

**Report from** Financial Management Services, Property Management

**Date of Report:** March 5, 2020

**Date of Meeting:** March 11, 2020

**Report Number:** FMS-B004-2020

**File:** 16.7.99

**Subject:** City-Owned Land Parcels

## Recommendation

That Report FMS-B004-2020, regarding City-Owned Land Parcels, be received for information.

## Background

At its April 16, 2018 meeting, the Budget Standing Committee (BSC) received a memorandum containing a facility asset summary with an asset description, facility category and facility sub-categories. Staff were asked to provide further information regarding City-owned land parcels.

On June 17, 2019, Budget Standing Committee received report [FMS-B022-2019](#) which identified 424 parcels of City-owned land classified into the following categories:

- Boulevards and Gores;
- EPA Lands-Green Space;
- Walkway, Laneway, Former Rail;
- Held for Improvement; and
- Vacant Land.

Parcels that were categorized as vacant land and held for improvement were to be investigated further and if deemed surplus to City requirements and able to be disposed of, staff would report back to Council in accordance with the City's sale of land process. The vacant lands parcels are shown on Appendix 1.

## Report

The City's Property Coordinating Committee is an informal committee of staff that is consulted by Realty Services when the disposal of City-owned land or buildings is being considered. The committee consists of staff from Community, Recreation and Culture Services (CRCS), Engineering, Facilities and Environmental Services (EFES), Financial Management Services (FMS), Legal and Clerks Services (LCS) and Planning and Building Services (PBS). Comments are sought to confirm there is no internal requirement for the land, to determine any limitations on use including existence of any infrastructure or utilities that may require an easement and to provide any known history

and potential environmental concerns that may impact the property. Official plan and zoning information is provided and a recommendation is ultimately made on whether or not sale is possible. The Property Coordinating Committee has reviewed all of the lands shown on Appendix 1, as well as the parcel at 193 James Street categorized as held for improvement to determine if any of the parcels could be declared surplus and disposed of through the City's sale of land process. The Property Coordinating Committee comments are provided on Appendix 2.

It was determined that a number of the vacant land parcels contain significant infrastructure and therefore the land should be retained by the City. Where encroachments by adjacent property owners were discovered, staff will be reaching out to those owners to either request removal or formalize the encroachment by way of agreements, or to see if there is interest in acquiring the land to merge with their properties. 29 Emmett Road is the only parcel that could be potentially developed in isolation and staff are investigating this parcel further taking into consideration the ditch that will need to be relocated by the City in order to permit any re-development of the property. If relocating the ditch is feasible, the costs to do so will be included in the 2021 capital budget. If 29 Emmett Road is deemed surplus, the parcel will be referred to the Surplus Lands Development Task Force to undertake due diligence and develop both business and social impact cases, for the sale of surplus City lands for development. Further, if any land transactions proceed, staff will report to Council in accordance with the City's sale of land process.

## **Financial Implications**

There are no financial implications associated with this report. If the surplus land parcels are sold, current policy directs that all land sale proceeds be credited to the Civic Project Fund.

## **Relationship to Strategic Plan**

Economic Prosperity for all is enhanced through:

- Effective asset management, which in this case, may include receipt of revenue through the sale of land.

Environmental Stewardship is enhanced through:

- Continuing responsible community planning and decision making that balances growth and enhances quality of life.

## **Conclusion**

This report provides BSC with further information in regards to City owned vacant land. The lands categorized as vacant and held for improvement have been investigated further by staff to determine if they could be declared surplus to the City's needs. If any sale of land proceeds, staff will report back to Council in accordance with the City's sale of land process.

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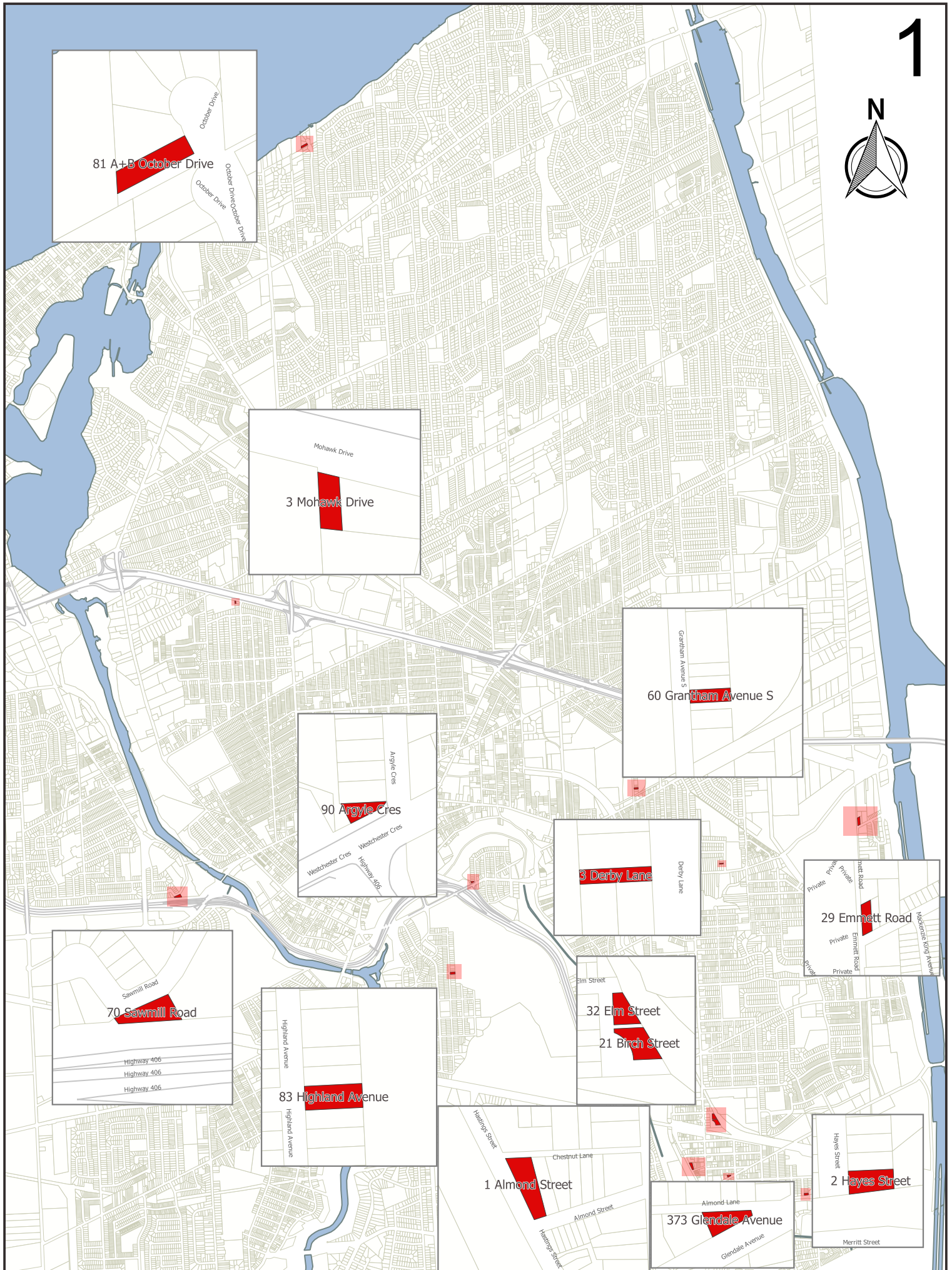
Director of Financial Management Services / City Treasurer

## **Appendices**

Appendix 1 – Vacant Land Parcels

Appendix 2 – Property Coordinating Committee Comments

# Vacant Land Parcels



## Property Coordinating Committee Comments

Location	Area in Sq M	Surplus	Zoning	Comments
1 Almond Street	819	No	R2	Subject to an existing lease agreement for parking.
90 Argyle Crescent	206	Yes	R2	Potential disposal to adjacent property owner.
21 Birch Street	1357	No	M1	Contains hydro transmission lines overhead. Possible encroachments. Potential for agreement to formalize.
3 Derby Lane	186	No	R3	Contains City sanitary sewer.
32 Elm Street	943	No	M1	Former rail lands. Further investigation required.
29 Emmett Road	1091	Yes	M1	Contains drainage ditch on the property that may be relocated to allow development.
373 Glendale Avenue	247	No	R2	Contains sanitary sewer. Potential agreement with abutting owner.
60 Grantham Avenue	297	No	E1	Possible encroachments. Potential for agreement to formalize.
2 Hayes Street	441	No	R2	Contains steep slope, waterline and overhead hydro adjacent to an abandoned railway.
83 Highland Avenue	557	No	R2	Contains sanitary sewer. Retained for future access to the golf course at the rear of the property. Possible encroachments. Potential for agreement to formalize.
3 Mohawk Drive	137	Yes	R1	May contain sanitary sewer. Potential disposal to abutting owners.
81A and 81B October Drive	405 660	No	G2 R1	Contains significant underground infrastructure.
70 Sawmill Road	738	To be determined	G1	Within MTO setbacks from 406. Requires further investigation.
193 James Street	223	No	R3-93	Acquired in 2014. Determining next steps for improving this parcel to a gateway for downtown.