



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

TRACKING NO.: 2025-317

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

Prepared By:	Jag Prajapati	Division:	Corporate Real Estate Management
Date Prepared:	September 29, 2025	Phone No.:	416-394-5473
Purpose	To obtain authority to enter into a non-exclusive licence agreement with Build Toronto Inc. (the "Licensee") with respect to the property municipally known as 1631-1641 Queen Street East, Toronto for the purpose of subsurface investigations to locate and confirm underground utilities and identify abandoned lines, as well as the drilling of test holes and the performance of groundwater sampling (the "Licence Agreement").		
Property	The property municipally known as 1631-1641 Queen Street East, Toronto, legally described as LT 23-24, 26-28, 22 PL 652E TORONTO EXCEPT CA749042; PT LANE PL 652E TORONTO CLOSED BY ES54679 AS IN WD187223 (FOURTHLY) and LT 25 PL 652E TORONTO, City of Toronto, being all of PIN 210220541 and 210220542, (the "Property"), as shown on the Location Map in Appendix "A".		
Actions	1. Authority be granted to enter into the Licence Agreement with the Licensee, 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.		
Financial Impact	There is no financial impact. This is a nominal licence. The City will benefit from the results of the studies for its own use. The Licensee will be responsible for all costs related to the use of the Licensed Area and for the costs of preparing any test results or reports. 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 Property is identified as part of the Housing Now initiative being advanced by CreateTO for redevelopment as affordable housing. Licensee, under its Service Agreement with CreateTO, is supporting delivery of this initiative and requires temporary site access to facilitate due diligence work. Through the License Agreement, Licensee and their consultants will undertake subsurface investigations including utility locates, test holes, and groundwater sampling. The results will assist both the City and CreateTO in advancing the redevelopment planning and design. Access is limited in duration, nominal in consideration, and all costs, reporting, restoration and insurance obligations are borne by the Licensee.		
Terms	- Parties: City of Toronto (Licensor) and Build Toronto Inc. (Licensee). - Licence Fee: Nominal - Licensed Area: As per Appendix "A". - Purpose: Subsurface investigations (utility locates, test holes, groundwater sampling). - Term: 3 months from execution; either party may terminate on 1 day's notice. - Costs: All works and restoration at Licensee's sole expense. - Insurance: \$5M CGL incl. environmental liability; City named insured. - Indemnity: Licensee indemnifies City against all claims/losses/liens. - Obligations: Restore site; provide reports to City; comply with laws; keep information confidential; no hazardous storage or assignment without consent. - City Rights: Access at all times; no liability for damages or loss.		
Property Details	Ward:	Ward 19 – Beaches-East York	
	Assessment Roll No.:	-	
	Approximate Size:	-	
	Approximate Area:	-	
	Other Information:	-	

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

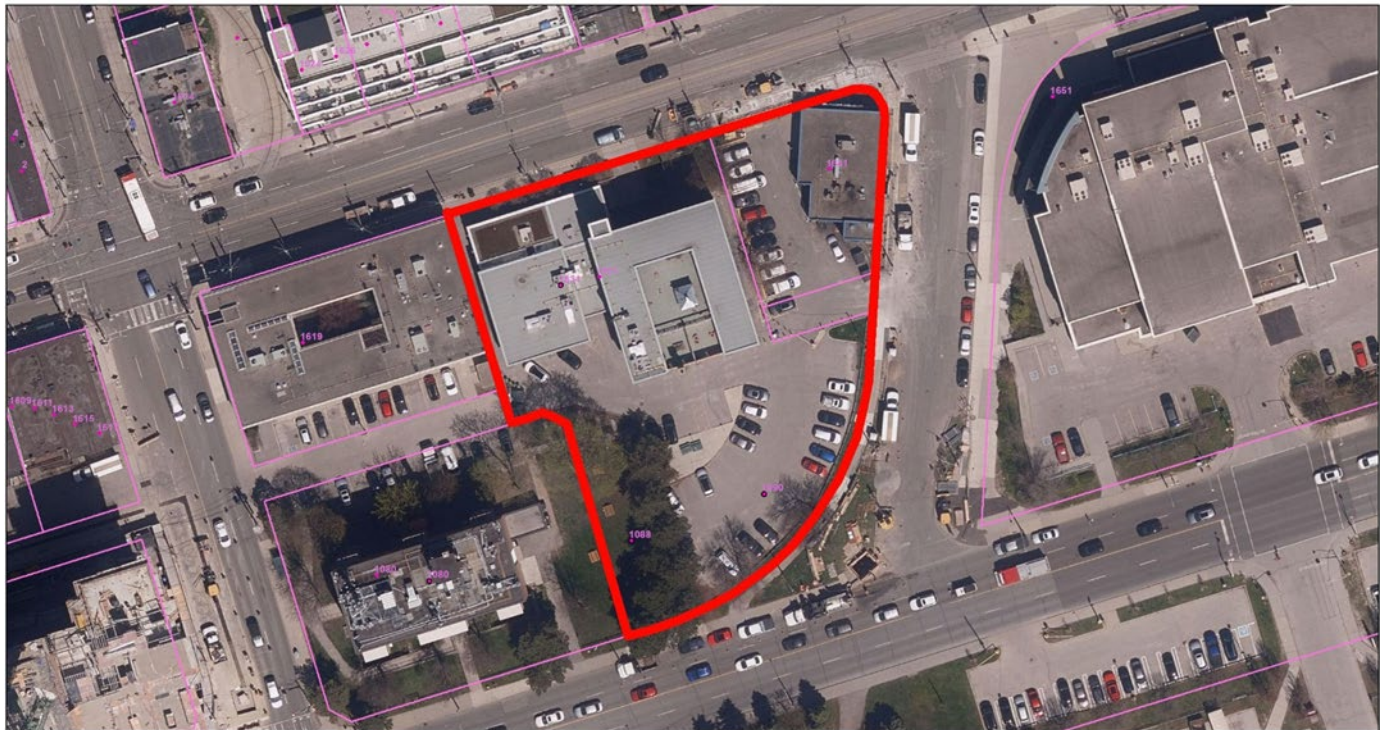
Consultation with Divisions and/or Agencies

Division:	CreateTO	Division:	Financial Planning
Contact Name:	Pedro Giunti	Contact Name:	Karen Liu
Comments:	Comments incorporated	Comments:	Comments incorporated

Legal Services Division Contact

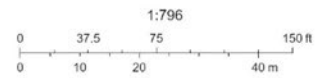
Contact Name: Bronwyn Atkinson

DAF Tracking No.: 2025-317	Date	Signature
Concurred with by: Manager, Real Estate Services Josie Lee	Oct 1 2025	Signed by Josie Lee
☐ Recommended by: Manager, Real Estate Services Devi Mohan	Sept 30 2025	Signed by Devi Mohan
☒ Approved by:		
☐ Approved by: Director, Real Estate Services Alison Folosea		X



2025-09-17, 4:00:08 p.m.

- Override 1
- Property Parcel Address
- REGULAR
- RESERVED



City of Toronto

Geospatial Competency Centre (GCC)
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