

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

TRACKING NO.: 2022-257

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

Prepared By:	Winnie Lam	Division:	Corporate Real Estate Management
Date Prepared:	November 8, 2022	Phone No.:	437-991-8040

<b>Purpose</b>	To obtain authority for the City of Toronto to enter into a licence agreement ("The Licence") with His Majesty the King in Right of Ontario as Represented by the Minister of Infrastructure ("The Licensor") with respect to the property municipally known as 60 Queen Street West, for the purpose of conducting a Remembrance Day Ceremony.
<b>Property</b>	The property municipally known as 60 Queen Street West, Toronto, legally described as Lots 12-15, 16 or 4, 17 or 5, 20-23, Plan 6A Toronto; parts of Lots 18 or 6, 19 or 7, Plan 6A Toronto as in EP131471; subject to EP131471; City of Toronto, being all of PIN 21097-0093(LT) (the "Property"), as shown on the Location Map in Appendix "B".
<b>Actions</b>	1. Authority be granted to enter into the Licence Agreement with the Licensor, substantially on the major terms and conditions set out in Appendix "A", and including such other terms as deemed appropriate by the approving authority herein, and in a form satisfactory to the City Solicitor.
<b>Financial Impact</b>	<p>The total cost to the City for the Term of the Licence, being November 11, 2022, November 11, 2023 and November 11, 2024 is \$4,000.00 (plus HST) or \$4,070.40 (net of HST recoveries).</p> <p>Total cost to be incurred by the City for each fiscal year is as follows:</p> <p>2022: \$ 4070.40                  2023: \$ 0                  2024: \$ 0</p> <p><b>Total: \$4,070.40 (net of HST recovery)</b></p> <p>Funding is available in the 2022 Council Approved Operating Budget for City Clerk's Office – Strategic Protocol &amp; External Relations under Cost Centre GV0019/ Functional Area 4420200000.</p> <p>The City shall also be responsible for all other costs, expenses and charges with respect to the Licensed Premises throughout the Term, including operating costs, utilities, maintenance, and minor repairs, along with snow and garbage removal. The City shall not be responsible for any realty taxes attributable to the Licensed Premises.</p> <p>The Chief Financial Officer and Treasurer has reviewed this DAF and agrees with the financial implications as identified in the Financial Impact section.</p>
<b>Comments</b>	The City leases 60 Queen Street West to the Licensor. The City requires portions of the Property to conduct public Remembrance Day Services on November 11th for the next three years. The Licensor has agreed to allow the City to use the areas on the terms and conditions set out in Appendix "A"
<b>Terms</b>	See Appendix "A".

<b>Property Details</b>	<b>Ward:</b>	13 – Toronto Centre
	<b>Assessment Roll No.:</b>	
	<b>Approximate Size:</b>	N/A
	<b>Approximate Area:</b>	N/A
	<b>Other Information:</b>	N/A

A.	Manager, Real Estate Services has approval authority for:	Director, Real Estate Services has approval authority for:
<p>1. Acquisitions:</p> <p>2A. Expropriations Where City is Expropriating Authority:</p> <p>2B. Expropriations For Transit-Related Purposes Where City is Property Owner or Has Interest in Property Being Expropriated:</p> <p>3. Issuance of RFPs/REOIs:</p> <p>4. Permanent Highway Closures:</p> <p>5. Transfer of Operational Management to Divisions, Agencies and Corporations:</p> <p>6. Limiting Distance Agreements:</p> <p>7. Disposals (including Leases of 21 years or more):</p> <p>8. Exchange of land in Green Space System &amp; Parks &amp; Open Space Areas of Official Plan:</p> <p>9. Leases/Licences (City as Landlord/Licensors):</p> <p>10. Leases/Licences (City as Tenant/Licensee):</p> <p>11. Easements (City as Grantor):</p> <p>12. Easements (City as Grantee):</p> <p>13. Revisions to Council Decisions in Real Estate Matters:</p> <p>14. Miscellaneous:</p>	<p><input type="checkbox"/> Where total compensation does not exceed \$50,000.</p> <p><input type="checkbox"/> Statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$50,000.</p> <p><input type="checkbox"/> (a) Acceptance of statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$50,000.</p> <p><input type="checkbox"/> (b) Request Hearings of Necessity.</p> <p><input type="checkbox"/> (c) Waive Hearings of Necessity.</p> <p><b>Delegated to more senior positions.</b></p> <p><b>Delegated to more senior positions.</b></p> <p><b>Delegated to more senior positions.</b></p> <p><input type="checkbox"/> Where total compensation does not exceed \$50,000.</p> <p><input type="checkbox"/> Where total compensation does not exceed \$50,000.</p> <p><b>Delegated to more senior positions.</b></p> <p><input type="checkbox"/> (a) Where total compensation (including options/renewals) does not exceed \$50,000.</p> <p><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.</p> <p><b>Leases pursuant to the Community Space Tenancy Policy delegated to a more senior position.</b></p> <p><input checked="" type="checkbox"/> Where total compensation (including options/renewals) does not exceed \$50,000.</p> <p><input type="checkbox"/> Where total compensation does not exceed \$50,000.</p> <p><b>Delegated to more senior positions.</b></p> <p><input type="checkbox"/> Where total compensation does not exceed \$50,000.</p> <p><b>Delegated to more senior positions.</b></p> <p><b>Delegated to more senior positions.</b></p>	<p><input type="checkbox"/> Where total compensation does not exceed \$1 Million.</p> <p><input type="checkbox"/> Statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$1 Million.</p> <p><input type="checkbox"/> (a) Acceptance of statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$1 Million.</p> <p><input type="checkbox"/> (b) Request Hearings of Necessity.</p> <p><input type="checkbox"/> (c) Waive Hearings of Necessity.</p> <p><input type="checkbox"/> Issuance of RFPs/REOIs.</p> <p><input type="checkbox"/> Initiate process &amp; authorize GM, Transportation Services to give notice of proposed by-law.</p> <p><b>Delegated to more senior positions.</b></p> <p><input type="checkbox"/> Where total compensation does not exceed \$1 Million.</p> <p><input type="checkbox"/> Where total compensation does not exceed \$1 Million.</p> <p><input type="checkbox"/> Exchange of land in Green Space System and Parks and Open Space Areas of Official Plan.</p> <p><input type="checkbox"/> (a) Where total compensation (including options/renewals) does not exceed \$1 Million.</p> <p><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.</p> <p><b>Leases pursuant to the Community Space Tenancy Policy delegated to a more senior position.</b></p> <p><input type="checkbox"/> Where total compensation (including options/renewals) does not exceed \$1 Million.</p> <p><input type="checkbox"/> (a) Where total compensation does not exceed \$1 Million.</p> <p><input type="checkbox"/> (b) When closing roads, easements to pre-existing utilities for nominal consideration.</p> <p><input type="checkbox"/> Where total compensation does not exceed \$1 Million.</p> <p><input type="checkbox"/> Amendment must not be materially inconsistent with original decision (and subject to General Condition (U)).</p> <p><input type="checkbox"/> (a) Approvals, Consents, Notices and Assignments under all Leases/Licences</p> <p><input type="checkbox"/> (b) Releases/Discharges</p> <p><input type="checkbox"/> (c) Surrenders/Abandonments</p> <p><input type="checkbox"/> (d) Enforcements/Terminations</p> <p><input type="checkbox"/> (e) Consents/Non-Disturbance Agreements/Acknowledgements/Estoppel Certificates</p> <p><input type="checkbox"/> (f) Objections/Waivers/Cautions</p> <p><input type="checkbox"/> (g) Notices of Lease and Sublease</p> <p><input type="checkbox"/> (h) Consent to regulatory applications by City, as owner</p> <p><input type="checkbox"/> (i) Consent to assignment of Agreement of Purchase/Sale; Direction re Title</p> <p><input type="checkbox"/> (j) Documentation relating to Land Titles applications</p> <p><input type="checkbox"/> (k) Correcting/Quit Claim Transfer/Deeds</p>

**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 (Managers whose position includes responsibility for implementing Council-approved expropriations are the only Managers 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**

Complies with General Conditions in Appendix B of City of Toronto Municipal Code Chapter 213, Real Property

**Consultation with Councillor(s)**

Councillor:	Toronto Centre- Ward 13	Councillor:	
Contact Name:	Robin Buxton Potts	Contact Name:	
Contacted by:	Phone <input type="checkbox"/> X <input checked="" type="checkbox"/> E-Mail <input type="checkbox"/> Memo <input type="checkbox"/> Other <input type="checkbox"/>	Contacted by:	Phone <input type="checkbox"/> E-mail <input type="checkbox"/> Memo <input type="checkbox"/> Other <input type="checkbox"/>
Comments:	Approved- November 8, 2022	Comments:	

**Consultation with Divisions and/or Agencies**

Division:	City Clerks Office	Division:	<b>Financial Planning</b>
Contact Name:	Laura Jane Elkin	Contact Name:	Filisha Jenkins
Comments:	No objections- November 7, 2022	Comments:	No issues- November 7, 2022

**Legal Services Division Contact**

Contact Name:	Jack Payne
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DAF Tracking No.: 2022-257	Date	Signature
Concurred with by: <b>Vinette Prescott-Brown, Manager Corporate Real Estate Services</b>	Nov. 8, 2022	Signed by Vinette Prescott-Brown
<input type="checkbox"/> Recommended by:		
<input type="checkbox"/> Approved by: <b>Ronald Ro, Manager Corporate Real Estate Services</b>	Nov. 8, 2022	Signed by Ronald Ro
<input type="checkbox"/> Approved by:		X

## Appendix "A"

### Major Terms and Conditions

**Licensor:** His Majesty the King in Right of Ontario As Represented By the Minister of Infrastructure

**Licensee:** City of Toronto

**Licensed Premises:** 60 Queen Street West, Toronto

The Licensee has been granted approval for the November 11, 2022 to occupy the Licensed Premises as follows:

- 1) Courtrooms 116 and 117 – for bands and choirs to assemble and warm up;
- 2) 1st floor south side running west to east – for marshalling of military honour guards;
- 3) 1st floor southwest by staircase – for laying out wreaths for placement
- 4) Front steps, driveway and lawns – for the ceremony around cenotaph; and
- 5) Lower floor "office" – for access to electricity and for CART provider.

Portions of the building that the Licensor shall occupy on November 11 of each year of the term shall be approved by the Licensor six (6) weeks prior to November 11 of each year of the Term. At minimum, the Licensed Premises shall include the front steps, driveway and lawns – for the ceremony around cenotaph.

**License Fee:** Four Thousand Dollars (\$4000.00) plus HST

**Term:** Three (3) days, being November 11, 2022, November 11, 2023 and November 11, 2024, between the hours of 5:00 a.m. and 2:00 p.m.

**Options to Renew:** No renewal or overholding of this Licence, unless agreed to by the parties in writing.

**Use:** To use to conduct a Remembrance Day Ceremony for access by the public. This permission includes the right to bring personnel, materials and equipment reasonably required in connection with the foregoing purposes onto the Licensed Premises.

**Insurance:** All risks insurance, commercial general liability insurance, and other forms of insurance as required by the Licensor, acting reasonably.

### Appendix "B"- Location Map

