



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

TRACKING NO.: 2025-169

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

Prepared By:	Akhilesh Tekchand	Division:	Corporate Real Estate Management
Date Prepared:	July 16, 2025	Phone No.:	416-648-7061

Purpose	To obtain authority to enter into a licence agreement with Amanda Schoppel, Dana Pasila, Jenneen Marie Beattie, and Safiya Panchbhaya (collectively, the "Licensee") with respect to the property municipally known as 6 Elsmere Avenue, Toronto for the purpose of establishing and operating a community garden (the "Licence Agreement").
Property	A portion of the property municipally known as 6 Elsmere Avenue, Toronto, legally described as Part of Lot 6, Concession 5 West of Yonge Street, Township of York, as in CA684277; Toronto (York), City of Toronto, being part of PIN 10323-0093 (LT), (the "Property"), as shown on the Location Map and identified as Part 1 on Sketch No. PS-2025-026 in Appendix "B".
Actions	1. Authority be granted to enter into the Licence Agreement with the Licensee, 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.
Financial Impact	The License is for nominal consideration. The estimated total opportunity cost of the License over the potential five-month term is \$2,233.99. The Chief Financial Officer and Treasurer has reviewed this DAF and agrees with the financial implications as identified in the Financial Impact section.
Comments	The Licensee proposes to transform an underutilized parcel of land at the Property into a community garden, the establishment of which aims at benefiting the residents of the Weston neighbourhood, and contributing to the City's broader goals of community development and environmental stewardship. This initiative is being advanced as a pilot project to evaluate the feasibility and community impact of such uses on underutilized City-owned lands.
Terms	See Appendix "A" for Major Terms and Conditions.

Property Details	Ward:	5 – York South-Weston
	Assessment Roll No.:	
	Approximate Size:	
	Approximate Area:	105 m ² ± (1,130 ft ² ±)
	Other Information:	

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/REOs:</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 & Parks & 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>Delegated to more senior positions.</p> <p>Delegated to more senior positions.</p> <p>Delegated to more senior positions.</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>Delegated to more senior positions.</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>Leases pursuant to the Community Space Tenancy Policy delegated to a more senior position.</p> <p><input 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>Delegated to more senior positions.</p> <p><input type="checkbox"/> Where total compensation does not exceed \$50,000.</p> <p>Delegated to more senior positions.</p> <p>Delegated to more senior positions.</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/REOs.</p> <p><input type="checkbox"/> Initiate process & authorize GM, Transportation Services to give notice of proposed by-law.</p> <p>Delegated to more senior positions.</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 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.</p> <p>Leases pursuant to the Community Space Tenancy Policy delegated to a more senior position.</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:	
<ul style="list-style-type: none"> • 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:	
<ul style="list-style-type: none"> • 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:	Frances Nunziata
Contact Name:	Geno Orsi
Contacted by:	Phone <input type="checkbox"/> E-Mail <input checked="" type="checkbox"/> Memo <input type="checkbox"/> Other <input type="checkbox"/>
Comments:	Advised
Consultation with Divisions and/or Agencies	
Division:	Financial Planning
Contact Name:	Ciro Tarantino
Comments:	No comments (June 12, 2025)
Legal Services Division Contact	
Contact Name:	Jay Gronc

DAF Tracking No.: 2025-169	Date	Signature
<input checked="" type="checkbox"/> Recommended by: Manager, Real Estate Services Devi Mohan	July 18, 2025	Signed by Devi Mohan
<input type="checkbox"/> Approved by:		
<input checked="" type="checkbox"/> Approved by: Director, Real Estate Services Alison Folosea	July 18, 2025	Signed by Alison Folosea

Appendix "A"

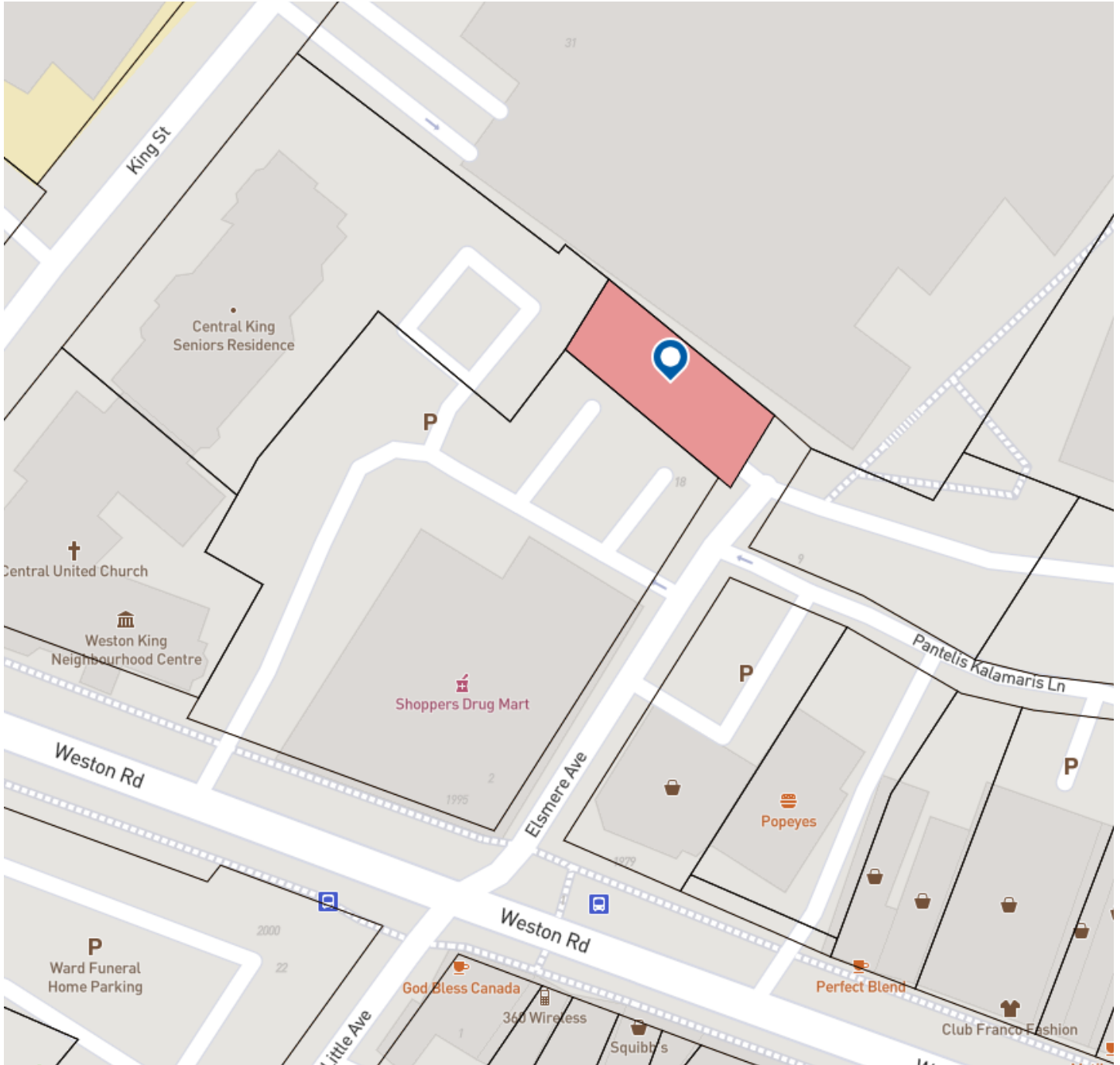
Major Terms and Conditions

Licensed Premises:	Approximately 105 square meters of land at 6 Elsmere Avenue, Toronto, ON M9N 1K8, as shown in Appendix B, as "Part 1".
Term:	Commencing on July 21, 2025, and expiring on December 31, 2025
License Fee:	Nominal fee of \$2.00
Use:	The Licensed Premises shall be used solely for the purpose of establishing and operating a community garden, including the installation and procurement of raised garden beds, tool sheds, irrigation systems, and pollinator gardens. The Licensee shall submit, for the Licensor's prior written approval, a detailed inventory of all chattels to be brought onto the premises.
Maintenance and Operations:	<p>The Licensee shall be responsible for all the maintenance and operation of the community garden, including regular upkeep, waste management, and adherence to all relevant City of Toronto bylaws and regulations.</p> <p>The Licensed Area shall be enclosed with appropriate fencing or barriers to ensure security and delineation. The Licensee shall be solely responsible for all costs associated with the installation and maintenance of such fencing or barriers, subject to the Licensor's approval of the type and design.</p>
Insurance:	The Licensee shall obtain and maintain comprehensive general liability insurance in the amount of \$2,000,000, naming the City of Toronto as an additional insured.
Termination:	The City reserves the right to terminate the License Agreement with 30 days' written notice if the Licensee fails to comply with the terms and conditions of the agreement.
Restoration:	Upon the expiration or termination of the License, the Licensee shall, at its sole cost and expense, restore the Licensed Premises to the condition that existed immediately prior to the Licensee's occupancy. This restoration shall include the removal of all installations, structures, and chattels brought onto the Licensed Premises by the Licensee, and ensuring the area is clean, free of debris, and in a condition satisfactory to the City.

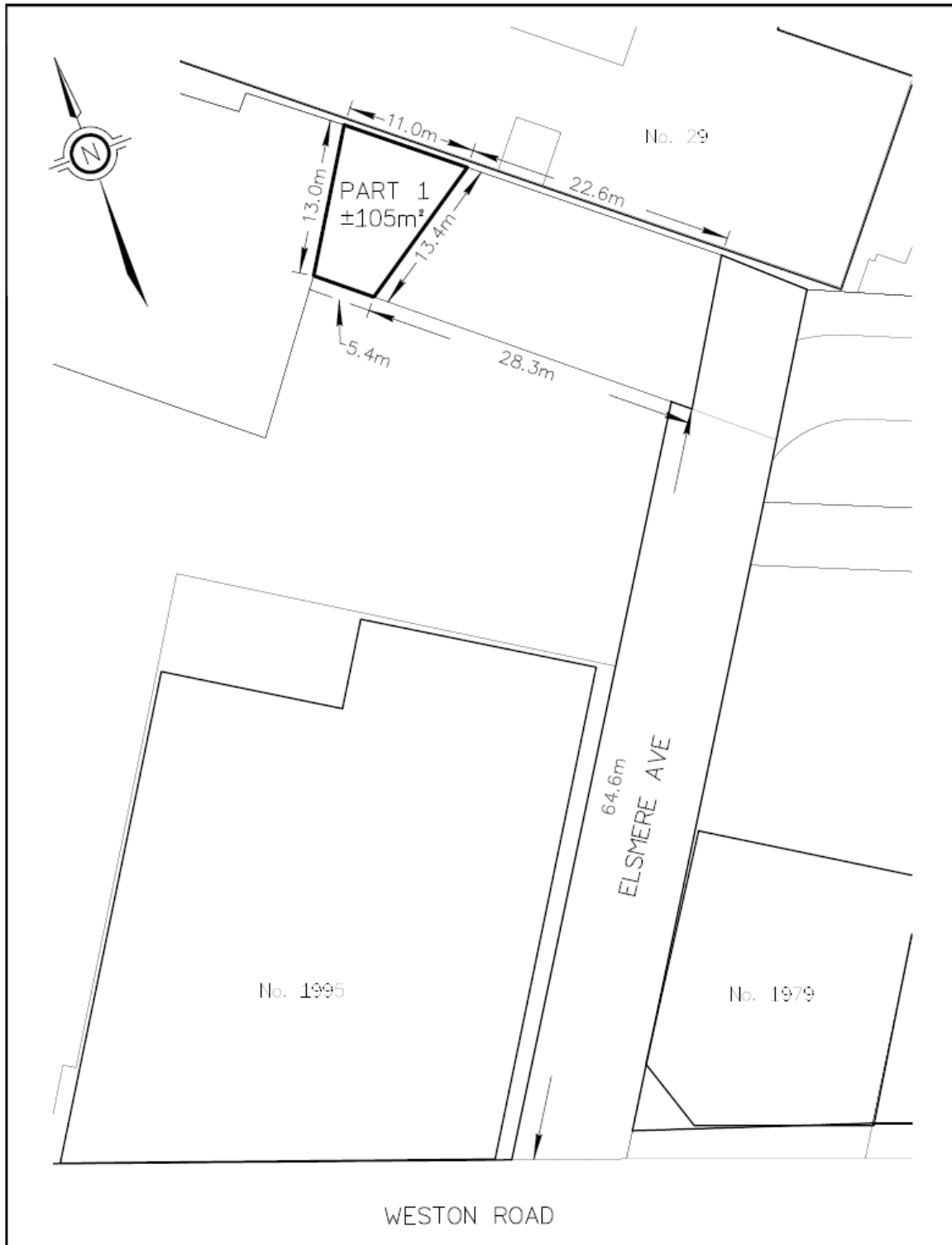
Appendix "B"

Location Map & Licensed Premises

LOCATION MAP



LICENSED PREMISES



Toronto
ENGINEERING & CONSTRUCTION SERVICES
ENGINEERING SUPPORT SERVICES
LAND & PROPERTY SURVEYS

NOTE:
THIS SKETCH HAS BEEN
COMPILED FROM OFFICE
RECORDS. MEASUREMENTS
ARE APPROXIMATE

CHECK BY: R. SEGUIN
PREPARED BY: M. CHARA/JAMBOUS

PROPERTY INFORMATION SHEET
SKETCH SHOWING

LAND TO BE LEASED FOR COMMUNITY GARDEN

WARD 5 - YORK SOUTH-WESTON
DATE: APRIL 23, 2025

SKETCH No. PS-2025-026

