



## Real Property Management

### Where to Find Information? Who to call?

Name	Contact Info	Reason
Incorporated Synod of the Diocese 135 Adelaide Street E Toronto, ON M5C 1L8	Property Resources Department 416-363-6021  Dianne McIntyre, Property Resources Assistant, ext. 280 <a href="mailto:dmcintyre@toronto.anglican.ca">dmcintyre@toronto.anglican.ca</a> Wendy Pearson, Property Resources Specialist, ext. 245, <a href="mailto:emasiewicz@toronto.anglican.ca">emasiewicz@toronto.anglican.ca</a> David Badian, Director of Property Resources, ext. 245 <a href="mailto:dbadian@toronto.anglican.ca">dbadian@toronto.anglican.ca</a> [currently on-leave] Rob Saffrey, Executive Director, ext. 251 <a href="mailto:rsaffrey@toronto.anglican.ca">rsaffrey@toronto.anglican.ca</a>	<b>Parish Support</b> Facility Rentals (License and Lease Agreements), Purchase and Sale of Property, Capital Improvements, Expropriations, Rectories, Cemeteries, Memorial Gifts, Parish Boundaries.  <a href="https://www.toronto.anglican.ca/parish-administration/real-estate/">https://www.toronto.anglican.ca/parish-administration/real-estate/</a>
Bereavement Authority of Ontario (BAO)	<a href="http://www.thebao.ca">www.thebao.ca</a> 647-483-2645 or 1-844-493-6356 <a href="mailto:info@thebao.ca">info@thebao.ca</a>	Funeral, Burial and Cremation Services Act, 2002, and its regulations: <a href="http://www.e-laws.gov.on.ca">www.e-laws.gov.on.ca</a>
Where Do I Get Information?	<a href="https://www.toronto.anglican.ca/parish-administration/real-estate/">https://www.toronto.anglican.ca/parish-administration/real-estate/</a>	<ul style="list-style-type: none"> <li>• Facility Rentals (License and Lease Agreements)</li> <li>• Purchase and Sale of Property</li> <li>• Capital Improvements</li> <li>• Expropriations</li> <li>• Rectories</li> <li>• Cemeteries</li> <li>• Memorial Gifts</li> <li>• Parish Boundaries</li> </ul>
Cemeteries	Wendy Pearson, Property Resources Specialist, ext. 245, <a href="mailto:wpearson@toronto.anglican.ca">wpearson@toronto.anglican.ca</a>  <a href="https://www.toronto.anglican.ca/parish-administration/real-estate/church-property/cemeteries/">https://www.toronto.anglican.ca/parish-administration/real-estate/church-property/cemeteries/</a>	Question related to church cemeteries
Capital Improvement Projects or expansions	Wendy Pearson, Property Resources Specialist, ext. 245, <a href="mailto:wpearson@toronto.anglican.ca">wpearson@toronto.anglican.ca</a>  <a href="https://www.toronto.anglican.ca/parish-administration/real-estate/church-property/renovationscapital-improvements-2/">https://www.toronto.anglican.ca/parish-administration/real-estate/church-property/renovationscapital-improvements-2/</a>	Projects where the scope of work requires pulling a building permit and approval under Canon 6

<p>License Agreements and Lease Agreements</p>	<p>Dianne McIntyre, Property Resources Assistant, ext. 280  <a href="mailto:dmcintyre@toronto.anglican.ca">dmcintyre@toronto.anglican.ca</a></p> <p><a href="https://www.toronto.anglican.ca/parish-administration/real-estate/facility-rentals/license-agreement/">https://www.toronto.anglican.ca/parish-administration/real-estate/facility-rentals/license-agreement/</a></p> <p><a href="https://www.toronto.anglican.ca/parish-administration/real-estate/facility-rentals/lease-agreement/">https://www.toronto.anglican.ca/parish-administration/real-estate/facility-rentals/lease-agreement/</a></p>	<p>License Agreements including Parking License Agreements</p> <p>Lease Agreements including Residential</p> <p>Checklists via Canon 6 Simplified Process email to:  <a href="mailto:canon6@toronto.anglican.ca">canon6@toronto.anglican.ca</a></p>
<p>Purchase and Sale of Property and Church Closings</p>	<p>Wendy Pearson, Property Resources Specialist, ext. 245,  <a href="mailto:wpearson@toronto.anglican.ca">wpearson@toronto.anglican.ca</a></p> <p><a href="https://www.toronto.anglican.ca/parish-administration/real-estate/church-property/purchase-and-sale/">https://www.toronto.anglican.ca/parish-administration/real-estate/church-property/purchase-and-sale/</a></p>	<p>Questions related to the purchase and sale of church property</p>
<p>Church Financing</p>	<p>Wendy Pearson, Property Resources Specialist, ext. 245,  <a href="mailto:wpearson@toronto.anglican.ca">wpearson@toronto.anglican.ca</a></p> <p><a href="https://www.toronto.anglican.ca/about-the-diocese/corporate-information/diocesan-council-and-its-committees/trusts-committee/">https://www.toronto.anglican.ca/about-the-diocese/corporate-information/diocesan-council-and-its-committees/trusts-committee/</a></p>	<p>For loans “not expected to be liquidated in one (1) year”</p>