

DELEGATED APPROVAL FORM
DIRECTOR, REAL ESTATE SERVICES
MANAGER, REAL ESTATE SERVICES

TRACKING NO.: 2020-235

Approved pursuant to the Delegated Authority contained in Article 2 of City of Toronto Municipal Code Chapter 213, Real Property

Prepared By:	Jeff Shewchuk	Division:	Corporate Real Estate Management
Date Prepared:	September 18, 2020	Phone No.:	416-338-3968

Purpose	To obtain authority for the City to extend a License Agreement (the "License") for nominal value with the existing Community Space Tenant, known as Senior Peoples' Resources In North Toronto ("SPRINT"), for the temporary occupation of certain vacant portions of the main floor of the Property (the "Licensed Area") for an additional period of six (6) months.
Property	140 Merton Street, Toronto
Actions	1. The City be authorized to execute the extension of the License with conditions as deemed appropriate by the approving authority, and in a form satisfactory to the City Solicitor.
Financial Impact	There is no financial impact resulting from this approval. The License is for nominal consideration. The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial implications as identified in the Financial Impact section.
Comments	In April of 2020 SPRINT received a six-month nominal value temporary access license agreement for use of vacant portions of the main floor and the parking lot at the Property. SPRINT required the additional space to expand its food service program for seniors in light of restrictions required as a result of the COVID-19 pandemic. SPRINT has traditionally provided nutritional meal delivery programs for seniors in the North Toronto area as part of their overall Community Space programming. The COVID-19 pandemic has persisted and SPRINT has asked for the License to be extended for an additional six months in order to continue to meet the increased demand for meal delivery programming to seniors. SPRINT has ramped up its efforts in respect of this initiative with the help of many volunteers. The Licensed Area had previously been vacant for several months as part of the plan to redevelop the Property pursuant to the Housing Now initiative.
Terms	<p>Licensor: City of Toronto Licensee: SPRINT License Term: Six (6) months. Commencement Date: October 15, 2020. Expiry Date: April 14, 2021. Licensed Area: Main floor and parking areas within and at the Property as depicted in Appendix "A" Gross License Fee Including Utilities: \$1.00 for term. Licensed Use: The Licensed Area shall be used exclusively for the organization, storage and processing of food for delivery orders for clients of SPRINT and for no other use. Early Termination: The City as Licensor has the right to terminate the License for any reason whatsoever by giving 48 hours' written notice to the Licensee. Upon Termination: SPRINT shall leave the Licensed Area in a broom swept condition and shall be responsible for any damages exclusive of normal wear and tear that are the result of its occupation thereof. The City as Licensor shall be the sole determinant of said damages.</p>

Property Details	Ward:	12 – Toronto – St. Paul's
	Assessment Roll No.:	1904-10-3-060-05300
	Approximate Size:	2,500 sqft
	Approximate Area:	As noted in Appendix "A"
	Other Information:	

A.	Manager, Real Estate Services has approval authority for:	Director, Real Estate Services has approval authority for:
1. Acquisitions:	<input type="checkbox"/> Where total compensation does not exceed \$50,000.	<input type="checkbox"/> Where total compensation does not exceed \$1 Million.
2. Expropriations:	<input type="checkbox"/> Statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$50,000.	<input type="checkbox"/> Statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$1 Million.
3. Issuance of RFPs/REOs:	Delegated to more senior positions.	<input type="checkbox"/> Issuance of RFPs/REOs.
4. Permanent Highway Closures:	Delegated to more senior positions.	<input type="checkbox"/> Initiate process & authorize GM, Transportation Services to give notice of proposed by-law.
5. Transfer of Operational Management to Divisions, Agencies and Corporations:	Delegated to more senior positions.	Delegated to more senior positions.
6. Limiting Distance Agreements:	<input type="checkbox"/> Where total compensation does not exceed \$50,000.	<input type="checkbox"/> Where total compensation does not exceed \$1 Million.
7. Disposals (including Leases of 21 years or more):	<input type="checkbox"/> Where total compensation does not exceed \$50,000.	<input type="checkbox"/> Where total compensation does not exceed \$1 Million.
8. Exchange of land in Green Space System & Parks & Open Space Areas of Official Plan:	Delegated to more senior positions.	<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):	<input type="checkbox"/> (a) Where total compensation (including options/renewals) does not exceed \$50,000.	<input type="checkbox"/> (a) Where total compensation (including options/renewals) does not exceed \$1 Million.
	<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 checked="" 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.
	Leases pursuant to the Community Space Tenancy Policy delegated to a more senior position.	Leases pursuant to the Community Space Tenancy Policy delegated to a more senior position.
10. Leases/Licences (City as Tenant/Licensee):	<input type="checkbox"/> Where total compensation (including options/renewals) does not exceed \$50,000.	<input type="checkbox"/> Where total compensation (including options/renewals) does not exceed \$1 Million.
11. Easements (City as Grantor):	<input type="checkbox"/> Where total compensation does not exceed \$50,000.	<input type="checkbox"/> (a) Where total compensation does not exceed \$1 Million.
	Delegated to more senior positions.	<input type="checkbox"/> (b) When closing roads, easements to pre-existing utilities for nominal consideration.
12. Easements (City as Grantee):	<input type="checkbox"/> Where total compensation does not exceed \$50,000.	<input type="checkbox"/> Where total compensation does not exceed \$1 Million.
13. Revisions to Council Decisions in Real Estate Matters:	Delegated to more senior positions.	<input type="checkbox"/> Amendment must not be materially inconsistent with original decision (and subject to General Condition (U)).
14. Miscellaneous:	Delegated to more senior positions.	<input type="checkbox"/> (a) Approvals, Consents, Notices and Assignments under all Leases/Licences
		<input type="checkbox"/> (b) Releases/Discharges
		<input type="checkbox"/> (c) Surrenders/Abandonments
		<input type="checkbox"/> (d) Enforcements/Terminations
		<input type="checkbox"/> (e) Consents/Non-Disturbance Agreements/Acknowledgements/Estoppel Certificates
		<input type="checkbox"/> (f) Objections/Waivers/Cautions
		<input type="checkbox"/> (g) Notices of Lease and Sublease
		<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"/> (j) Documentation relating to Land Titles applications
		<input type="checkbox"/> (k) Correcting/Quit Claim Transfer/Deeds

B. Director, Real Estate Services and Manager, Real Estate Services each has signing authority on behalf of the City for:

- Documents required to implement matters for which each position also has delegated approval authority.
- Expropriation Applications and Notices following Council approval of expropriation (Manager, Transaction Services is only Manager with such signing authority).

Director, Real Estate Services also has signing authority on behalf of the City for:

- Agreements of Purchase and Sale and all implementing documentation for purchases, sales and land exchanges not delegated to staff for approval.
- Community Space Tenancy Leases approved by delegated authority by the Deputy City Manager, Corporate Services and any related documents.

Pre-Condition to Approval							
<input checked="" type="checkbox"/> Complies with General Conditions in Appendix B of City of Toronto Municipal Code Chapter 213, Real Property							
Consultation with Councillor(s)							
Councillor:	Josh Matlow				Councillor:		
Contact Name:	Carolina Vecchiarelli				Contact Name:		
Contacted by:	Phone	<input checked="" type="checkbox"/>	E-Mail		Memo		Other
Comments:	No objections Sept. 15/2020				Comments:		
Consultation with Divisions and/or Agencies							
Division:	SDFA				Division:	Financial Planning	
Contact Name:	Aina-Nia Grant				Contact Name:	Patricia Libardo	
Comments:	Concurs Sept 17/2020				Comments:	Concurs Sept 17/2020	
Consultation with Divisions and/or Agencies							
Division:	CreateTO						
Contact Name:	Peter Harron						
Comments:	Reviewed and Concurs Sept. 15/2020						
Legal Services Division Contact							
Contact Name:	Bronwyn Atkinson Sept. 18/2020						

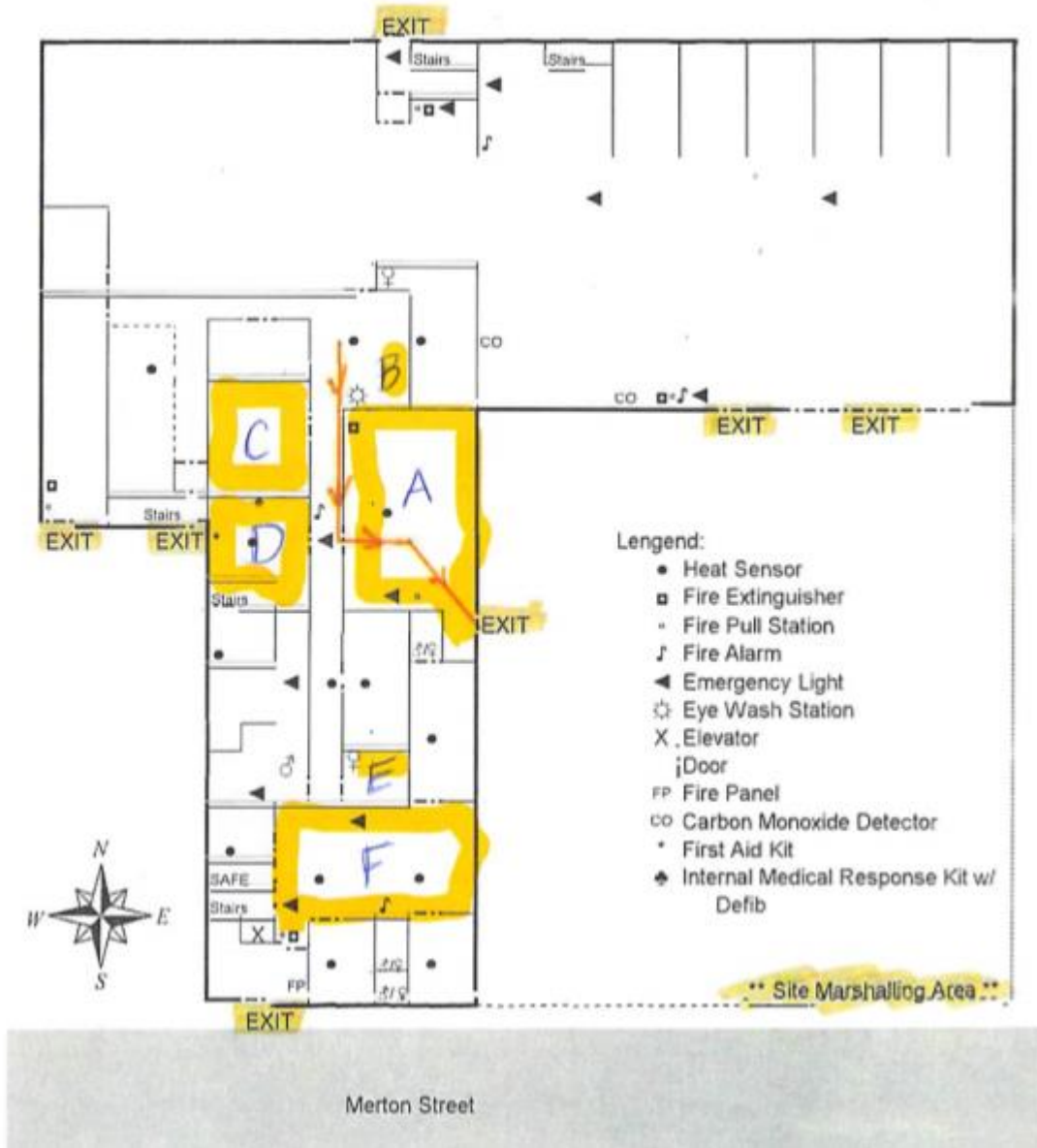
DAF Tracking No.: 2020- 235	Date	Signature
<input type="checkbox"/> Recommended by: Manager, Real Estate Services Melanie Hale-Carter	Sept. 18, 2020	Signed by Melanie Hale-Carter
<input type="checkbox"/> Approved by: Director, Real Estate Services Alison Folosea	Sept. 23, 2020	Signed by Alison Folosea

Appendix "A"

140 Merton Street Aerial View



140 Merton Street Main Floor Temporary Licensed Areas for SPRINT



Legend

- A – main entrance off east parking lot – screening area, and food pick-up area
- B – sink
- C – food storage area
- D – back-up food storage area
- E – washroom (will be gender neutral)
- F – storage area for non-perishable food pantry items

Parking Lot access – so that the volunteer food delivery drivers have a safe location to pull in and pick-up the food and for staff who are now driving because of concerns over using the TTC to come to work