

Community Space Tenancy Lease Agreement with WoodGreen Community Services – 90 Mill Street and 373 Front Street East

Date: July 6, 2026
To: General Government Committee
From: Executive Director, Social Development; and
Executive Director, Corporate Real Estate Management
Wards: Ward 13 – Toronto Centre

SUMMARY

This report seeks City Council authority to enter into a Community Space Tenancy (“CST”) sub-sublease agreement (the “Lease”) with WoodGreen Community Services, as the sub-subtenant for approximately 5,015 square feet of community space subleased by the City and located at 90 Mill Street and 373 Front Street East (the “Leased Premises”) that supports the delivery of social and community-based services.

Consistent with the CST Policy ([2017.EX28.8](#)), WoodGreen Community Services was selected through a competitive Request for Expressions of Interest (REOI) process. Applications were evaluated against established criteria, including organizational capacity, financial sustainability, alignment with City priorities, and demonstrated ability to respond to local service needs.

WoodGreen Community Services’ mandate is to enhance self-sufficiency, promote well-being and reduce poverty through innovative solutions to critical social needs. The community space at 90 Mill Street and 373 Front Street East will provide a strategic opportunity for WoodGreen Community Services to deliver integrated, accessible services that support healthy aging, social connection, economic stability, newcomer and youth inclusion, and community-driven, barrier-free programming in a rapidly growing neighbourhood.

RECOMMENDATIONS

The Executive Director, Social Development and the Executive Director, Corporate Real Estate Management recommend that:

1. City Council authorize the City to enter into a Community Space Tenancy sub-sublease agreement (the “Lease”) at below market rent with WoodGreen Community Services (the “Tenant”) for the premises subleased by the City located at 90 Mill Street and 373 Front Street East (the “Leased Premises”), as illustrated in the attached Appendix A to the report (July 6, 2026) from the Executive Director, Social Development and the Executive Director, Corporate Real Estate Management for a ten-year term with an option to extend for a further ten-year period, in accordance with the City's Community Space Tenancy Policy and substantially on the terms and conditions set out in the attached Appendix B to the report (July 6, 2026) from the Executive Director, Social Development and the Executive Director, Corporate Real Estate Management and on such other or amended terms and conditions acceptable to the Executive Director, Corporate Real Estate Management, and in a form acceptable to the City Solicitor.
2. City Council authorize each of the Deputy City Manager, Corporate Services, and the Executive Director, Corporate Real Estate Management, severally to execute the Lease, and any related or required documents on behalf of the City to give effect to the Lease.
3. City Council authorize the Executive Director, Corporate Real Estate Management, in consultation with the Executive Director, Social Development, to administer and manage the Lease including the provision of any amendments, consents, approvals, waivers, notices, and notices of termination, provided that the Executive Director, Corporate Real Estate Management may, at any time, refer consideration of such matters (including their content) to City Council for its determination and direction.
4. City Council authorize the Executive Director, Social Development, to execute a service level agreement with the Tenant in respect of the Lease at the Leased Premises, in accordance with the City's Community Space Tenancy Policy, on terms satisfactory to the Executive Director, Social Development, and in a form satisfactory to the City Solicitor.

FINANCIAL IMPACT

The Lease will provide the Tenant with a gross floor area of approximately 5,015 square feet of community space for nominal rent. In accordance with the terms of the Lease and the Community Space Tenancy Policy, all operating costs, maintenance costs, and realty taxes for the Leased Premises will be the responsibility of the Tenant resulting in no operating costs to the City.

The Lease will be provided at a nominal rate of \$2 plus HST per year. As a result, the total opportunity cost of the Lease over the ten (10) year term is estimated to be \$823,700 plus HST. The total opportunity cost of the option to extend for a further ten (10) year term is approximately \$1,004,100 plus HST. This represents a total sum of \$1,827,800 plus HST over the potential 20-year term, with a Net Present Value of \$1,078,600 plus HST.

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the information as presented in the Financial Impact Section.

EQUITY IMPACT STATEMENT

The provision of accessible, affordable community space within City facilities is a key tool for advancing equity and inclusive service delivery. Community Space Tenancy arrangements enable not-for-profit organizations to deliver low-barrier programs and locally responsive services to residents who face systemic barriers. Without such space, equity-deserving populations face reduced access to much-needed services.

The community space at 90 Mill Street and 373 Front Street East is located in the St Lawrence-East Bayfront-The Islands neighbourhood. This diverse, mixed-income neighbourhood has significant pockets of vulnerability and faces persistent socioeconomic challenges, including limited access to employment, high housing costs, and affordability pressures driven by rapid waterfront development and intensification. These factors contribute to ongoing health inequities and barriers to accessing services, particularly for lower-income households, seniors living alone, and racialized and immigrant communities.

WoodGreen Community Services will deliver inclusive, low-barrier programming that strengthens community connections, supports economic stability, and prioritizes vulnerable populations, including seniors and newcomers. Their approach provides immediate support alongside long-term efforts to reduce social isolation, improve access to services, and enhance the overall social and economic well-being of all community members.

DECISION HISTORY

At its meeting on October 27, 28 and 29, 2020, City Council adopted the report entitled, “373 Front Street East and 90 Mill Street - Zoning Amendment and Lifting of the “(h)” Holding Symbol Applications - Final Report”, which amends the Zoning By-law to permit two 8 to 13-storey buildings and one 11-storey building, including a 481 square metre community space at 373 Front Street East and 90 Mill Street, secured as a community benefit through a Section 37 Agreement.

<https://secure.toronto.ca/council/agenda-item.do?item=2020.TE19.5>

At its meeting on November 7, 8 and 9, 2017, City Council adopted the Community Space Tenancy Policy, providing the City with a process for leasing City-owned and managed space in a consistent, fair, accountable, and transparent approach. The Community Space Tenancy Policy came into effect on January 1, 2018.

<https://secure.toronto.ca/council/agenda-item.do?item=2017.EX28.8>

COMMENTS

The community space at 90 Mill Street and 373 Front Street East is part of a mixed-use development consisting of three 11- to 13-storey market rate and affordable rental buildings, located on lands owned by the Province of Ontario and ground leased to the developer, WDL 3/4/7 LP (the "Developer"). Pursuant to the requirements of a Development Agreement between the Province, the Developer and the City, the Developer subleased to the City a 5,015 square foot community facility on the ground floor. The sublease is for nominal rent and has a term expiring on May 2, 2117 (one day prior to the expiry of the ground lease). The Developer is responsible for maintenance and repair costs of structural and service elements, shared facilities and common area caretaking costs, utilities, realty taxes and land transfer taxes. The City is responsible for maintenance and repair of the interior of the Leased Premises, and any repair due to the City's or community space operator's actions. Once completed, the community space will be occupied by a not-for-profit organization that will deliver community and social services to the St Lawrence-East Bayfront-The Islands neighbourhood.

Securing Tenancy Through a Competitive and Transparent Process

The City of Toronto has an established practice of providing City-owned or City-leased community space to not-for-profit community and cultural organizations at below-market rents, supporting City Council priorities related to equity, inclusion, and community well-being. These organizations serve as key service delivery partners, providing programs and supports that address identified local needs. The City Council approved [\(2017.EX28.8\)](#) CST Policy establishes a consistent, fair, accountable, and transparent guide to leasing of City-owned or City-managed space for community use.

In accordance with the CST Policy, a competitive REOI selection process was conducted over 2025 and into early 2026 to sub-sublease 5,015 square feet of community space, ensuring a fair, transparent, and consistent approach, which included:

- Publicly issued REOIs outlining eligibility requirements, space details, and evaluation criteria;
- Information sessions outlining the REOI requirements and opportunity to ask clarifying questions;
- Equitable access to one-on-one technical support during the application window;
- Submission and eligibility screening to confirm organizational compliance with CST Policy requirements;
- Evaluation by interdivisional assessment committees against established criteria, including organizational capacity, financial sustainability, alignment with City priorities, community impact, and proposed service delivery; and
- Consensus-based recommendations, resulting in the identification of a not-for-profit organization based on merit and with the demonstrated ability to operate a community space.

Advancing Community Impact through Selection of a New Tenant

The REOI process resulted in the selection of WoodGreen Community Services, an established not-for-profit organization with more than 80 years of experience developing innovative, evidence-informed solutions to meet critical social needs across the city. WoodGreen's service model responds to the needs of those most at risk by expanding programs to address identified service gaps and adapting to an evolving social service landscape.

At 90 Mill Street and 373 Front Street, WoodGreen Community Services will deliver a dynamic space anchored by a seniors' active living centre. There will be low-barrier social, recreational, health, and wellness programming at the site. In addition, there will be workshops, cultural events, and multigenerational programming that leverages local partnerships to create an inclusive environment that supports knowledge exchange and innovation. Key services include:

- *Healthy Aging and Wellness*: Seniors Active Living Centre (SALC), health programs, fitness, and aging-in-place supports
- *Community Connection and Social Inclusion*: Daily programming, intergenerational activities, cultural events, and volunteer engagement
- *Economic Stability and Food Security*: Community-based employment readiness support, skills development, financial literacy education, and food security programming
- *Newcomer and Youth Supports*: Settlement services, language programs, mentorship, and leadership development
- *Accessible and Inclusive Community Infrastructure*: Low-barrier, accessible community space with social and educational programming, including digital inclusion, assistive technologies, and community-informed program design

CONTACT

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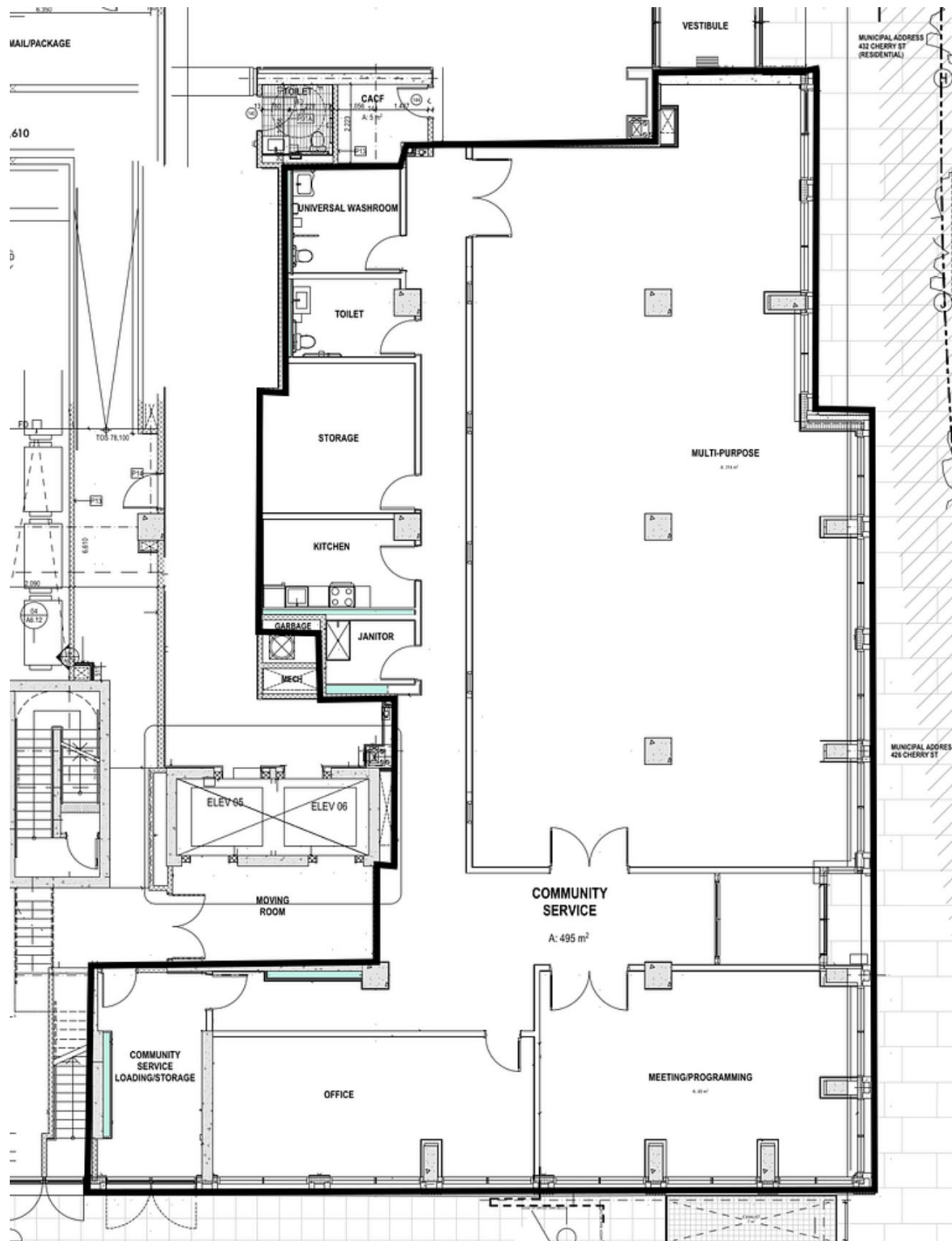
ATTACHMENTS

Appendix A – Floor Plan of Leased Premises

Appendix B – Major Terms and Conditions of Lease

Appendix A - Floor Plan of Leased Premises

Ground Floor



Appendix B - Major Terms and Conditions of Lease

Property	90 Mill Street and 373 Front Street East, Toronto ON M5A 4T3
Sub-sublandlord:	City of Toronto (the “City”)
Sub-subtenant	WoodGreen Community Services (the “Tenant”)
Leased Premises:	Approximately 5,015 square feet of dedicated space on the ground floor of the Property, as shown in Appendix A.
Commencement Date:	Estimated to commence on January 1, 2027, or other such date as determined by the Executive Director, Corporate Real Estate Management
Term:	Ten years beginning on the Commencement Date
Option to Extend:	Provided the Tenant retains its not-for-profit status and is not in default under the Lease, the Tenant has the option to extend the Lease Term for an additional 10-year term, on the same terms and conditions as the Lease, save and except for any further right of extension.
Use:	The Leased Premises shall be used and be continually operated by the Tenant throughout the Term for the purpose of non-profit social, cultural, and community support services as outlined in the Service Level Agreement, and as outlined in the body of this Report.
Basic Rent:	\$20.00 plus HST payable up front in advance, at a rate of \$2.00 (two dollars CAD) per annum, which shall be deemed to have been paid on the Commencement Date of the Lease agreement.
Additional Rent:	The Tenant shall be responsible to pay for all operating costs, common area maintenance, applicable taxes, insurance and other costs for the Leased Premises to the extent payable by the City under its sublease. This includes but is not limited to costs and expenses such as utilities, security, landscaping, window cleaning, waste collection, snow removal, routine maintenance and repairs and other such costs. Additional Rent is subject to annual reconciliations and budget adjustments, and the Tenant shall be responsible for the actual costs incurred each year.
Net Lease:	The Lease shall be absolutely net to the City. During the Term or any extension or renewal thereof, the Tenant shall be responsible for all applicable costs, taxes, charges, expenses, and outlays of any nature whatsoever arising from or relating to the use, operation and occupancy of the Leased Premises, to the extent payable by the City under its sublease.
Standard CST Lease Template:	The Lease shall be drafted on the City’s standard Community Space Tenancy Lease template, which shall contain such further revisions and other terms and conditions as may be satisfactory to the Executive Director, Corporate Real Estate Management, and in a form acceptable to the City Solicitor.
Early Termination:	The City shall have the right to terminate the Lease for any purpose at any time during the Term and any renewal/extension thereof upon providing the Tenant with sixty (60) days’ prior written notice.

Insurance:	Prior to the commencement of the Term and on an annual basis, the Tenant shall provide proof of insurance in accordance with the City's insurance requirements outlined in the Lease. This includes, but is not limited to, comprehensive general liability insurance with limits of not less than Ten Million Dollars (\$10,000,000.00) per occurrence, and any other insurance as required under the City's community space sublease.
Indemnity by Tenant:	The Tenant shall release the City, its officer, employees, agents, contractors and representatives from and against all loss or damage arising from the Lease and indemnify the City from any claims relating to work done at the Leased Premises and any hazardous materials.
Assignment and Sub-leasing:	The use of the Leased Premises by any person other than the Tenant, without City consent, is an event of default. The Tenant may sublease to no more than two subtenants, with the Developer's and City's consent, provided the subtenants meet the CST Policy eligibility requirements and an REOI was conducted as required by the CST Policy.
Condition of Leased Premises:	The Tenant shall accept the Leased Premises in an "as is" condition.
Leasehold Improvements:	Any leasehold improvements undertaken by the Tenant shall be conditional on the City's approval. All of the Tenant's leasehold improvements shall become the property of the City.
Community Space Sublease	The Leased Premises are subject to the Community Space Sublease (the "Sublease"), dated October 20, 2025, between the Developer, as sublandlord, and the City, as subtenant. The Tenant shall not cause the City to be in breach of its obligations under the Sublease. The Tenant acknowledges and agrees that the use of the Leased Premises shall not: (i) cause safety issues for other occupants of the Development; (ii) involve excessive and/or unreasonable transference of noise, vibration and other disturbances that would materially detrimentally affect the reasonable use and occupation of the residential premises within the Development; (iii) include any activity that would interfere with, or be materially detrimental to, the residential uses of the Development; and/or (iv) include any activity that would compromise the reputation of the Province or the nature or value of the Development. The Tenant shall co-operate with the Developer in permitting the development to maintain a LEED Gold and Toronto Green Standard Tier 1 rating. The Tenant shall release and indemnify the Developer from any liability and claims related to the Leased Premises. The Tenant shall have the use of the parking pass provided to the City under the Sublease.