



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

TRACKING NO.: 2026-264

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

Prepared	Fiona Thomas	Division:	Corporate Real Estate Management										
Date	July 28, 2026	Phone No.:	(416) 338-5045										
Purpose	To obtain authority to enter into a licence agreement with Metrolinx with respect to parts of public highway lands in the Willowdale ward, Toronto, for the purpose of subsurface access, use and construction of works related to the Yonge North Subway Extension (the "Licence").												
Property	Parts of subsurface public highway lands in Ward 18, shown in Appendix "A" (the "Licensed Areas").												
Actions	1. Authority be granted to enter into the Licence with Metrolinx, 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	In accordance with the terms of the Real Estate Protocol (defined below), the Licence will be for nominal consideration as the Licensed Areas are all within public highway lands. The Chief Financial Officer and Treasurer has reviewed this DAF and agrees with the financial implications as identified in the Financial Impact section.												
Comments	On December 15, 2021, City Council adopted item EX28.12 "Metrolinx Subways Program – Real Estate Protocol and Principles for Subways and GO Expansion Programs." Upon its adoption, the City, TTC and Metrolinx entered into an agreement dated June 16, 2022, which outlined the process for real estate transactions related to subway projects (the "Real Estate Protocol"). The Real Estate Protocol provides a clear process for the City, TTC and Metrolinx to follow relating to the acquisition, ownership and disposition of real property between the parties, both temporary and permanent interests, required for the Subways Program, which includes the Yonge North Subway Extension ("YNSE"). Metrolinx requires access and use of the Licensed Areas to complete works in connection with the stations, rails and systems scope of the YNSE. The City has agreed to grant an initial Licence to Metrolinx to complete the works. Once Metrolinx has completed all construction related activities on the Licensed Areas, Metrolinx will seek a transfer of all required permanent property interests under a separate transfer agreement. Staff from Transportation Services and Toronto Water have no objection to the granting of the Licence. The form of the Licence is substantially in the form appended to the Real Estate Protocol. On June 26, 2024, City Council adopted staff report EX15.2 titled "Priorities in Transit Expansion and Transit-Oriented Communities Projects." The report contained a recommendation that required Metrolinx to provide the City with certain information prior to completing any further real estate transactions involving City lands. The Transit Expansion (TE) Division has confirmed that Metrolinx has provided satisfactory information about its mitigation efforts related to construction impact to residential tenants and businesses, which satisfies the conditions set out in EX15.2 relating to the Properties.												
Terms	Term: Five years commencing on execution Option to Renew: Metrolinx has the option to extend the Licence for an additional five (5) years upon 3 (three) months notice. Fee: Nominal												
Property Details	<table border="1"> <tr> <td>Ward:</td> <td>Ward 18 – Willowdale</td> </tr> <tr> <td>Assessment Roll No.:</td> <td></td> </tr> <tr> <td>Approximate Size:</td> <td></td> </tr> <tr> <td>Approximate Area:</td> <td></td> </tr> <tr> <td>Other Information:</td> <td>37,229 m² ± (400,730 ft²±)</td> </tr> </table>			Ward:	Ward 18 – Willowdale	Assessment Roll No.:		Approximate Size:		Approximate Area:		Other Information:	37,229 m ² ± (400,730 ft ² ±)
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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:	Lily Cheng	Councillor:	
Contact Name:	Councillor Cheng	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:	Transportation Services	Toronto Water	Division:	Financial Planning
Contact Name:	Lisa Ma	Mina Mirzajani	Contact Name:	Karen Liu
Comments:	No Comments	Included in Licence	Comments:	Concurs

Legal Services Division Contact

Contact Name: Luxmen Aloysius

DAF Tracking No.: 2026-264	Date	Signature
Concurred with by: Manager, Real Estate Services Leila Valenzuela	July 31, 2026	Signed By Leila Valenzuela
☐ Recommended by: Manager, Real Estate Services Vinette Prescott-Brown	July 31, 2026	Signed By Vinette Prescott-Brown
☒ Approved by:		
☐ Approved by: Director, Real Estate Services Alison Folosea		X

Appendix "A"

Location Map

