

- 6. DECLARATION OF SURPLUS – 316 DONALD B. MUNRO DRIVE; AND DISPOSAL OF PART OF BLOCK 58, PLAN 4M-948 – NATURE TRAIL CRESCENT TO THE ADJACENT PROPERTY OWNERS
DÉCLARATION COMME EXCÉDENTAIRE – 316, PROMENADE DONALD B. MUNRO; ET ALIÉNATION D'UNE PARTIE DE L'ÎLOT 58, PLAN 4M-948 – CROISSANT NATURE TRAIL, AUX PROPRIÉTAIRES DES BIENS-FONDS ADJACENTS**

COMMITTEE RECOMMENDATIONS

1. That City Council:
 - a) Waive the requirement in Section 1.2 of the City's Real Property Disposal Policy requiring all real property to be disposed of at market value to support the disposal of Part of Block 58, Plan 4M-948 – Nature Trail Crescent;
 - b) Approve the sale of the non-viable land having an area of 39.4 square meters, shown as Parcel 1 on Document 2 attached and described as Part of Block 58, Plan 4M-948, Nature Trail Crescent to the adjacent property owners, for the sum of One Dollar (\$1.00); and
 - c) Delegate authority to the Director, Corporate Real Estate office to negotiate, conclude and execute, on behalf of the City, the final documents required to complete this transaction, within the contractual and financial parameters set forth in this report.

RECOMMANDATIONS DU COMITÉ

1. Que le Conseil :
 - a) Renonce à la disposition de l'article 1.2 de la Politique sur l'aliénation des biens immobiliers de la Ville exigeant que les biens immobiliers soient aliénés à leur valeur marchande, afin de permettre l'aliénation d'une partie de l'îlot 58, Plan 4M-948 –

croissant Nature Trail;

- b) **Approuve la vente du terrain non viable d'une superficie de 39,4 mètres carrés, correspondant à la parcelle 1 dans le document 2 ci-joint et décrit comme constituant une partie de l'îlot 58, Plan 4M-948, croissant Nature Trail, aux propriétaires des biens-fonds adjacents pour un montant d'un dollar (1,00 \$); et**
- c) **Délègue au directeur, Bureau des services immobiliers municipaux, le pouvoir de négocier, de conclure, de modifier et de signer, au nom de la Ville, les documents finaux requis aux fins de cette transaction, conformément aux paramètres contractuels et financiers énoncés dans le présent rapport.**

DOCUMENTATION/DOCUMENTATION

1. Director's report, Corporate Real Estate Office, Infrastructure and Economic Development Department, dated June 24, 2021 (ACS2021-PIE-CRO-0010)

Rapport du Directeur Initiatives et Mise en valeur en immobilier, Direction générale de la planification, de l'infrastructure et du développement économique, daté le 24 juin 2021, (ACS2021-PIE-CRO-0010)

2. Extract of draft Minutes, Finance and Economic Development Committee, 6 July 2021.

Extrait de l'ébauche du procès-verbal, Comité des finances et du développement économique, le 6 juillet 2021.

**Report to
Rapport au:**

**Finance and Economic Development Committee / Comité des finances et du
développement économique
July 6, 2021 / 6 juillet 2021**

**and Council / et au Conseil
July 21, 2021 / 21 juillet 2021**

**Submitted on June 24, 2021
Soumis le 24 juin 2021**

Submitted by

Soumis par:

Derrick Moodie

Director / Directeur

**Corporate Real Estate Office / Bureau des biens immobiliers municipal, Planning,
Infrastructure and Economic Development / Services de la planification, de
l'infrastructure et du développement économique**

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**Ward: INNES (2), WEST CARLETON-
MARCH (5)**

File Number: ACS2021-PIE-CRO-0010

**SUBJECT: Declaration of Surplus – 316 Donald B. Munro Drive; and Disposal of
Part of Block 58, Plan 4M-948 – Nature Trail Crescent to the adjacent
property owners**

**OBJET: Déclaration comme excédentaire – 316, promenade Donald B. Munro;
et aliénation d'une partie de l'îlot 58, Plan 4M-948 – croissant Nature
Trail, aux propriétaires des biens-fonds adjacents**

REPORT RECOMMENDATIONS

- 1. That the Finance and Economic Development Committee declare the property municipally known as 316 Donald B. Munro Drive, legally described as Block B, Registered Plan 852, geographic Township of West Carleton (Parts 1 and 2, 4R-15113), being all of PIN 04534-0468 and shown as Parcel 1 on Document 1, attached as surplus to City requirements.**
- 2. That the Finance and Economic Development Committee recommend City Council:**
 - a) Waive the requirement in Section 1.2 of the City's Real Property Disposal Policy requiring all real property to be disposed of at market value to support the disposal of Part of Block 58, Plan 4M-948 – Nature Trail Crescent;**
 - b) Approve the sale of the non-viable land having an area of 39.4 square meters, shown as Parcel 1 on Document 2 attached and described as Part of Block 58, Plan 4M-948, Nature Trail Crescent to the adjacent property owners, for the sum of One Dollar (\$1.00); and**
 - c) Delegate authority to the Director, Corporate Real Estate office to negotiate, conclude and execute, on behalf of the City, the final documents required to complete this transaction, within the contractual and financial parameters set forth in this report.**

RECOMMANDATIONS DU RAPPORT

- 1. Que le Comité des finances et du développement économique déclare excédentaire, par rapport aux besoins de la Ville, la propriété dont l'adresse municipale est le 316, promenade Donald B. Munro, légalement décrite comme constituant l'îlot B, plan enregistré 852, dans le canton géographique de West Carleton (parties 1 et 2, 4R-15113), relevant intégralement du NIP 04534-0468 et correspondant à la parcelle 1 dans le document 1 ci-joint 1 on Document 1.**
- 2. Que le Comité des finances et du développement économique recommande ce qui suit au Conseil :**

- a) **Renoncer à la disposition de l'article 1.2 de la Politique sur l'aliénation des biens immobiliers de la Ville exigeant que les biens immobiliers soient aliénés à leur valeur marchande, afin de permettre l'aliénation d'une partie de l'îlot 58, Plan 4M-948 – croissant Nature Trail;**
- b) **Approuver la vente du terrain non viable d'une superficie de 39,4 mètres carrés, correspondant à la parcelle 1 dans le document 2 ci-joint et décrit comme constituant une partie de l'îlot 58, Plan 4M-948, croissant Nature Trail, aux propriétaires des biens-fonds adjacents pour un montant d'un dollar (1,00 \$); et**
- c) **Déléguer au directeur, Bureau des services immobiliers municipaux, le pouvoir de négocier, de conclure, de modifier et de signer, au nom de la Ville, les documents finaux requis aux fins de cette transaction, conformément aux paramètres contractuels et financiers énoncés dans le présent rapport.**

BACKGROUND

Recommendation 1: 316 Donald B. Munro Drive

316 Donald B. Munro Drive, formerly known as the Julia Pumping Station, is located in the Village of Carp and is improved with a block building and underground reservoir and is legally described as Block B, Registered Plan 852. The property has an area of 901.34 square meters is zoned V1M – Village Residential.

The property was acquired in 1972 by the Regional Municipality of Ottawa-Carleton (RMOC) from the Corporation of the Township of Huntley. In 1998, RMOC decommissioned the pumping station when the Communal Water and Sewer Pumping System was constructed.

The property is shown in Parcel 1 on Document "1" attached hereto and is legally described as Block B, Registered Plan 852. The property is zoned V1M – Village Residential First Density Zone with an area of approximately 901.34 square metres (9,702 square feet).

An internal and utility circulation was completed in May 2021 to determine if there was any other municipal requirement for the property. Based on comments received to date, there is no departmental need to retain 316 Donald B. Munro Drive in City ownership.

In compliance with the Disposal of Surplus Property Policy and Procedures, specifically with respect to the potential sale of a viable property, an external circulation was completed. The circulation was sent to the various school boards and government agencies. To date, none of these external agencies expressed a need for the property.

Recommendation 2: Block 58, Plan 4M-948 – Nature Trail

The Corporate Real Estate Office (CREO) was approached by the Development Review Unit of the Planning, Infrastructure and Economic Department (PIED), to initiate the internal process to determine if a portion of Block 58 on Plan 4M-948 can be declared as surplus. This block was originally conveyed to the City as part of a subdivision for the purpose of a walkway along the ravine. The adjacent lands in a neighbouring subdivision (Orleans Village Phase 1), have now been developed and no connection was provided to these lands, leaving a dead-end portion of the undeveloped walkway adjacent to 534 Ponthieu Circle. Planning staff has advised that no plan exists or is proposed to develop the walkway on this segment, and the Recreation, Cultural and Facility Services Department has confirmed the same.

Based on the consensus from both the Planning, Infrastructure and Economic Development and Recreation, Cultural and Facility Services Departments, a utility circulation was undertaken on the property in October 2019. No objections to the disposal of subject lands were received.

The property is shown as Parcel 1 on Document 2, attached is legally described as Part of Block 58 on Plan 4M-948, in the City Ottawa. The subject property is approximately 39.4 square metres (424 square feet). As the property is not sufficient in size to support any development on the property, it is therefore considered to be non-viable.

DISCUSSION

Recommendation 1: 316 Donald B. Munro Drive

As the pumping station has been decommissioned and there has been no other demonstrated need to date to retain 316 Donald B. Munro Drive for a City mandated purpose, staff is recommending that the property be declared surplus to City requirements and marketed for sale to the general public. This is in keeping with the City's mandate to dispose of properties no longer required by the municipality.

Following the approval of Recommendation 1, staff will proceed with the preparation of the appropriate documents to market 316 Donald B. Munro Drive for sale.

Recommendation 2: Block 58, Plan 4M-948 – Nature Trail Crescent

CREO staff have reviewed the possibility of disposing of the property to the abutting landowners, in the interests of facilitating the longer term maintenance of this orphaned piece of land. Being only two metres in width, it is insufficient to support any development. As a result of departmental approval and a utility circulation, it was determined that the property was not required for municipal or any other purposes and could be declared surplus and sold.

The property was offered to all abutting landowners in July/August 2020 at fair market value, which ranged from \$11,000 to \$15,000. None of the three abutting landowners expressed interest in acquiring the lands for the appraised value. The property owners at 534 Ponthieu Circle were interested in the subject lands but not at market value. Their position is the subject lands are unusable due to a significant drainage swale along the existing south property line and the maintenance costs associated with these subject lands.

As a disposal for a nominal value was being considered due to the topography of the property, ongoing maintenance and potential liability, the property owners at 2169 & 2171 Nature Trail Crescent were approached again regarding their interest in purchasing the property. The property owner at 2171 Nature Trail Crescent responded by indicating they had no interest in acquiring a portion of the walkway. The property owner at 2169 Nature Trail Crescent however expressed an interest in a portion of the walkway, and staff are working with them and the homeowners of 534 Ponthieu Circle on the division of the property. Any fence relocations required as part of this transaction will be the responsibility of the property owners.

If this non-viable property remains in City ownership or until fair market value could be obtained, the City would be required to initially landscape and continue to maintain the property annually. The property is currently fenced on both sides by the abutting neighbors and the developer has installed a fence to enclose the property, so as to avoid it becoming a safety issue and entrapment area. It is a narrow strip of sloping land, and the fences create no clear sight lines to detract from vagrants or loitering on the property. If the city continues to own the parcel, the developer's fence would need to be removed and a gate installed for maintenance purposes. Annual maintenance costs have been estimated at approximately \$1,560 to \$2,340.

The property was appraised based on value in contribution to the adjacent lots. Fair market value was established between a range of \$11,000 to \$14,850.

If the City were to sell this portion of walkway to the adjacent owners for nominal value, the City would absolve itself from future landscaping and maintenance costs, gate installation and any potential liability while gaining additional property taxes on the property. An analysis of costs shows a payback on savings in approximately six to eight years.

In summary, although CREO staff does not typically sell property for nominal value, staff has determined that disposing of the subject property for \$1.00 to the adjacent owners is the most viable option and in the overall best interest of the City for the following reasons:

- the City having no future use for this strip of property;
- the lack of connectivity to the rest of the recreational trail system;
- potential liability issues around safety;
- the typography of the property; and
- the ongoing issues around access to the space and maintenance costs.

Section 1.2 of the City's Disposal of Real Property Policy requires that real property be sold at market value and recommendation 2a requests City Council waive this requirement. Section 1.3 of the Disposal of Real Property Policy states City Council may, unless prohibited by the Municipal Act, authorize the Disposal of Real Property at less than Market Value if, in its opinion it is in the best interests of the City to do so.

Based on the above information, staff is recommending that council approve the sale to the adjacent property owners as identified in recommendations 1 and 2 in this report.

RURAL IMPLICATIONS

There are no rural implications associated with the recommendations in this report

AFFORDABLE HOUSING LAND AND FUNDING POLICY

The Affordable Housing Land and Funding Policy approved by Council on April 26, 2017 advances the vision and targets established in the Ten-Year Housing Homelessness Plan, the Official Plan and other Council-approved affordable housing initiatives. The policy also requires that the Official Plan target of 25 per cent affordable housing be met on any City owned property where existing or proposed zoning allows

for residential uses. These zones include all residential zones (R) - Village and rural residential zones (RR, RU, VM, V1 – V3) - Mixed use/commercial zones (TM, AM, GM, MC, MD and TD) and Institutional zones (I1 and I2).

Where a property is disposed of without a condition requiring an affordable housing component in any of the above zones, 25 per cent of the net proceeds from the sale are to be credited to a housing fund to be used for the development of affordable housing elsewhere in the City.

316 Donald B. Munro Drive is zoned V1M – Village Residential First Density Zone. Therefore 25 per cent of the net proceeds from the sale of 216 Donald B. Munro Drive will be directed to Housing Account 820055-507320.

Block 58, Plan 4M-948 – Nature Trail Crescent is zoned R1W – Residential First Density Zone. As there is no revenue from the sale of this property no funds will be directed to the Housing Reserve Fund as a result of the sale of Block 58, Plan 4M-948.

CONSULTATION

In accordance with policies approved by City Council on February 26, 2018, the availability of the subject properties was circulated to all City departments, including the Housing Branch, Planning, Infrastructure and Economic Development Department, and Public Works and Environmental Services to determine if the property was required for a City mandated program.

316 Donald B. Munro Drive

There were no objections or concerns expressed by the Ward Councillor or any City department to date. If any concerns or objections are received before the report is dealt with by the Finance and Economic Development Committee, they will be brought forward to the Committee at that time. No expressions of interest were received from the outside government agencies and school boards, nor the utility companies to date.

Block 58, Plan 4M-948 – Nature Trail Crescent

A circulation was undertaken for this property. The Departments of Recreation, Cultural and Facility Services and Planning, Infrastructure and Economic Development were consulted and concur with the disposal of this property. The utility companies were also circulated, and no requirement for an easement was received.

The Ward Councillors have been consulted with respect to this report and their comments are indicated under the Comments from Ward Councillors section below.

COMMENTS BY THE WARD COUNCILLORS

Councillor El-Chantiry is aware of the recommendations in the report and has no additional comments or concerns relating to 316 Donald B. Munro.

Councillor Dudas is aware of the report relating to the sale of Block 58, Plan 4M-948 (Nature Trail Crescent).

LEGAL IMPLICATIONS

There are no legal impediments to implementing the recommendations in this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with the recommendations in this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications associated with the recommendations in this report.

FINANCIAL IMPLICATIONS

Finance has reviewed the report and any financial implications are as identified within the report. This is a non-viable piece of property with the sale of this property resulting in annual maintenance costs savings having been estimated at approximately \$1,560 to \$2,340.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with the recommendations in this report.

ENVIRONMENTAL IMPLICATIONS

316 Donald B. Munro Drive

There are no environmental implications associated with the recommendation in this report. A Phase I Environmental Site Assessment (ESA) completed in 2000 did not identify any significant environmental issues from current or historic operations at the

site. 316 Donald B. Munro Drive will be sold on “as is”, however prospective purchasers will be advised that any change in use to a more sensitive use such as residential will require a Record of Site Condition.

Block 58, Plan 4M-948 – Nature Trail Crescent

There are no environmental implications associated with the recommendations in this report.

TERM OF COUNCIL PRIORITIES

The recommendations in this report support City Council Strategic Policies:

- Economic Growth in business investment, small and medium enterprises and entrepreneurship.
- Sustainable Infrastructure with goal to effectively manage City assets through evidence- based decisions.

SUPPORTING DOCUMENTATION

Document 1 Location Map 316 Donald B. Munro Drive

Document 2 Location Map Block 58, Plan 4M-948 Nature Trail Crescent

DISPOSITION

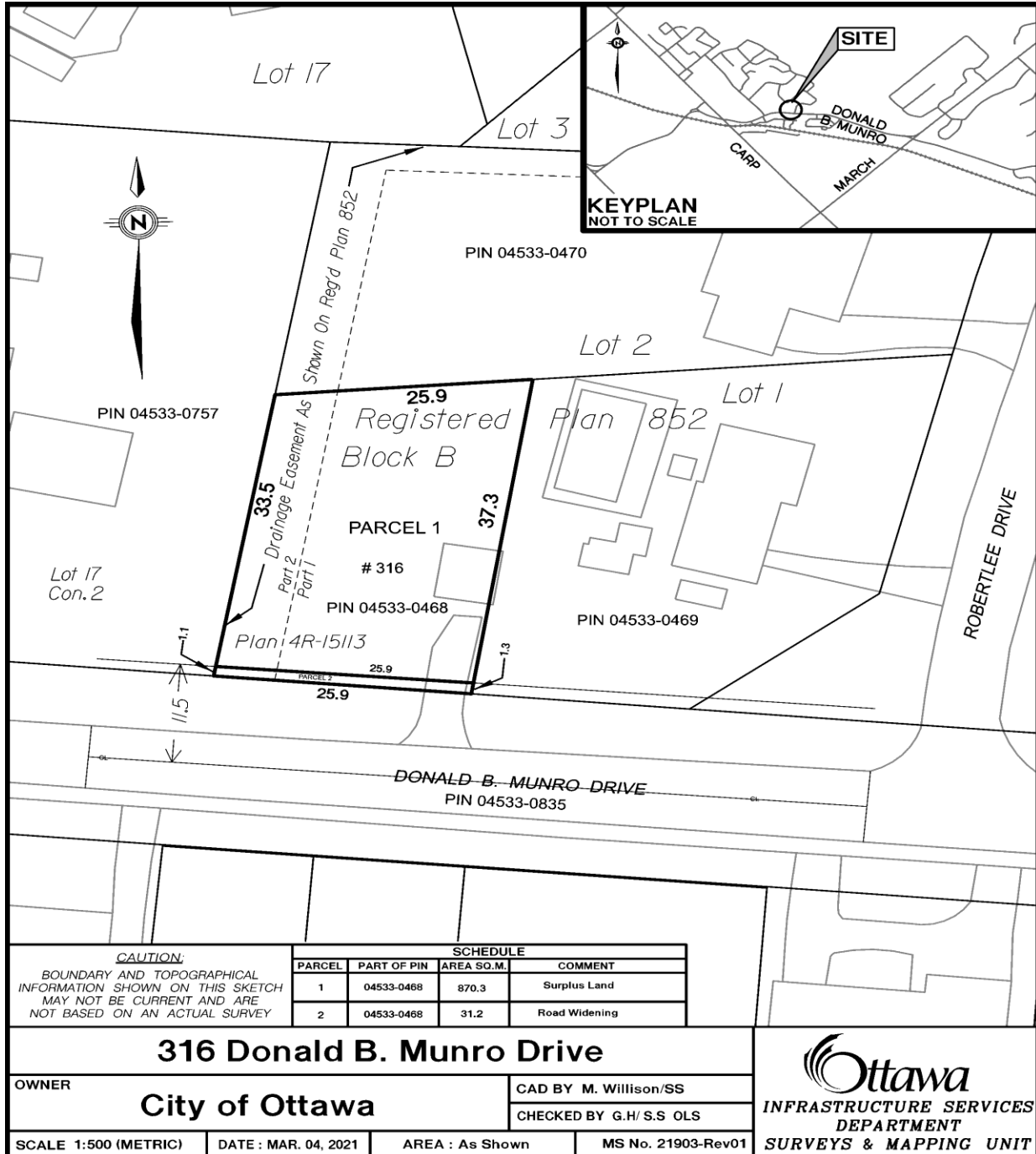
Following approval of Recommendation 1, the Corporate Real Estate Office will initiate measures to market the 316 Donald B. Munro Drive for sale.

Following approval of Recommendation 2, the Corporate Real Estate Office and Legal Services will initiate measures to complete the sale of Block 58 Plan 4M-948 to the adjacent property owners.

CONCLUSION

Staff supports declaring 316 Donald B. Munro Drive surplus to City requirements as it is in keeping with City’s mandate to dispose of properties no longer required for a City requirement. Staff also supports the sale of Block 58, Plan 4M-948 to the adjacent property owners for \$1.00, which will eliminate future maintenance costs associated with that subject parcel.

Document 1 – Location Map 316 Donald B. Munro Drive



Document 2 – Location Map Block 58, Plan 4M-948 Nature Trail Crescent

