

**STAFF REPORT: Planning**



**REPORT TO: Mayor & Members of Council**  
**MEETING DATE: March 26, 2008**  
**REPORT NO.: PL.08.28**  
**SUBJECT: Town Owned Properties –  
Former School Board,  
County Road 19**  
**PREPARED BY: Peter Tollefsen  
Director of Planning**

#### **A. Recommendations**

**THAT Council receive Planning Staff Report #PL.08.28, “Town Owned Properties – Former School Board, County Road 19”, for their information;**

**AND THAT Council supports staff taking additional steps of notification including the extension to the deadline for submissions of the Request for Expressions of Interest.**

#### **B. Background**

Staff Report PL.07.133 regarding the 4.12 ha. (10.2 ac) Town owned vacant land, Part Lot 20, Concession 2, County Road 19, known as the Former School Board Property, was forwarded to Council on November 05, 2007 (a copy of which is attached). The purpose of the report was to provide additional information on one of the properties from the June, 2007 Council workshop, and, suggest that notice be sent out that the Town is considering selling this parcel and are looking for expressions of interest, including development proposals.

Council received the report and directed staff to prepare and publish a “Request for Proposal” (RFP) and report back with responses.

An “Information Package” has been prepared which provides details on the parcel of land and elements of use that the Town would be looking for. A Request for Expressions of Interest has been prepared, a copy of which is attached.

Qualified companies interested are being asked to submit copies of their Expression of Interest (EOI) by March 28, 2008. Once in and reviewed by the Town only those who meet the stated minimum criteria will be invited to enter into a more formal Request for Proposal (RFP) process.

Notice was placed on the Town’s website, as well as Bidding.com and the Ontario Public Buyers Association on February 21, 2008. Notice has been

placed in local newspapers beginning February 27, 2008. Contact has been made with the Georgian Triangle Real Estate Board and the Georgian Triangle Development Institute to notify members.

To date, we have only received four (4) enquiries. Staff would suggest that Notice be published in the Toronto Globe and Mail newspaper, that a sign (3 ft. x 5 ft.) be posted on the property and that the deadline for submissions be extended to April 25, 2008.

### **C. Strategic Plan**

By obtaining a good fit on the former School board property in the form of a development that can fulfill some community needs with a fiscal partnership would meet the following goals of the Strategic Plan:

1. *Managing growth to ensure the ongoing health and prosperity of the community.*
2. *Ensuring long-term financial sustainability.*

### **D. Budget Impact Statement**

The cost of the Notice for the Globe and Mail is \$2,500.00.

The cost of a 3 ft. x 5 ft. sign would be approximately \$350.00, including installation.

This project was not considered during the budget process. As such, there is no budget for expenditures or the recovery of any expenses through tax levies or other sources of revenue. It is recommended that any expenses incurred during this process be funded fully through the profits from the sale of the property. Until such time that the property is disposed of and revenues are realized, any expenditures will remain unfinanced and be payable through the sale of surplus properties.

## **E. Attachments**

1. Report #PL.07.133
2. Request for Expressions of Interest Notice

Respectfully submitted,

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