



**City of Kingston  
Information Report to Council  
Report Number 24-066**

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**To:** Mayor and Members of Council  
**From:** Paige Agnew, Commissioner, Growth & Development Services  
**Resource Staff:** Brandon Forrest, Director, Business, Real Estate & Environment  
**Date of Meeting:** February 6, 2024  
**Subject:** Report on Real Estate Transactions Completed from July 1, 2023 to December 31, 2023 Under By-Law Number 2016-189

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**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, 2023.

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

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

ORIGINAL SIGNED BY CHIEF

ADMINISTRATIVE OFFICER

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**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 Services	Not required
David Fell, President & CEO, Utilities Kingston	Not required
Peter Huigenbos, Commissioner, Major Projects & Strategic Initiatives	Not required
Brad Joyce, Commissioner, Infrastructure, Transportation & Emergency 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 15 land transactions completed from July 1 – December 31, 2023, by delegated authority. Transactions summarized by category include:

- Revenue Leases and Licenses (City as Landlord) - 8
- Acquisition Leases and Licenses (City as Tenant) - 1
- Acquisition of Property Interests – 3
- Disposition of Property Interests- 3

**Existing Policy/By-Law**

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

**Notice Provisions**

None

**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, 2023

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

**July 1, 2023 to December 31, 2023**

<b>Type of Real Estate Transaction</b>	<b>Property Affected</b>	<b>Individual/Organization</b>	<b>Amount</b>	<b>Reason for the Agreement</b>
Acquisition of property less than \$100,000	1472 McAdoo's Lane	2747322 Ontario Ltd.	\$1.00	Transfer of road widening outside of development agreement with 2747322 Ontario Ltd.
Acquisition of property easement less than \$100,000	10 Hyperion Court	Hydro One	\$1.00	Grant of easement and release of easements over City property- Nominal value-easement swap
Acquisition of property easement less than \$100,000	KECC/ LSS	Limestone District School Board	\$1.00	Grant of easement to the City over school boards property
Disposition of Easement Agreement less than \$100,000	10 Hyperion Court	Hydro One	\$1.00	Grant of easement and release of easements over City property- Nominal value-easement swap
Disposition of Easement Agreement less than \$100,000	Block E- Rosedale estates	Residential owner	\$1	Grant of easement to owner to gain access to owners' property
Disposition of Easement Agreement less than \$100,000	162 Rideau Street	Residential owner	\$1	Grant of easement to owner to gain access to owners' property
Acquisition of lease or license less than \$150,000 and 10 years	Anglin Bay parking lot	Transport Canada	\$7,404.57/year	lease of space from Transport Canada for parking in the Anglin Bay parking lot
Revenue lease less than \$150,000 and 10 years	Portsmouth Olympic Harbour	Neptune & Salacia Diving Inc.	\$39,651.48/ Year	use of space for diving operations at Portsmouth Olympic Harbour

**Exhibit A**  
**Report Number 24-066**

<b>Type of Real Estate Transaction</b>	<b>Property Affected</b>	<b>Individual/Organization</b>	<b>Amount</b>	<b>Reason for the Agreement</b>
Revenue license less than \$150,000 and 10 years	Invista Center dressing room and office space	RELM Sports	\$850.00/month	Short term License of dressing room and office space at the Invista Center
Revenue license less than \$150,000 and 10 years	Parking 27 Place D'Armes	2314033 Ontario Ltd.	\$1181.47/month	13 spots in the right of way utilized for parking spots for building tenants at 27 Place D'Armes
Revenue license less than \$150,000 and 10 years	Parking Ontario Street	Jay Patry Enterprises Inc.	\$764.51/month	Parking spots in laneway right of way for building tenants at 265 Ontario Street
Revenue license less than \$150,000 and 10 years	Invista Center dressing room and office space	GKGHA	\$1000.00/month	License of dressing room A and office space at the Invista Center
Revenue license less than \$150,000 and 10 years	Invista Center dressing room and office space	GKGHA	\$750.00/month	License of dressing room B and office space at the Invista Center
Revenue license less than \$150,000 and 10 years	Hangar 4 Airport	Cygnnet Aviation Academy LP	\$50,000.00/year	License of Hangar 4 at the Airport for 2 years
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