



To: Committee of the Whole
Meeting Date: April 11, 2024
From: Dino Basso
Commissioner of Corporate Services
Re: **Chief Administrative Officer and Commissioner of Corporate Services Use of Delegated Authority for Land Acquisitions and Dispositions 2023**

This memo provides Council with a summary of transactions under Delegation Bylaw 2023-31 and fulfills the reporting requirements for the year ended December 31, 2023.

Chief Administrative Officer and Commissioner of Corporate Services may authorize acquisitions and dispositions up to \$500,000 under Delegation Bylaw 2023-31. Corporate Land Acquisition Policy and Sale and Other Disposition of Regional Lands Policy require the Commissioner of Corporate Services to report to Council, annually, acquisitions and dispositions authorized under Delegation Bylaw 2023-31.

Private Attachment 1 will be considered in private session pursuant to section 239(2)(c) of the *Municipal Act, 2001*, as it relates to acquisition and disposition of lands by the Region.

Key points:

- Pursuant to Delegation Bylaw 2023-31, the Chief Administrative Officer and Commissioner of Corporate Services jointly approved 16 acquisition agreements for lands and interests in lands where total compensation is \$500,000 or less, in 2023
- Pursuant to Delegation Bylaw 2023-31, the Chief Administrative Officer authorized approved four individual disposition agreements for lands where total compensation is \$500,000 or less, in 2023

Corporate Policy provides for delegated authority of acquisitions and dispositions where total compensation is \$500,000 or less

Corporate Land Acquisitions Policy (“Acquisitions Policy”) and Sale and Other Disposition of Lands Policy (“Dispositions Policy”) establish a comprehensive framework for acquisitions and dispositions of real property by the Region. These Policies set out procedures for facilitating transactions, including valuation, environmental due diligence, and delegation of authority.

Staff negotiated 16 acquisitions in 2023 using delegated authorities in accordance with Regional policies

In 2023, 16 acquisitions were negotiated under delegated authority of the Chief Administrative Officer and Commissioner of Corporate Services. Total compensation paid to sellers was \$898,627, summarized in Private Attachment 1.

Dispositions were completed for surplus lands

Staff facilitated four dispositions subject to delegated authority of the Chief Administrative Officer, with proceeds totalling \$240,070, in Private Attachment 1. Fee simple dispositions involved lands not required for Regional purposes.

Council authorized the Commissioner of Corporate Services to approve final compensation for two dispositions in 2023

In [January 2022](#) and [May 2023](#), Council approved dispositions of properties at 752 19th Avenue in the Town of Richmond Hill and 18969 2nd Concession Road in the Town of East Gwillimbury. Approvals by Council were based on appraised values and subject to staff reporting final sale prices to Council. Commissioner of Corporate Services executed agreements for the two dispositions in 2023 (Private Attachment 1).

For more information on this memo, please contact Michael Shatil, Director, Property Services at 1-877-464-9675 ext. 71684. Accessible formats or communication supports are available upon request.



Dino Basso
Commissioner of Corporate Services



Erin Mahoney
Chief Administrative Officer

March 26, 2024
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Private Attachment 1 - Transaction Summary (#15985553)