



Meeting Date: April 7, 2026
Department: Community and Development Services
Report No.: CS-2026-11
Submitted by: Robert Lilbourne, Director of Community Services
Approved by: Robert Lilbourne, Director of Community Services

SUBJECT: 40 Metcalfe St. West – Surplus Property

RECOMMENDATION: THAT: Council approve deeming the property at 40 Metclafe St. West surplus to the Municipality’s needs and directs staff to proceed in accordance with the Municipality’s Disposition of Land Policy, and further;

THAT: A by-law be brought forward to a future meeting for consideration and approval.

BACKGROUND:

Staff have brought forward several Closed Session reports dating back to November 2023 related to this property. These reports outline the history of the property, including the rationale for its purchase and discussions regarding potential future uses.

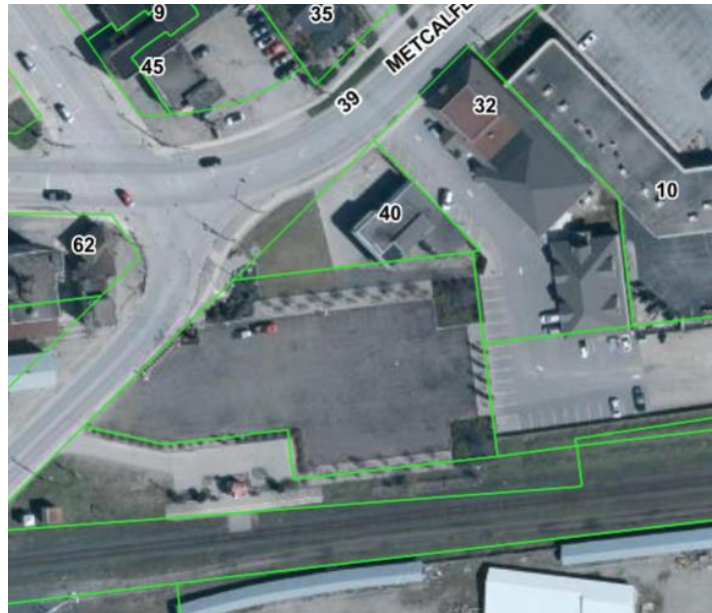
As a result of those meetings, Council directed staff to work with interested parties who have inquired about the property. To date, nothing substantive has materialized from those inquiries; however, staff continue to receive occasional requests regarding the property and its status.

The initial motivation for purchasing the property stemmed from concerns associated with discussions surrounding potential improvements to the intersection of Metcalfe Street, Albert Street, and Frank Street. The Municipality acquired the property in 2018 at a purchase price of \$350,000.00. More recently, staff contacted the County Engineer to determine whether the County may require the property for future intersection improvements. Staff have been advised that the County has no short-term or long-term plans affecting this property specifically for that intersection.

In 2021, design work was undertaken to explore renovation options for the building in alignment with the Economic Development Strategy completed in 2018. Proposed uses included a business incubator and an indoor artisan market. Consistent with this direction, staff issued a Request for Proposals for renovation of the building, with bids received ranging from \$900,045.00 to \$1,177,403.50.

During this period, staff also completed a Designated Substances Survey, which identified the presence of designated substances, including asbestos and lead. A Phase One Environmental Site Assessment was also completed, which recommended a Phase Two Environmental Assessment

depending on the scope of the project, as well as the potential need for a Record of Site Condition. Staff were advised that if the property were to be used as a parking lot, a Phase Two Environmental Assessment may not be required; however, a change in use of the property could trigger the requirement for both a Phase Two Environmental Assessment and a Record of Site Condition.



COMMENTS:

In the past, staff have recommended the retention of the property based on the following four considerations:

Municipal Control:

Retaining ownership allows the Municipality to maintain control over the future use and overall appearance of the property, particularly given its location at a challenging intersection that serves as a gateway to the downtown core.

Parking Expansion Potential:

The property presents an opportunity to expand parking facilities in proximity to the downtown core, which is valuable in anticipation of the upcoming reconstruction of Frank Street and Front Street.

Storage Needs:

The property is currently being used by the Community Services Department for storage purposes, including Christmas décor, office furniture, and other downtown-related materials.

Strategic Flexibility:

Ownership of the property has provided the Municipality with flexibility to respond to future operational or infrastructure needs as they arise.

Notwithstanding the above, staff have re-evaluated their position following recent discussions with the County and Council's decision to proceed with renovations to 137 Frank Street. Based on this

updated context, staff is now in a position to support and recommend that the property be deemed surplus to the Municipality's needs and that Council authorize its disposition.

CONSULTATION:

County Engineer
Community Services Operations Manager

FINANCIAL IMPLICATIONS:

None at this time

ALTERNATIVE(S) TO THE RECOMMENDATION:

1. (Alternative, if any)

(a) Status Quo – Council directs staff to retain the property.

Or

(b) Partial Retention and Surplus Declaration – Council deems the property surplus to the Municipality's needs, realigns the property boundaries to retain the triangular grassy portion of the site, and directs staff to proceed in accordance with the Disposition of Land Policy.

2. Council to provide alternate direction.

STRATEGIC PLAN ALIGNMENT:

This matter is in accord with the following strategic priorities:

ATTACHMENTS:

None.