



# Staff Report

## Administration – Chief Administrative Officer

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**Report To:** COW\_Finance\_Admin\_Fire\_Community\_Services  
**Meeting Date:** November 18, 2024  
**Report Number:** FAF.24.145  
**Title:** Disposition and Sale of a Portion of Municipal Lands identified as Property 1 in Staff Report FAF.24.079  
**Prepared by:** Shawn Everitt, Chief Administrative Officer

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### A. Recommendations

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THAT Council receive Staff Report FAF.24.145, entitled “Disposition and Sale of a Portion of Municipal Lands identified as Property 1 in Staff Report FAF.24.079”;

AND THAT Council approve the Disposition and Sale of a Portion of Municipal Lands as identified in staff report FAF.24.145 at the selling price of \$13,225 plus all required taxes, legal, land transfer and survey costs.

### B. Overview

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This report is a follow up to Council direction to negotiate directly with the appropriate adjacent property owner that abuts existing municipally-owned land which has been deemed surplus by Council through a formal Public Consultation Process.

### C. Background

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Town staff have completed the formal Public Consultation Process and received direction from Council to proceed with the disposition and sale of a portion of land that is outlined in Attachment 1 to this report.

Council considered Staff Report [FAF.24.079 Public Meeting Follow Up](#) and the following resolution was approved relating to the subject lands.

**THAT with respect to Staff Report FAF.24.079, entitled “Follow Up to Public Meeting Regarding Declaring Municipally Owned Land Surplus”, Council direct staff to proceed with Property 1 “Cedar Street” by exploring the requirements for rezoning the land to a residential lot with the intention of declaring this land surplus and selling it as a serviced, residential building lot after addressing the requested additional property line setbacks of the adjacent landowner. This option provides direction to staff to proceed with declaring the land surplus for the purposes of selling the land.**

Staff can also confirm that the property extensions that would result from the sale of this land does not provide for a building lot to be created in the future.

## **D. Analysis**

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As directed by Council, staff consulted with the property owners of 95 Bay Street to first consider the addition of a 3 meter x approximately 45 meter portion of the unopened Cedar Street Road Allowance. It was the intention of staff to complete this first phase of land disposition and sale to ensure an additional setback was requested to the existing 95 Bay Street property.

The property owners of 95 Bay Street have agreed to the appraised value of \$13,225 for that specific portion of the unopened road allowance.

The Purchasers of the land shall be responsible for all Legal, Land Transfer and survey costs.

The property owners of 95 Bay Street have also expressed interest in purchasing additional portions of the unopened Cedar Street Road Allowance. Staff will follow up with the other adjacent landowners to determine whether there is interest in also purchasing portions of the unopened Cedar Street Road Allowance later in 2026 for further Council consideration. Staff have discussed that costs that would be incurred for surveying for this recommended portion could be considered if further purchasing and property alignments are successful.

## **E. Strategic Priorities**

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### **1. Communication and Engagement**

We will enhance communications and engagement between Town Staff, Town residents and stakeholders

### **2. Organizational Excellence**

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

### **3. Community**

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

### **4. Quality of Life**

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

## **F. Environmental Impacts**

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None at this time

## **G. Financial Impacts**

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The Town will receive funding from the sale of land.

The Town's current Policy is that funding from the sale of land shall go directly to the Community Improvement Plan.

## **H. In Consultation With**

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Senior Management Team

## **I. Public Engagement**

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The topic of this Staff Report has been the subject of a Public Meeting which took place on March 12, 2024. Any comments regarding this report should be submitted to Shawn Everitt, Chief Administrative Officer, [cao@thebluemountains.ca](mailto:cao@thebluemountains.ca).

## **J. Attached**

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1. Property 1: Surplus Property Assessment

Respectfully submitted,

Shawn Everitt  
Chief Administrative Officer

For more information, please contact:  
Shawn Everitt, Chief Administrative Officer  
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519-599-3131 extension 234

**Report Approval Details**

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|----------------------|---|
| Document Title:      | FAF.24.145 Disposition and Sale of a Portion of Municipal Lands identified as Property 1 in Staff Report<br>FAF.24.079.docx |
| Attachments:         | - Att 1 Property 1 - Property Assessment.pdf  |
| Final Approval Date: | Nov 8, 2024   |

This report and all of its attachments were approved and signed as outlined below:

**Shawn Everitt - Nov 8, 2024 - 11:20 AM**