

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

**TRACKING NO.: 2023-099**

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

Prepared By:	Avery Carr	Division:	Corporate Real Estate Management
Date Prepared:	May 2, 2023	Phone No.:	647-458-1934

<b>Purpose</b>	To obtain authority to enter into a Licence Agreement (the "Licence Agreement") with the registered owner (the "Owner") to acquire temporary access over a portion of their property municipally known as 275 Port Union Road, Toronto (the "Property").
<b>Property</b>	A portion of the property municipally known as 275 Port Union Road, Toronto, as shown on the Location Map in Appendix "B" and Licensed Area is shown in Appendix "A".
<b>Actions</b>	1. Authority be granted to enter into the Licence Agreement with the Owner, substantially on the major terms and conditions set out below, 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>	There is no financial impact resulting from the approval of this DAF. The Licence Agreement will be granted for nominal consideration.  The Chief Financial Officer and Treasurer has reviewed this DAF and agrees with the financial implications as identified in the Financial Impact section.
<b>Comments</b>	The City requires access to the Property to construct a new driveway access and to carry out all works ancillary thereto, including removing and replacing the existing access, as shown in Appendix "A". The Licence Agreement will allow for unobstructed access by the City to the Property, together with all necessary and convenient vehicles, supplies, machinery, gear and equipment for the purpose of the work.
<b>Terms</b>	Term: The term will commence on a date to be named by the City on at least two weeks' notice and will expire on the day the work is completed, as determined in the sole discretion of the City, or a maximum of two months from the commencement date, whichever is shorter. The work is expected to be carried out on business days, between the hours of 7 am and 7 pm, Monday to Friday.  Restoration: Upon expiry or termination of the Licence Agreement, the City shall remove all equipment and debris it brought upon the Licensed Area in connection with the Licence Agreement, and shall restore the Licensed Area as close as practicable to its condition immediately prior to the commencement date, except for the construction of the new access area as shown in Appendix "A".

<b>Property Details</b>	<b>Ward:</b>	25 – Scarborough-Rouge Park
	<b>Assessment Roll No.:</b>	
	<b>Approximate Size:</b>	
	<b>Approximate Area:</b>	330 m2 ( 3,552 sf)
	<b>Other Information:</b>	

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/Licensor):</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:	Jennifer McKelvie	Councillor:	
Contact Name:	Charrissa Klander	Contact Name:	
Contacted by:	Phone <input type="checkbox"/> X 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:	Notified	Comments:	

**Consultation with Divisions and/or Agencies**

Division:	Transportation Services	Division:	<b>Financial Planning</b>
Contact Name:	Casey Morris	Contact Name:	Filisha Jenkins
Comments:	No comments	Comments:	No comments

**Legal Services Division Contact**

Contact Name:	Vanessa Bacher
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DAF Tracking No.: 2023-099	Date	Signature
Concurred with by: <b>Manager, Real Estate Services Ronald Ro</b>	May 5, 2023	Signed by Ronald Ro
<input type="checkbox"/> Recommended by: <b>Manager, Real Estate Services Vinette Prescott-Brown</b>	May 5, 2023	Signed by Vinette Prescott-Brown
<input checked="" type="checkbox"/> Approved by:		
<input type="checkbox"/> Approved by: <b>Director, Real Estate Services Alison Folosea</b>		X

# Appendix "A"

## Licensed Area



### PHASE II - REMOVAL OF EXISTING ENTRANCE

### PHASE I - INSTALLATION OF NEW ENTRANCE

**LEGEND:**

	CONSTRUCTION FENCING (IF METAL, PAST FENCE OR APPROVED EQUAL)
	PROPOSED CURB
	EX. CURB TO BE REMOVED
	EX. ENTRANCE TO BE REMOVED WITHIN PLAZA AND REPAVED. ENSURE POSITIVE DRAINAGE AND REPAVED. ENTRANCE TO PLAZA
	PROPOSED ASPHALT ENTRANCE TO PLAZA
	PROPOSED TOPSOIL AND 900

- CONSTRUCTION SEQUENCE**
1. FULLY CONSTRUCT AND OPEN NEW ENTRANCE IN PHASE I WHILE MAINTAINING EX. ENTRANCE AT DECOMMISSION / CLOSE EXISTING ENTRANCE IN PHASE II (WORK SHALL BEGIN ONCE PHASE I IS FULLY CONSTRUCTED AND OPERATIONAL).

- NOTES**
1. ENSURE VEHICULAR CIRCULATION IN PARKING LOT IS MAINTAINED
  2. DECOMMISSION / CLOSE EXISTING ENTRANCE IN PHASE II (WORK SHALL BEGIN ONCE PHASE I IS FULLY CONSTRUCTED AND OPERATIONAL)
  3. PAVEMENT WITHIN WORK AREA IN PHASE II SHALL BE REMOVED AND REPLACED

CONTRACTOR TO NOTIFY PROPERTY OWNER OF ANY POTENTIAL / PARKING IMPACTS NOT SHOWN PRIOR TO COMMENCING WORK IN THIS AREA.

	ENGINEERING & CONSTRUCTION SERVICES STANDARD DRAWING	DEC 14 2022
	<p><b>PROPERTY INFORMATION SHEET</b></p> <p>SKETCH SHOWING PROPOSED ENTRANCE MODIFICATIONS AT RAVINE PARK PLAZA</p>	<p>SHEET NO.</p> <p>1 of 1</p>
<p>CHECKED BY: JAB</p> <p>PREPARED BY: KIF</p>		<p>SCALE 1:300</p>

# Appendix "B" Location Map

