



**City of Kingston
Information Report to Council
Report Number 25-055**

To: Mayor and Members of Council
From: Paige Agnew, Commissioner, Growth & Development Services
Resource Staff: Brandon Forrest, Director, Business, Real Estate and Environment
Date of Meeting: February 18, 2025
Subject: Report on Real Estate Transactions Completed from July 1, 2024 to December 31, 2024 Under By-Law Number 2016-189

Council Strategic Plan Alignment:

Theme: Corporate business

Goal: See above

Executive Summary:

This information report provides Council with a list of real estate transactions completed under delegated authority from July 1 – December 31, 2024.

In August 2014, Council approved By-Law Number 2014-141 to delegate authority for the approval of low value and short-term real estate transactions to the Commissioner having responsibility for real estate services. This by-law was subsequently included in By-Law Number 2016-189 'A By-Law to Consolidate the Delegation of Powers and Duties'.

Recommendation:

This report is for information only.

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Authorizing Signatures:

ORIGINAL SIGNED BY COMMISSIONER

**Paige Agnew, Commissioner,
Growth & Development Services**

ORIGINAL SIGNED BY CHIEF

ADMINISTRATIVE OFFICER

**Lanie Hurdle, Chief
Administrative Officer**

Consultation with the following Members of the Corporate Management Team:

Jennifer Campbell, Commissioner, Community Services	Not required
Neil Carbone, Commissioner, Corporate & Emergency Services	Not required
David Fell, President & CEO, Utilities Kingston	Not required
Ian Semple, Acting Commissioner, Transportation & Infrastructure Services	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	Not required

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Options/Discussion:

In 2014, Council approved By-Law Number 2014-141 to delegate authority for approval of low value real estate transactions and short-term low value leasing and licencing agreements to the Commissioner having responsibility for real estate services. To further improve efficiencies in corporate accountability and transparency, Council approved By-Law Number 2016-189 'A By-Law to Consolidate the Delegation of Powers and Duties' which included approval for real estate transactions previously delegated under By-Law Number 2014-141.

The by-law requires the Commissioner with authority for real estate transactions to report to Council no less than twice per year on the exercise of the delegation of authority.

Exhibit A lists the 17 land transactions completed from July 1 – December 31, 2024, by delegated authority. Transactions summarized by category include:

- Revenue Leases and Licenses (City as Landlord) – 8
- Acquisition Leases and Licenses (City as Tenant) – 3
- Acquisition of Property Interests – 6
- Disposition of Property Interests – 0

Existing Policy/By-Law

By-Law Number 2014-141 A By-Law to Repeal By-law 2009-111 and to Delegate Approval of Certain Administrative Real Estate Matters

By-Law Number 2016-189 'A By-Law to Consolidate the Delegation of Powers and Duties'

Financial Considerations

None

Contacts:

Steve Biro, Property Specialist, Real Estate 613-546-4291 extension 3169

Other City of Kingston Staff Consulted:

None

Exhibits Attached:

Exhibit A Real Estate Transactions Completed Under Delegated Authority By-Law Number 2016-189 for the Period July 1 – December 31, 2024

Real Estate Transactions Completed Under Delegated Authority By-Law Number 2016-189

July 1, 2024, to December 31, 2024

Type of Real Estate Transaction	Property Affected	Individual/Organization	Amount	Reason for the Agreement
Acquisition of property less than \$100,000	390 Palace Road	The Roman Catholic Episcopal Corporation of the Diocese of Kingston in Canada	\$1.00	Transfer of road widening to the city from the Church owner
Acquisition of property less than \$100,000	Cataraqui Woods & Princess St-Remnant parcel	Tamarack (Cataraqui West) Corporation	\$1.00	Conveyance of remnant parcel to the city
Acquisition of property less than \$100,000	1 Queen Street	2103228 Ontario INC.	\$1.00	construction agreement for storm sewer and eventual permanent easement
Acquisition of property easement less than \$100,000	Abbey Dawn Road	Residential owner	\$2000.00	Grant of easement over private property for culvert replacement
Acquisition of property easement less than \$100,000	Abbey Dawn Road	Residential owner	\$2000.00	Grant of easement over private property for culvert replacement
Acquisition of property easement less than \$100,000	Woodhaven Subdivision	R. Paul Martin Construction Company	\$1.00	Grant of easement over private property for city infrastructure
Acquisition of lease or license	Waterfront trail	Abna Investments	\$5300.00/ year	License for waterfront trail access at coal doc

less than \$150,000 and 10 years				
Acquisition of lease or license less than \$150,000 and 10 years	Cataraqui Center	Residential owner	\$1.00	license of space for planning booth at Cataraqui Center Mall
Acquisition of lease or license less than \$150,000 and 10 years	2360 Princess Street	15472491 Canada Inc.	\$21,600.00/ month	Short term lease agreement for Dawn House
Revenue license less than \$150,000 and 10 years	Crawford Wharf	Kingston and the Islands Boat Lines Inc	\$23,940.00/ Year	Patio License Agreement-Kingston and the Islands Boat Lines Inc
Revenue license less than \$150,000 and 10 years	Cataraqui Community Center dressing room	RELM Sports	\$700.00/ month	Short term License of dressing room at the Cataraqui Community Center
Revenue license less than \$150,000 and 10 years	Cataraqui Community Center	1000249182 Ontario Inc.	\$7,650.00/ year	Concession services agreement-Cataraqui Community Center
Revenue license less than \$150,000 and 10 years	St Lawrence Business Park	Trade @ 401 Limited Partnership	\$1.00	Permission To Enter License for site grading and mobilization
Revenue license less than \$150,000 and 10 years	175 Patrick Street	Anchor Concrete Products Ltd	\$1.00	License agreement to allow construction staging materials

Revenue license less than \$150,000 and 10 years	Invista Center dressing room and office space	GKGHA	\$750.00/ month	License of dressing room and office space at the Invista Center
Revenue license less than \$150,000 and 10 years	Invista Center dressing room and office space	KAMHA	\$650.00/ month	License of dressing room and office space at the Invista Center
Revenue license less than \$150,000 and 10 years	36 University Avenue	Queens University	\$1.00	Temporary Access and Construction Agreement for 36 University Avenue.