

**DELEGATED APPROVAL FORM  
CHIEF CORPORATE OFFICER  
DIRECTOR OF REAL ESTATE SERVICES**

**TRACKING NO.: 2017-200**

- Approved pursuant to the Delegated Authority contained in Executive Committee Item EX43.7 entitled "Delegation of Authority in Certain Real Estate Matters" adopted by City Council on May 11 and 12, 2010 (Confirmatory By-law No. 532-2010, enacted on May 12, 2010), as amended by GM24.9 entitled "Minor Amendments to Delegation of Authority in Certain Real Estate Matters" adopted by City Council on October 8, 9, 10 and 11, 2013 (Confirmatory By-Law No. 1234-2013, enacted on October 11, 2013), as amended by DAF 2013-307 and DAF 2014-087; and further amended by EX44.22 entitled "Strategic Property Acquisitions" adopted by City Council on August 25, 26, 27 and 28, 2014 (Confirmatory By-law No.1074-2014, enacted on August 28, 2014), and further amended by GM16.16 entitled "Transit Shelter Property Acquisitions" adopted by City Council on December 13, 14 and 15, 2016 (Confirmatory By-Law No. 1290-2016, enacted on December 15, 2016).
- Approved pursuant to the Delegated Authority contained in Executive Committee Item EX33.44 entitled "Union Station Revitalization Implementation and Head Lessee Selection" adopted by City Council on August 5 and 6, 2009. City Council confirmatory By-law No. 749-2009, enacted on August 6, 2009.

|                |               |            |                      |
|----------------|---------------|------------|----------------------|
| Prepared By:   | Simona Rasanu | Division:  | Real Estate Services |
| Date Prepared: | July 27, 2017 | Phone No.: | 416-397-7682         |

|                         |   |
|-------------------------|---|
| <b>Purpose</b>          | To obtain authority to enter into an access licence agreement (the "Licence Agreement") with Bohdan Czynsky and Luba Krekhovetsky (collectively, the "Licensee"), the owners of the property located at 243 Keele Street, to allow the use of a portion of the City-owned vacant strip known as 382R Indian Grove for ingress and egress to access the rear of its 243 Keele St property.   |
| <b>Property</b>         | Portion of lands known as 382R Indian Grove and described as Part of Lots 44, 45, 46 and 47, Plan M41, and Part of Lot 6, Plan M66, shown as the cross-hatched portion of Part 1 on Sketch No. 2015-087 on Appendix "A" (the "Licensed Area").  |
| <b>Actions</b>          | <ol style="list-style-type: none"> <li>The City enter into the Licence Agreement with the Licensee on the terms and conditions outlined in Appendix "B", and on such other amended terms and conditions as deemed appropriate by the Chief Corporate Officer (the "CCO") or designate, and in a form satisfactory to the City Solicitor.</li> <li>The CCO administer and manage the Licence Agreement, including the provision of any consent, approvals, waivers, notices and notices of termination provided that the CCO may, at any time, refer consideration of such matter to City Council for its determination and direction.</li> <li>The appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.</li> </ol>  |
| <b>Financial Impact</b> | <p>The City will receive a total licence fee from the Licensee over the proposed initial five (5) year term of \$3,122.42 (plus HST) or \$3,177.37 (net of HST recoveries).</p> <p>The Deputy City Manager &amp; Chief Financial Officer has reviewed this DAF and agrees with the financial impact information.</p>  |
| <b>Comments</b>         | <p>The City of Toronto acquired the vacant strip of land now known as 382R Indian Grove (the "City Lands"), located between Indian Grove and Keele Street, in 1934 through the tax sale process. The City Lands are located at the rear of a number of properties fronting on Indian Grove and Keele Street, including 243 Keele Street, which is owned by the Licensee. The City Lands have not been dedicated as a public lane. The City Lands are accessed by a public lane from Indian Grove and Keele Street.</p> <p>The Licensee has expressed interest in using the Licensed Area as a right-of-way to access the rear of its property substantially on the terms and conditions outlined in Appendix "B" as it does not have a parking driveway at the front of its property.</p> <p>Real Estate Services considers the proposed Licence Agreement to be fair and reasonable.</p> |
| <b>Terms</b>            | Please see Appendix "A".  |

|          |                           |  |
|----------|---------------------------|--|
| <b>A</b> | <b>Ward:</b>              | 14 – Parkdale-High Park                            |
|          | <b>Approximate Area:</b>  | 269 m <sup>2</sup> ± ( 2,895.49 ft <sup>2</sup> ±) |
|          | <b>Other Information:</b> | Vacant land  |

| A.   | Director of Real Estate Services has approval authority for:   | Chief Corporate Officer has approval authority for:  |
|--|--|--|
| 1. Acquisitions:   | <input type="checkbox"/> Where total compensation does not exceed \$1 Million.   | <input type="checkbox"/> Where total compensation does not exceed \$3 Million.   |
| 2. Expropriations:   | <input type="checkbox"/> Statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$1 Million.   | <input type="checkbox"/> Statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$3 Million.   |
| 3. Issuance of RFPs/REOs:  | <b>Delegated to a more senior position.</b>  | <input type="checkbox"/> Issuance of RFPs/REOs.  |
| 4. Permanent Highway Closures:   | <b>Delegated to a more senior position.</b>  | <input type="checkbox"/> Initiate process & authorize GM, Transportation Services to give notice of proposed by-law.   |
| 5. Transfer of Operational Management to ABCDs:  | <b>Delegated to a more senior position.</b>  | <input type="checkbox"/> Transfer of Operational Management to ABCDs.  |
| 6. Limiting Distance Agreements:   | <input type="checkbox"/> Where total compensation does not exceed \$1 Million.   | <input type="checkbox"/> Where total compensation does not exceed \$3 Million.   |
| 7. Disposals (including Leases of 21 years or more):                                   | <input type="checkbox"/> Where total compensation does not exceed \$1 Million.   | <input type="checkbox"/> Where total compensation does not exceed \$3 Million.   |
| 8. Exchange of land in Green Space System & Parks & Open Space Areas of Official Plan: | <b>Delegated to a more senior position.</b>  | <input type="checkbox"/> Exchange of land in Green Space System and Parks and Open Space Areas of Official Plan.   |
| 9. Leases/Licences (City as Landlord/Licensor):  | N/A  |  |
| 10. Leases/Licences (City as Tenant/Licensee):   | <input checked="" type="checkbox"/> (a) Where total compensation (including options/renewals) does not exceed \$1 Million;   | <input type="checkbox"/> (a) Where total compensation (including options/renewals) does not exceed \$3 Million;  |
| 11. Easements (City as Grantor):   | <input type="checkbox"/> (b) Where compensation is less than market value, for periods not exceeding three (3) months, including licences for environmental assessments and/or testing, etc.                           | <input type="checkbox"/> (b) Where compensation is less than market value, for periods not exceeding six (6) months, including licences for environmental assessments and/or testing, etc.                               |
| 12. Easements (City as Grantee):   | <input type="checkbox"/> Where total compensation (including options/renewals) does not exceed \$1 Million.  | <input type="checkbox"/> Where total compensation (including options/renewals) does not exceed \$3 Million.  |
| 13. Revisions to Council Decisions in Real Estate Matters:                             | <input type="checkbox"/> (a) Where total compensation does not exceed \$1 Million.   | <input type="checkbox"/> Where total compensation does not exceed \$3 Million.   |
| 14. Miscellaneous:   | <input type="checkbox"/> (b) When closing road, easements to pre-existing utilities for nominal consideration.   | <b>Delegated to a less senior position.</b>  |
|  | <input type="checkbox"/> Where total compensation does not exceed \$1 Million.   | <input type="checkbox"/> Where total compensation does not exceed \$3 Million.   |
|  | <input type="checkbox"/> Amendment must not be materially inconsistent with original decision (and may include increase not to exceed the amount of the original decision by the lesser of 10 per cent and \$500,000). | <input type="checkbox"/> Amendment must not be materially inconsistent with original decision (and may include increase not to exceed the amount of the original decision by the lesser of 10 per cent and \$1 Million). |
|  | <input type="checkbox"/> (a) Approvals, Consents, Notices and Assignments under all Leases/Licences;   | <input type="checkbox"/> (a) Approvals, Consents, Notices and Assignments under all Leases/Licences;   |
|  | <input type="checkbox"/> (b) Releases/Discharges;  | <input type="checkbox"/> (b) Releases/Discharges;  |
|  | <input type="checkbox"/> (c) Surrenders/Abandonments;  | <input type="checkbox"/> (c) Surrenders/Abandonments;  |
|  | <input type="checkbox"/> (d) Enforcements/Terminations;  | <input type="checkbox"/> (d) Enforcements/Terminations;  |
|  | <input type="checkbox"/> (e) Consents/Non-Disturbance Agreements/Acknowledgements/Estoppels/Certificates;  | <input type="checkbox"/> (e) Consents/Non-Disturbance Agreements/Acknowledgements/Estoppels/Certificates;  |
|  | <input type="checkbox"/> (f) Objections/Waivers/Cautions;  | <input type="checkbox"/> (f) Objections/Waivers/Cautions;  |
|  | <input type="checkbox"/> (g) Notices of Lease and Sublease;  | <input type="checkbox"/> (g) Notices of Lease and Sublease;  |
|  | <input type="checkbox"/> (h) Consent to regulatory applications by City, as owner;   | <input type="checkbox"/> (h) Consent to regulatory applications by City, as owner;   |
|  | <input type="checkbox"/> (i) Consent to assignment of Agreement of Purchase/Sale; Direction re Title;  | <input type="checkbox"/> (i) Consent to assignment of Agreement of Purchase/Sale; Direction re Title;  |
|  | <input type="checkbox"/> (j) Documentation relating to Land Titles applications;   | <input type="checkbox"/> (j) Documentation relating to Land Titles applications;   |
|  | <input type="checkbox"/> (k) Correcting/Quit Claim Transfer/Deeds.   | <input type="checkbox"/> (k) Correcting/Quit Claim Transfer/Deeds.   |

**B. Chief Corporate Officer and Director of Real Estate Services each has signing authority on behalf of the City for:**

- 1. Agreements of Purchase and Sale and all implementing documentation for purchases, sales and land exchanges not delegated to staff for approval.
- 2. Expropriation Applications and Notices following Council approval of expropriation.
- 3. Documents required to implement the delegated approval exercised by him or her.

**Chief Corporate Officer also has approval authority for:**

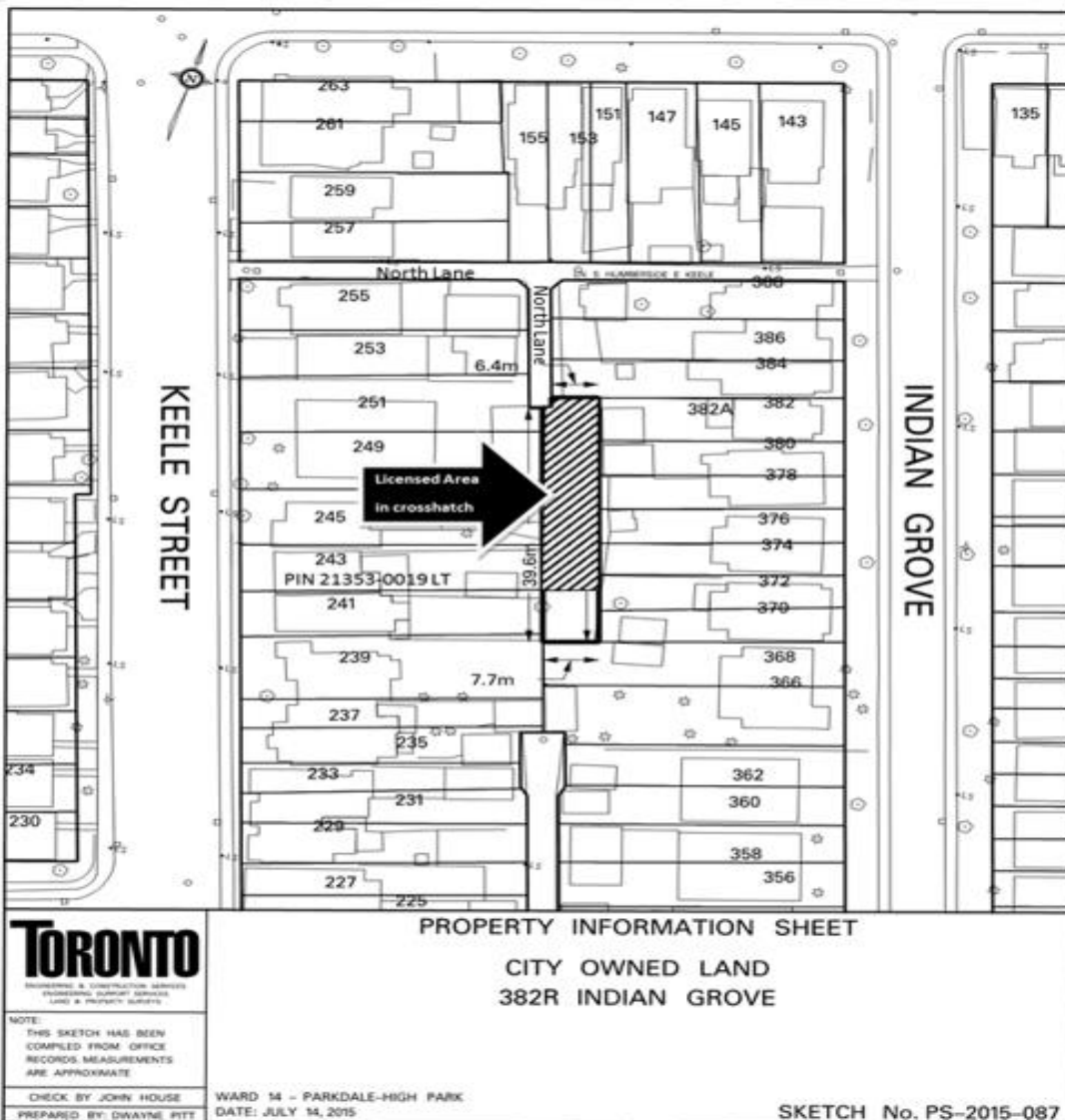
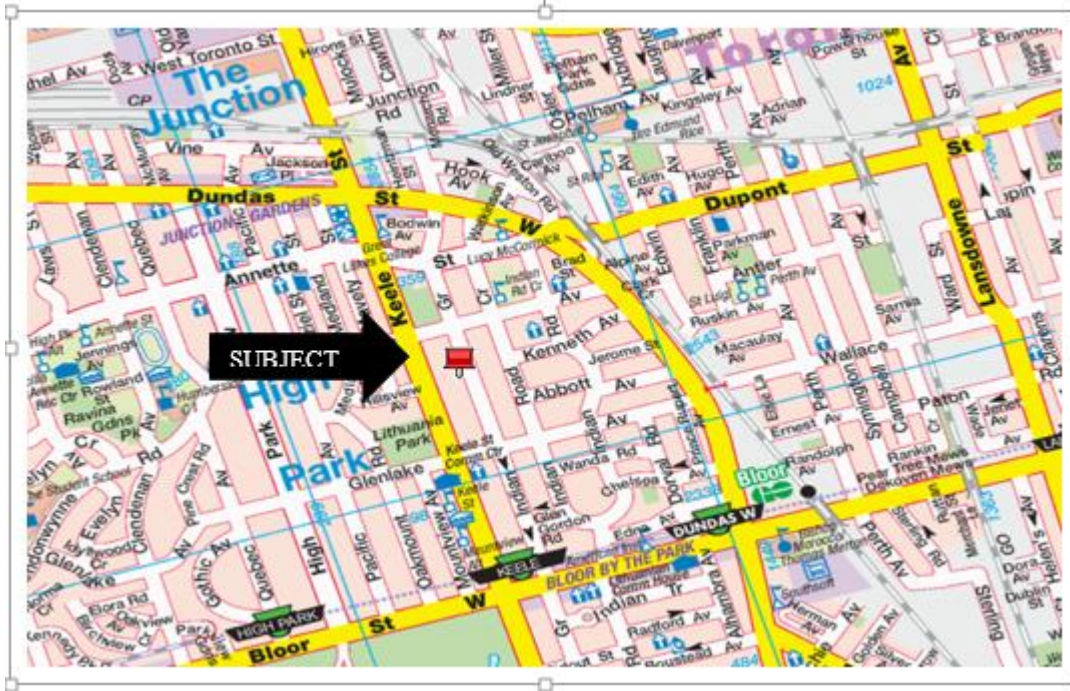
- Leases/licences/permits at Union Station during the Revitalization Period, if the rent/fee is at market value.

| Consultation with Councillor(s) – July 27, 2017 |  |                                 |            |                   |                  |               |  |       |  |  |
|---|--|---------------------------------|------------|-------------------|------------------|---------------|--|-------|--|--|
| Councillor:                                     |  | Gord Perks                      |            |                   |                  | Councillor:   |  |       |  |  |
| Contact Name:                                   |  | Meri Newton                     |            |                   |                  | Contact Name: |  |       |  |  |
| Contacted by:                                   |  | Phone                           | X          | E-Mail            |                  | Memo          |  | Other |  |  |
| Comments:                                       |  | No objections                   |            |                   |                  | Comments:     |  |       |  |  |
| Consultation with ABCDs                         |  |                                 |            |                   |                  |               |  |       |  |  |
| Division:                                       |  | Financial Planning              |            |                   |                  | Division:     |  |       |  |  |
| Contact Name:                                   |  | Filisha Jenkins                 |            |                   |                  | Contact Name: |  |       |  |  |
| Comments:                                       |  | Comments have been incorporated |            |                   |                  | Comments:     |  |       |  |  |
| Legal Division Contact                          |  |                                 |            |                   |                  |               |  |       |  |  |
| Contact Name:                                   |  | Jack Payne                      |            |                   |                  |               |  |       |  |  |
| DAF Tracking No.: 2017-200                      |  | Date                            |            | Signature         |                  |               |  |       |  |  |
| Recommended by: Manager – Wayne Duong           |  | July/27/2017                    |            | Sgd.\ Wayne Duong |                  |               |  |       |  |  |
| <input type="checkbox"/>                        | Recommended by: Director of Real Estate Services |                                 | Aug/4/2017 |                   | Sgd.\ Joe Casali |               |  |       |  |  |
| <input checked="" type="checkbox"/>             | Approved by: Joe Casali                          |                                 |            |                   |                  |               |  |       |  |  |
| <input type="checkbox"/>                        | Approved by: Chief Corporate Officer             |                                 |            |                   |                  |               |  |       |  |  |
|   | Josie Scioli                                     |                                 |            |                   |                  |               |  |       |  |  |

#### General Conditions ("GC")

- (a) The local Councillor (or local Councillors if the subject property is located on a ward boundary or if the transaction involves an exchange of properties in more than one ward), will be consulted prior to the exercise of delegated Approving Authority by staff for all Acquisitions, Disposals, Land Exchanges and Leases.
- (b) Where approving power has been delegated to staff, the Chief Corporate Officer, in consultation with the applicable Deputy City Manager or the City Manager, may determine that such matter is of such special interest that same should be returned to the relevant Committee and Council for consideration and determination.
- (c) Exercise of delegated authority is subject to all applicable Council policies, statutes or other applicable law.
- (d) Authority to approve financial commitments/expenditures is subject to all amounts being available in an approved budget, or funding being available from third party sources, except for "Strategic Property Acquisitions" as set out in EX44.22 adopted by Council August 25, 26, 27 and 28, 2014, which identifies alternative funding mechanisms subject to additional approval requirements.
- (e) Property interests are to be based on appraised value, and no interest shall be granted at less than market value unless otherwise specifically authorized.
- (f) Authority to approve transactions at less than market value is subject to statutory anti-bonusing provisions.
- (g) Total compensation means the aggregate of all types of payments, including land value, estimated clean-up costs, potential arbitration awards, loss claims, etc, but exclusive of any applicable taxes and registration costs.
- (h) Authority to acquire property is conditional upon provision being made to bring the property into compliance with applicable MOE or other requirements such that it will be fit for its intended municipal purpose, except for property acquisitions of 50M<sup>2</sup> or less for transit shelter purposes.
- (i) Authority to initiate the permanent road closure process in **A.4** is conditional upon confirmation by the GM of Transportation Services that it is feasible to permanently close the highway.
- (j) Disposal authorities in **A.7** are subject to the property having been declared surplus, and the disposal policy complied with.
- (k) Land exchanges, except for those in **A.8**, may be authorized based on the delegated Approving Authority for Disposals in **A.7**.
- (l) Approving Authority with respect to land located in the Designated Waterfront Area is conditional upon the approval of the Director, Waterfront Secretariat.
- (m) Authority to approve an exchange of land in **A.8** is conditional upon confirmation by the Chief Planner and Executive Director, and the GM of Parks, Forestry & Recreation, that the land being exchanged is (i) nearby land of equivalent or larger area, and (ii) of comparable or superior green space utility.
- (n) Approving Authority in **A.9** Leases (City as Landlord) but not Licences (City as Licensor) is limited to periods (including options/renewals) of less than twenty-one (21) years.
- (o) Total compensation in leasing matters where the City is landlord (**A.9**) includes the value of tenant improvements if factored into tenant's rental payments.
- (p) Total compensation in leasing matters where the City is the tenant (**A.10**) includes the value of any tenant improvements to be paid by the City.
- (q) Where options/renewals are included in leases, if the renewal rent is to be determined at a date later than the original approval date, total compensation is to be calculated as though all options are exercised, estimating the renewal rent based on the highest rent payable in the first term of the lease.
- (r) Total compensation in leasing matters where the City is landlord (**A.9**) or tenant (**A.10**) is to be calculated from the date of approval pursuant to this delegation (ie. first allowing for the expiry of any prior approvals, whether by Council or a delegated authority).
- (s) Approving Authority in leasing matters includes authority to approve renewals/extensions within the parameters of the delegated Approving Authority.
- (t) Approving Authority includes authority for amendments within the parameters of the delegated Approving Authority, the cumulative total of which may not exceed the delegated financial limit.
- (u) Where proposed additional amounts in **A.13** exceed 10 per cent of the original decision, even if otherwise in compliance with all other conditions, then approving authority is transferred upwards to the next more senior level of approving authority having the relevant overall financial limit.
- (v) Approving Authority includes authority for all documents necessary to implement the authority, on terms and conditions satisfactory to the Approving Authority, in consultation with the relevant operating Division(s).
- (w) Staff positions referred to in this delegation include successors from time to time.
- (x) Documents are to be in a form satisfactory to the City Solicitor (including indemnity and insurance provisions).
- (y) Delegated signing authorities in **B** are conditional upon the documents having received the City Solicitor's prior "Approval as to Form".
- (z) This delegation does not affect sales, acquisitions and leases over which the Affordable Housing Committee has responsibility.
- (aa) Authority to use land acquired by the City for parking purposes by the Toronto Parking Authority is conditional upon Council enacting a by-law designating such use.
- (bb) All residential leasing documents shall adhere to the *Residential Tenancies Act* and any successor legislation.
- (cc) Despite GC(n), Approving Authority in residential leasing matters is not limited to periods of less than twenty-one (21) years.

### Appendix "A": Location Map and Sketch



## Appendix "B": Summary of Terms and Conditions

**Licensor:** City of Toronto

**Licensee:** Bohdan Czysky and Luba Krekhovetsky, the registered owners of the property located at 243 Keele St. In the event that one of the individual Licensees ceases to be a registered owner of the property at 243 Keele Street, the Licence will automatically be amended so that the Licensee is the remaining owner only.

**Licensed Area:** A portion of the City Lands, known as 382R Indian Grove, shown as the cross-hatched portion of Part 1 on Sketch No. PS-2015-087, as illustrated on Appendix "A".

**Commencement date:** June 1, 2016

**Term:** Five (5) years

**Option to extend:** Five (5) years upon the Licensee providing six (6) months prior written notice; a new market fee will be negotiated at that time.

**Use:** Non-exclusive vehicular and pedestrian ingress and egress rights in favour of the Licensee and their invitees over the Licensed Area to access the rear of 243 Keele St; parking and storage of goods on the Licensed Area are not permitted.

**Licence fee:** The licence fee schedule is as follows based on an annual escalation rate of two percent (2%). The Licensee will make a retroactive lump-sum payment for the period June 1, 2016 – August 31, 2017 and subsequently make monthly payments via pre-authorized debit.

| Table 1: Licence Fees for the Term |                          |                           |                                    |                                 |
|------------------------------------|--------------------------|---------------------------|------------------------------------|---------------------------------|
| Year                               | Licence Fees<br>per year | Licence Fees<br>per month | Licence Fees per<br>month with HST | Annual Licence<br>Fees with HST |
| 1                                  | \$600.00                 | \$50.00                   | \$56.50                            | \$678.00                        |
| 2                                  | \$612.00                 | \$51.00                   | \$57.63                            | \$691.56                        |
| 3                                  | \$624.24                 | \$52.02                   | \$58.78                            | \$705.39                        |
| 4                                  | \$636.72                 | \$53.06                   | \$59.96                            | \$719.50                        |
| 5                                  | \$649.46                 | \$54.12                   | \$61.16                            | \$733.89                        |

**Net Licence:** The Licence is net to the City and the Licensee will pay all charges and costs of every kind relating to the Licence.

**As Is Condition:** The Licensee accepts the use of the Licensed Area in its as is, where is condition, and acknowledges the City has no responsibility or obligation to operate, maintain, repair or improve the Licensed Area.

**Early termination:** Both the City and the Licensee have the right to terminate the License Agreement upon providing sixty (60) days' written notice.

**Insurance:**

- i) Coverage for third-party liability (e.g. Homeowner's Personal Liability) in an amount not less than \$1 million which adds the City of Toronto as an additional insured.
- ii) Automobile coverage in an amount not less than \$1 million.

**Assignment of Licence Agreement:** The Licensee will not have assignment or sublicensing rights, except that the Licensee may assign the Licence Agreement to a purchaser of the property at 243 Keele Street, subject to first obtaining the City's consent, not to be unreasonably withheld.

**Licensee personal identification:** The Licensee is required to provide copies of driver licenses and Canadian passports.