2,090.29	Acquisition
			Total Expended	\$5,547,457.59	

Delegation of Authority – Acquisition Lease of Land and Property – June 1, 2025 to December 31, 2025

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
31-Jul-25	Manager	DEL2025-HSIS-0017	179 Clarence Street - Ottawa Public Health - Acquisition Lease - Second Renewal	\$981,861.08	Acquisition Lease
24-Sep-25	Manager	DEL2025-HSIS-0085	3207 Vance Street - Ambulance Post - Acquisition Lease Extension and Amending Agreement	\$154,800.00	Acquisition Lease
3-Oct-25	General Manager	DEL2025-HSIS-0098	Acquisition Lease Agreement - 201 Innes Park Way - Fleet Services	\$2,288,030.00	Acquisition Lease
5-Dec-25	Program Manager	DEL2025-HSIS-0116	Acquisition Lease Agreement – 1580 Merivale Road, Suite 208 – OPH Immunization Clinic	\$325,280.00	Acquisition Lease
			Total Expended	\$3,749,971.08	

Delegation of Authority - License of Occupation Acquisition – June 1, 2025 to December 31, 2025

Approved	Approved By	Report Number	Report Title	Total Expended	Transaction
15-Aug-25	Manager	DEL2025-HSIS-0053	250 Lanark Avenue - PWGSC License of Occupation - March - July 2025	\$131,714.64	License of Occupation

					Acquisition
30-Jul-25	Program Manager	DEL2025- HSIS-0092	License of Occupation - John Street Outfall Project	\$3,181.29	License of Occupation Acquisition
17-Jul-25	Program Manager	DEL2025- HSIS-0095	Permission to Use – 214 Didsbury Road, Ottawa, His Majesty the King in Right of Ontario, Represented by the Ministry of Ontario – Earl Grey Drive Extension Project	\$6,623.05	License of Occupation Acquisition
14-Oct-25	Manager	DEL2025- HSIS-0118	Temporary License of Occupation with Canada Lands Company (CLC) - 250 Lanark	\$131,714.64	License of Occupation Acquisition
			Total Expended	\$273,233.62	

Delegation of Authority – Disposal of Land and Property – June 1, 2025 to December 31, 2025

Approved	Approved By	Report Number	Report Title	Total Revenue	Transaction
29-Jul-25	Program Manager	DEL2025- HSIS-0035	Sale of Easement - 1342 Johnston Road - Hydro One Networks Inc.	\$500.00	Sale
25-Jul-25	Program Manager	DEL2025- HSIS-0037	Sale of Easement - 1490 Youville Drive - Hydro Ottawa Limited	\$3,700.00	Sale
24-Sep-25	Director	DEL2025- HSIS-0039	Disposal of Four Untravelled Road Allowances to The National Capital Commission (the "NCC")	\$0.00	Sale

11-Jul-25	Program Manager	DEL2025-HSIS-0076	Sale of Easement - 1463 Michael Street - Hydro Ottawa Limited	\$10.00	Sale
3-Jul-25	Program Manager	DEL2025-HSIS-0082	Sale of Easement - 1500 St. Laurent Boulevard - Hydro Ottawa Limited	\$10.00	Sale
6-Aug-25	Program Manager	DEL2025-HSIS-0090	Sale of City Property - 2575 Reaneyhill Way, Osgoode - Brendan Cavan and Claudia Cameron	\$645,000.00	Sale
27-Aug-25	Program Manager	DEL2025-HSIS-0104	Sale of Easement Lands within Goward Drive and Whernside Terrace to 1158 Old Second Line Ltd.	\$85,000.00	Sale
2-Sep-25	Director	DEL2025-HSIS-0106	Conveyance of Land - Part of PIN 04449-3212 being Part of Block 176 shown as Part 1 on Plan 4M-1689 – Davidson Shea Properties Inc.	\$0.00	Sale
9-Oct-25	Director	DEL2025-HSIS-0111	Sale of Portion of Windmill Lane (To Be Closed) Part of PIN 04262-0212, Part of the Road Allowance Between Concessions 2 and 3, Ottawa Front, Township of Gloucester, as Shown as Part 1 on 4R-8552 to Ritchie & Craig Investments (Ritchie Feed and Seed)	\$198,444.00	Sale
14-Nov-25	Program Manager	DEL2025-HSIS-0112	Sale of Portion of Former Earl Armstrong Right of Way, Part of PIN 04589-1800, Part of the Road Allowance Between Lots 20 and 21 as Closed by By-law 2008-224, Broken from Concession (Rideau Front), Township of Gloucester, as Shown as Part 1, 4R-37196 to Urbandale Homes	\$35,000.00	Sale

12-Sep-25	Manager	DEL2025- HSIS-0113	Sale of City Property - 3131 Jockvale Road to 1001321275 Ontario Inc.	\$1,111,999.99	Sale
14-Oct-25	Program Manager	DEL2025- HSIS-0120	Sale of Easement - 1683 Woodward Avenue - Hydro Ottawa Limited	\$1,250.00	Sale
14-Oct-25	Program Manager	DEL2025- HSIS-0124	Sale of Easement - 2040 Arrowsmith Drive - Hydro Ottawa Limited	\$27,730.00	Sale
24-Nov-25	Director	DEL2025- HSIS-0127	Sale of Property - 2040 Arrowsmith Drive to Wigwamen Incorporated	\$2.00	Sale
4-Dec-25	Director	DEL2025- HSIS-0132	Sale of Land - Part of PIN 04657-0566 Woodfield Drive – Hydro One Networks Inc.	\$213,829.90	Sale
16-Dec-25	Manager	DEL2025- HSIS-0134	Sale of Property - 133 Forward Avenue	\$1.00	Sale
10-Dec-25	Program Manager	DEL2025- HSIS-0141	Disposal of Subterranean Rights – Part of Lane Adjacent to 159 Parkdale Avenue and Lyndale Avenue to Richcraft Highrise Rental Limited Partnership	\$479,290.00	Sale
19-Dec-25	Director	DEL2025- HSIS-0143	Sale of Property - 40 Beechcliffe Street to Habitat for Humanity National Capital Region	\$2.00	Sale
			Total Revenue	\$2,801,768.89	

Delegation of Authority – License of Occupation Revenue – June 1, 2025 to December 31, 2025

Approved	Approved	Report	Report Title	Total Revenue	Transaction
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3-Jul-25	Program Manager	DEL2025-HSIS-0073	515 Didsbury Road - License of Occupation Renewal with Mississippi Valley Conservation Authority	\$0.00	License of Occupation Revenue
1-Aug-25	Program Manager	DEL2025-HSIS-0089	License of Occupation Renewal Agreement - 615 Albert Street - DREAM	\$30,000.00	License of Occupation Revenue
15-Aug-25	Program Manager	DEL2025-HSIS-0101	License of Occupation - 1210 Brookline Avenue - Suncor Energy Product Partnership	\$54,335.00	License of Occupation Revenue
23-Sep-25	Program Manager	DEL2025-HSIS-0102	Revenue License Renewal - Immeubles Famille Claude Lauzon Limitée - 137 Murray Street	\$23,097.64	License of Occupation Revenue
2-Oct-25	Manager	DEL2025-HSIS-0108	License of Occupation Agreement - 1000 Maitland Avenue - Ministry of Transportation	\$1.00	License of Occupation Revenue
15-Oct-25	Program Manager	DEL2025-HSIS-0119	License of Occupation (Shoring Tie Back Agreement) to 596 Via Campanale Avenue (Formerly 609 Longfield's Drive) - Lands Adjacent to Future Public Transit Plaza, Block 9 of Registered Plan 4M-1463	\$43,700.00	License of Occupation Revenue
14-Dec-25	Program Manager	DEL2025-HSIS-0140	License of Occupation – 3259 Carling Avenue – Demarco Construction Limited - Parking	\$12,000.00	License of Occupation Revenue

11-Dec-25	Program Manager	DEL2025-HSIS-0144	License Renewal – Canadian Wildlife Service – Migratory Bird Banding Program – Multiple City Parcels	\$1.00	License of Occupation Revenue
			Total Revenue	\$163,134.64	

Delegation of Authority - Revenue Lease of Land and Property – June 1, 2025 to December 31, 2025

Approved	Approved By	Report Number	Report Title	Total Revenue	Transaction
23-Jul-25	General Manager	DEL2025-HSIS-0041	Centretown Citizens Ottawa Corporation - Nominal Revenue Land Lease - 140 Bronson Avenue	\$0.00	Revenue Lease
4-Jul-25	General Manager	DEL2025-HSIS-0042	Nominal Land Lease Renewal - 101 Twyford Street - Sequoia Co-Op	\$1.00	Revenue Lease
4-Jul-25	General Manager	DEL2025-HSIS-0043	Nominal Land Lease Renewal - 131 Twyford Street - Tannenhof Co-op	\$1.00	Revenue Lease
4-Jul-25	General Manager	DEL2025-HSIS-0044	Land Lease Renewal - 141 Twyford Street - Cardinus Co-op	\$1.00	Revenue Lease
4-Jul-25	General Manager	DEL2025-HSIS-0045	Nominal Land Lease - 360 London Terrace - Yule Manor Co-op	\$1.00	Revenue Lease
4-Sep-25	Director	DEL2025-HSIS-0051	Land Lease Agreement - 10 Fifth Avenue - Andrew Fleck Children's Services	\$1,295,000.00	Revenue Lease
4-Jul-25	Program Manager	DEL2025-HSIS-0056	Revenue Lease Agreement - 2035 Trim Road - Telus Communications Inc.	\$142,700.65	Revenue Lease

10-Jul-25	Program Manager	DEL2025-HSIS-0074	Revenue Extension and Amendment Agreement - 1585 Tenth Line Road - Lifemark Health Corp.	\$474,988.80	Revenue Lease
11-Aug-25	Director	DEL2025-HSIS-0079	Revenue Lease - Service Ontario Counters – Fourth Lease Extension and Amending Agreement	\$1,879,290.00	Revenue Lease
23-Sep-25	Program Manager	DEL2025-HSIS-0109	Lease - 5572 Doctor Leach Drive – Andrew Fleck Children’s Service Operating the Manotick Cooperative Nursery School	\$180,859.50	Revenue Lease
			Total Revenue	\$3,972,842.95	

Delegation of Authority - Waived Administration Fees – June 1, 2025 to December 31, 2025

Approved	Approved By	Report Number	Report Title	Total Waived	Transaction
23-Jul-25	General Manager	DEL2025-HSIS-0041	Centretown Citizens Ottawa Corporation - Nominal Revenue Land Lease - 140 Bronson Avenue	\$1,200.00	Revenue Lease
4-Sep-25	Director	DEL2025-HSIS-0051	Land Lease Agreement - 10 Fifth Avenue - Andrew Fleck Children's Services	\$1,200.00	Revenue Lease
3-Jul-25	Program Manager	DEL2025-HSIS-0073	515 Didsbury Road - License of Occupation Renewal with Mississippi Valley Conservation Authority	\$1,200.00	License of Occupation Revenue
11-Aug-25	Director	DEL2025-HSIS-0079	Revenue Lease - Service Ontario Counters – Fourth Lease Extension and Amending Agreement	\$620.00	Revenue Lease

2-Oct-25	Manager	DEL2025- HSIS-0108	License of Occupation Agreement - 1000 Maitland Avenue - Ministry of Transportation	\$1,200.00	License of Occupation Revenue
23-Sep-25	Program Manager	DEL2025- HSIS-0109	Lease - 5572 Doctor Leach Drive – Andrew Fleck Children’s Service Operating the Manotick Cooperative Nursery School	\$620.00	Revenue Lease
11-Dec-25	Program Manager	DEL2025- HSIS-0144	License Renewal – Canadian Wildlife Service – Migratory Bird Banding Program – Multiple City Parcels	\$620.00	License of Occupation Revenue
14-Aug-25	Manager	CON2025- 0029	Envirocentre – Hidden Harvest Produce Gathering on City Property for Local Food Banks	\$310.00	Consent to Enter
12-Sep-25	Manager	CON2025- 0033	Chinatown Coffee Expo-Community Event Hosted by Local BIA	\$310.00	Consent to Enter
20-Nov-25	Manager	CON2025- 0042	Carleton University Stormwater Pond Access – Access to Multiple Stormwater Sites in Order to Conduct Research	\$310.00	Consent to Enter
10-Oct-25	Manager	CON2025- 0043	Korean Dance Event – Community Event Hosted by Local BIA for Korean Dance	\$310.00	Consent to Enter
			Total Waived	\$7,900.00	