



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

TRACKING NO.: 2026-230

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

Prepared By:	Lianne Chen	Division:	Corporate Real Estate Management										
Date Prepared:	June 12, 2026	Phone No.:	416-392-7665										
Purpose	To obtain authority to enter into a lease agreement between the City of Toronto as landlord (the " Landlord ") and a third-party tenant (the " Tenant ") with respect to the property municipally known as 11366 Parson Road, located in St. Thomas, Ontario for the purpose of residential use (the " Lease Agreement ").												
Property	The residential property municipally known as 11366 Parson Road, St. Thomas, Ontario, legally described and outlined in Appendix " B " attached hereto including the house and the land on which same are situated (the " Leased Premises ").												
Actions	Authority be granted to enter into the one (1) year Lease Agreement with the Tenant, 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 total rent revenue from the Lease Agreement is estimated to be \$28,800.00 for a term of one (1) year, commencing on August 1, 2026, and ending on July 31, 2027, or \$2,400.00 per month for the period of twelve (12) months. In addition, the Tenant is responsible for the utilities and occupancy costs including water, gas, hydro, heating and cooling. Revenues to the City will be directed to the Operating Budget for Corporate Real Estate Management (CREM) under cost center FA2490. The Chief Financial Officer and Treasurer have reviewed this DAF and agrees with the financial implications as identified in the Financial Impact section.												
Comments	The subject property is in Southwold, Ontario, and was acquired by the City of Toronto in 2009. As with other similar residential and agricultural properties acquired from Green Lane Landfill from 2007 to 2009, this property was purchased to secure the City's long-term disposal/landfill requirements. Surrounding the landfill site is a buffer zone of agricultural and residential properties. This buffer zone is expected to be in place while the landfill is operational. The subject property is located within this buffer zone. Properties contained within the buffer zone are leased, generating required revenue to maintain the area. Compass Commercial Realty LP manages the City-owned properties surrounding the Green Lane Landfill site on behalf of City of Toronto since 2015. The subject property contains a two-story dwelling consisting of 2,669 square feet and is located south of the landfill site. The Property has been vacant since December 1, 2025. A credit check on the Tenant was conducted and was deemed to be satisfactory. The proposed rent and other major terms and conditions of the Lease Agreement are considered to be fair, reasonable and reflective of market rates.												
Terms	See Appendix " B ".												
Property Details	<table border="1"> <tr> <td>Ward:</td> <td>00 – Outside City</td> </tr> <tr> <td>Assessment Roll No.:</td> <td>342400000622400</td> </tr> <tr> <td>Approximate Size:</td> <td>House = 2,669 sq ft.</td> </tr> <tr> <td>Approximate Area:</td> <td>N/A</td> </tr> <tr> <td>Other Information:</td> <td></td> </tr> </table>			Ward:	00 – Outside City	Assessment Roll No.:	342400000622400	Approximate Size:	House = 2,669 sq ft.	Approximate Area:	N/A	Other Information:	
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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:	Out of City	Councillor:	
Contact Name:	NA	Contact Name:	
Contacted by:	☐ Phone ☒ E-Mail ☐ Memo ☐ Other	Contacted by:	☐ Phone ☐ E-mail ☐ Memo ☐ Other
Comments:	No Objections	Comments:	

Consultation with Divisions and/or Agencies

Division:	Solid Waste Management	Division:	Financial Planning
Contact Name:	Sara Little	Contact Name:	Karen Liu
Comments:	No objections	Comments:	Comments incorporated

Legal Services Division Contact

Contact Name: Chris Cieslik (comments incorporated)

DAF Tracking No.: 2026-230	Date	Signature
Concurred with by:		X
☒ Recommended by: Manager, Real Estate Services Eric Allen	09-JUL-2026	Signed By Eric Allen
☐ Approved by:		
☒ Approved by: Director, Real Estate Services Alison Folosea	23-JUL-2026	Signed By Alison Folosea

Appendix "A"
Major Terms and Conditions

Gross Rent:	Current monthly rent: \$2,400 / month (no HST)
Additional Rent:	N/A
Area of Premises:	House = 2,669 ft ²
Term:	1 Year
Use:	Residential Only
Landlord's Work:	N/A
Utilities	Tenant is responsible for Hydro, Heat, and Water.
Deposit:	\$2,400 applicable to last month's rent. The Tenant agrees to increase the amount of deposit for the last month's rent to the current monthly rent as it may be increased from time to time by paying the landlord the difference between the then currently held deposit and the newly increased monthly rent.
Tenant Ending the Tenancy:	At least 60 days' notice after the initial term in accordance with the Landlord and Tenant Board ("LTB") forms.
Landlord Ending the Tenancy:	Must give proper notice with LTB forms in certain situations as set out under the <i>Residential Tenancies Act</i> , 2006 (the Act).
NSF Fee:	\$20.00 per NSF cheque.
Payment:	Rent is to be paid in advance on the 1st of the month, and subject to any increases imposed thereon by the Landlord from time to time at least (90) days prior written notices in accordance with the Ontario Landlord and Tenant Board guidelines.
Insurance:	The tenant must have liability insurance at all times, if the landlord asks for proof of coverage, the tenant must provide it, it is up to the tenant to get contents insurance if they want it.
Additional Space:	The house and the land on which the same are situated are included as part of the leased premises.
Indemnity:	The Tenant shall at all times release, indemnify, and save harmless the City and its representatives from and against any and all manner of claims, demands, damages (including indirect and consequential damages), losses, liabilities, costs, charges, fines, penalties, orders, expenses, actions, and other proceedings whatsoever made or brought against, suffered by, or imposed upon the City and its representatives, in connection with any loss, damage, or injury (including property damage, personal injury, bodily injury, and death) to any person, animal, or property arising or resulting directly or indirectly from any and all of: a) the exercise of the Lease; b) the occupation or use by the Tenant of the property or any part thereof; c) any occurrence in, on, or about the property; and d) the breach by the Tenant of any covenant or agreement under the lease.
Acknowledgement	The Tenant acknowledges that the City owns and operates a landfill and associated operations known as the Green Lane Landfill (the " Landfill "), and that the operation of the Landfill shall not be deemed to constitute a nuisance, annoyance, or similar concern constituting a default of the obligations of the City under the lease or providing the Tenant with any right of set-off in respect of the payment of rent. The Tenant further agrees not to object to any application, appeal, or Regulatory filing in respect of the continued operation of the Landfill or the expansion thereof, and cooperate with the City in respect of any such applications, appeals, or filings, as reasonably requested by the City.

Appendix "B"

Location Map & Property Photo

11366 Parson Road

PT SW1/2 LT 24 CON 3 SOUTHWOLD AS IN E353964; SOUTHWOLD
PIN 351590103

