

**STAFF REPORT: Office of The Chief Administrative Officer****REPORT TO:** Finance & Administration Committee**MEETING DATE:** May 10, 2010**REPORT NO.:** CAO.10.05**SUBJECT:** Acquisition of Land for Park Lot at  
New Town Hall**PREPARED BY:** Paul Graham,  
Chief Administrative Officer**A. Recommendation**

**THAT** Council authorize the purchase of part of Lot 24 Northeast of King Street and part of Lot 24 Southwest of Huron Street, Town Plot of Thornbury having a frontage of 25.25 metres on Mill Street and a depth of 40.272 metres and;

**THAT** Council authorize the Chief Administrative Officer to arrange for the acceptance of the owner's offer and;

**FURTHER THAT** Council authorize the Mayor and Clerk to execute the necessary documents to transfer the property into the Town's ownership.

**B. Background**

Council is aware that some of Staff Parking will be provided offsite in the immediate proximity to Town Hall. We have been negotiating for the purchase of a piece of land that would accommodate approximately 26 parking spots immediately across Mill Street from the Town Hall. The property in question also abuts the proposed Frank & Jessie Smith Memorial Garden. This parking lot will also provide trail head parking for the Georgian Trail and convenient parking for visitors to the Frank & Jessie Smith Memorial Garden, particularly after hours and during weekends. As is the case with the future Frank & Jessie Smith Memorial Garden, the new parking lot property will also be used for the installation of the geothermal collection system that will provide heating and cooling for the new Town Hall. A location map detailing the property is attached to this report for information purposes.

We now have agreement with the owners of Piper's Restaurant for the Town to purchase this property located on the east side of Mill Street.

The total acquisition costs for this land are estimated to be approximately \$86,000 when we include legal fees, survey costs and land transfer fees.

We estimate the cost to construct this 26 parking spot parking lot will be approximately \$100,000. With the contingency allowance of \$4,000, we have established an estimated project cost for acquiring and developing this parking lot at \$190,000. The budget impact statement in the Report identifies the sources of funding for this estimated \$190,000 expenditure.

When purchasing property, we normally have them appraised. In this case we did not spend money on an appraisal as we are aware of property value because of the land acquisitions associated with the new Medical Clinic and the Town Hall site. The CAO recommends that Council proceed with the purchase of this property and ultimately with the development of a parking lot on those lands.

### **C. The Blue Mountains' Strategic Plan**

The Town continues to make a strong commitment towards the development of parking infrastructure throughout the community. In this case, the proposed new parking lot will assist in trail head parking for the Georgian Trail, for visitations to the Frank & Jessie Smith Memorial Garden and for Town Hall Staff.

### **D. Environmental Impact**

None

### **E. Budget Impact**

We anticipate the costs will be as outlined below:

Acquisition Cost	\$ 86,000
Parking Lot Construction Costs	100,000
Contingency Allowance	<u>4,000</u>
Total	\$190,000

The proposed funding sources are:

New Town Hall Budget Allowance For Parking Lot in former Bayview Campground	\$85,000
Cash in lieu of Parking Reserve	28,000
New Town Hall Budget Surplus for acquisition of Ontario Realty Corp. Lands	35,000
Parkland Dedication Fund	<u>42,000</u>
Total	\$190,000

The current Parkland Dedication Fund has adequate reserves to finance this \$42,000. Our budget forecasts indicate that the Fund will have a positive balance of approximately \$400,000 by the end of 2014.

In the final analysis, the Town likely will not have to draw upon the Parkland Dedication Fund for the full \$42,000. Because of favourable contract prices, we expect that the final costs for the Clarksburg/Thornbury Trail Project will be lower than estimated. This Project is funded by Stimulus Grants and any surplus funds can be direct to the construction of this new parking lot. We can not quantify this surplus until the final costs are known for the Clarksburg/Thornbury Trail.

The total contract awarded to date for the Town Hall has been below the Budget Estimates. Should we continue to receive favourable bids on the New Town Hall Project, there may well be sufficient room in that Budget to finance part or all of the \$42,000.

So, we recommend that the order of funding be as follows:

1. Surplus Stimulus Grant
2. Surplus New Town Hall Budget
3. Parkland Dedication Fund

**F. Attachment**

Location map

Respectfully submitted,

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