

APPENDIX A-1

(The 1998 Delegation of Authority in Real Property Matters authorized by Corporate Services Committee 11(1) – July 29, 30 and 31, 1998)

A. Council will have approval authority for:	B. Chief Administrative Officer (City Manager) will have approval authority for:	C. Commissioner of Corporate Services (Chief Corporate Officer) will have approval authority for:
<ol style="list-style-type: none"> 1. when dealing with the disposal/grant of a part or the entire interest in City land: <ol style="list-style-type: none"> (a) declaring property surplus; and (b) the actual sale transactions (other than those minor or nominal conveyances specifically delegated elsewhere). 2. the acquisition by the City of part or the entire interest in land (including easements) if the value of the land exceeds \$500,000.00. 3. leases/licenses (excluding permits) where the City is the landlord: <ol style="list-style-type: none"> (a) if the term exceeds ten (10) years including periods of options; (b) if the total payment exceeds \$500,000.00; and (c) where the consideration is nominal, if the term is longer than two (2) weeks. 	<ol style="list-style-type: none"> 1. relating to the disposal/grant of a part or the entire interest in City land: <ol style="list-style-type: none"> (a) authorizing sale process (but not the ultimate transaction); and (b) authorizing the issuance of Proposal Calls and Expressions of Interest. 2. acquisitions of part or the entire interest in land (including easements) if funded in an approved budget, and the purchase price is \$500,000.00 or less. 3. leases/licenses (excluding permits) where the City is the Landlord: <ol style="list-style-type: none"> (a) if the term is between three (3) years and ten (10) years (including periods of option), and if the rent is at market rates, where the total payment is \$500,000.00 or less. 	<ol style="list-style-type: none"> 1. relating to the disposal/grant of a part or the entire interest in City land: <ol style="list-style-type: none"> (a) those conveyances for nominal consideration to TRCA of lands in the Don Valley declared surplus to the Transportation Department; and (b) easements for nominal sum to utilities (including those to protect utilities when roads lands declared surplus). 2. leases/licences (excluding permits) where the City is the Landlord: <ol style="list-style-type: none"> (a) for periods of two (2) weeks or less if the payment is nominal; (b) consenting to assignments by the Tenant; (c) notices of lease and sublease; and (d) Consent/Non Disturbance Agts. (e) if the term is less than three (3) years, and if rent is at market value, where the total payment is \$500,000.00 or less; and (f) exercise by the Tenant of Renewal Option if generally on the same terms, but may include different rent, as long as at market rate. 3. leases where the City is the Tenant, if the term is three (3) months or less.

A. Council will have approval authority for:	B. Chief Administrative Officer (City Manager) will have approval authority for:	C. Commissioner of Corporate Services (Chief Corporate Officer) will have approval authority for:
<p>4. leases where the City is the Tenant:</p> <ul style="list-style-type: none"> (a) If the term is ten (10) years or more (including periods of option); and (b) the exercise of Renewal Options to periods of ten (10) years or more. <p>5. the establishment of administrative fees for the preparation of property documentation.</p> <p>6. expropriation:</p> <ul style="list-style-type: none"> (a) authority to make application for Approval to Expropriate; (b) approval to Expropriate (Register Plan & By-law); (c) statutory offer of compensation, where the payments is more than \$500,000.00; (d) settlements above statutory offer, where the payment is more than \$250,000.00; (e) Section 30 Agreements where the payment is more than \$500,000.00 	<p>4. leases where the City is the Lessee:</p> <ul style="list-style-type: none"> (a) if the term is more than three (3) months, but less than ten (10) years (including option period); and (b) the exercise of Renewal Options for periods less than ten (10) years. <p>5. expropriations:</p> <ul style="list-style-type: none"> (a) statutory offer of compensation, where the payment is \$500,000.00 or less; (b) settlements above statutory offer, where the payment is \$250,000.00 or less; and (c) Section 30 Agreements, where the payment is \$500,000.00 or less. <p>6. jurisdictional transfer of real property from one department, agency, board or commission to another.</p>	<p>4. acquisitions of part or the entire interest in land (including easements) if funded in an approved budget:</p> <ul style="list-style-type: none"> (a) title for nominal consideration, including road widenings; and (b) easements for nominal consideration, including from TRCA <p>5. miscellaneous:</p> <ul style="list-style-type: none"> (a) Cautions; (b) initiate first registrations (Land Titles Act); and (c) Consents/Waivers (to registrations under the Land Titles Act). <p>6. Releases/Discharges/Surrenders of expired or unnecessary agreements, including easements.</p>