



**City of Kingston  
Report to Council  
Report Number 15-243**

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<b>To:</b>	<b>Mayor and Members of Council</b>
<b>From:</b>	<b>Cynthia Beach, Commissioner, Corporate &amp; Strategic Initiatives</b>
<b>Resource Staff:</b>	<b>Peter Huigenbos, Manager, Real Estate &amp; Land Development</b>
<b>Date of Meeting:</b>	<b>May 5, 2015</b>
<b>Subject:</b>	<b>Declare Surplus 292 Dalton Avenue for Transfer to Employment Lands Inventory</b>

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**Executive Summary:**

The purpose of this report is to declare 292 Dalton Avenue surplus for municipal requirements and transfer it to the employment lands inventory.

The subject property is approximately 2.4 acres in area and is located in the Clyde Industrial Park. Originally reserved for a fire station, the Fire Department has confirmed they have no interest in retaining the property for any purpose. A neighbouring business has provided the City with an 'offer to purchase' a portion of the property in order to expand its business.

Should 292 Dalton Avenue be declared surplus by Council, staff will add the property to the employment lands inventory, subsequently making the property available for sale in accordance with the Industrial Land Sales Policy.

**Recommendation:**

**That** Council declare surplus and transfer to employment lands inventory 292 Dalton Avenue, more particularly described as Part Lot 22, Concession 3, City of Kingston shown as Parts 4, 5, 6 on Reference Plan 13R-8819, as graphically depicted on the sketch in Exhibit A, to Report 15-243.

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**Authorizing Signatures:**

ORIGINAL SIGNED BY COMMISSIONER

**Cynthia Beach, Commissioner,  
Corporate & Strategic Initiatives**

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

**Gerard Hunt, Chief Administrative Officer**

**Consultation with the following Members of the Corporate Management Team:**

Lanie Hurdle, Community Services	Not required
Denis Leger, Transportation, Facilities & Emergency Services	
Jim Keech, President and CEO, Utilities Kingston	Not required
Desiree Kennedy, Chief Financial Officer & City Treasurer	Not required

**Options/Discussion:**

292 Dalton Avenue, legally described as Parts 4, 5, 6 on Reference Plan 13R-8819, is located in the Clyde Industrial Park and is approximately 2.44 acres (Exhibit A). The property has frontage on Dalton Avenue and is also accessible from the rear of the property through Cattail Place. Currently, Cattail Place is a dead-end street which provides a main entrance to two adjacent properties: 4 Cattail Place and 5 Cattail Place. To prepare 292 Dalton Avenue for sale, Cattail Place will be improved with a dead end turnaround upgrading it to current municipal road standards, shown as Parcel A on Exhibit B.

The property is designated as “General Industrial” in the Official Plan and zoned “M” (Industrial) in the City of Kingston By-law no. 8499. While located in an industrial park, this property has not been declared surplus and could not be included in the employment lands inventory because it was reserved for a fire station several years ago. Kingston Fire & Rescue has confirmed that this property is no longer required for Fire & Rescue purposes therefore making it a surplus property for the City.

Select Door and Frame is a locally-owned business that operates at 278 Dalton Avenue, immediately east of 292 Dalton Avenue. The owners of Select Door and Frame approached KEDCO and the City to purchase approximately half of the City’s neighbouring land to expand their business. The City and KEDCO investigated the opportunity working with internal departments and the prospective purchaser to determine if the land was suitable for Select Door and Frame. After successful conclusion to those investigations, the City has received a signed offer to purchase and a deposit from Select Door and Frame.

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Accordingly, this report recommends that 292 Dalton Avenue be declared surplus and transferred to the employment lands inventory. If the recommendation is approved by Council, staff will seek to complete the sale of a portion of the property (shown as Parcel B on Exhibit B) to Select Door and Frame and market the remainder of the site (shown as Parcel C on Exhibit B) for sale in accordance with the City's Industrial Land Sales Policy.

**Existing Policy/By-Law:**

The process to sell City-owned Industrial property is outlined in the *City of Kingston Policy for the Industrial Land Sales* and the *Municipal Act, 2001*, S.O. 2001, c. 25. In order to sell such property, Council must first declare it surplus to municipal need and provide public notice of the City's intent to sell. The lots currently for sale in the City's business parks were typically declared surplus as a packaged group of properties at the time of each park's development.

**Notice Provisions:**

The City's Public Notice Policy requires that notice be published two weeks in advance of the proposed meeting date to allow anyone who objects be given an opportunity to be heard by Council prior to Council's consideration of the request. The advertisement for declaring surplus and transfer to employment land inventory was published on April 21, 2015 in the Kingston Whig-Standard and on the City's website in accordance with the City's Public Notice Policy.

**Accessibility Considerations:**

There are no accessibility considerations required with this report.

**Financial Considerations:**

Revenue from the sale of the property will be directed to the Industrial Lands Reserve Fund. Improvements to Cattail Place will be funded from existing approved capital programs funded from the Industrial Lands Reserve Fund.

**Contacts:**

Peter Huigenbos, Manager, Real Estate & Land Development, 613-546-4291 ext. 3148

**Other City of Kingston Staff Consulted:**

Rheume Chaput, Fire Chief, Fire & Rescue

**Exhibits Attached:**

Exhibit A – Location Map

Exhibit B – Proposed Cattail Place improvements and the portion of property the neighbour is interested in purchasing

Exhibit A - Location and Property Details  
292 Dalton Avenue

Key Map showing the location of 292 Dalton Avenue



292 Dalton Avenue sketch  
Showing Part 4, 5, 6 on Plan 13R 8819



Exhibit B

Parcel A: Proposed Cattail Place improvements

Parcel B: Portion of the property adjacent neighbour is interested in purchasing

Parcel C: Remaining land

