



**BY-LAW & PLANNING COMMITTEE
AGENDA**

Monday, March 6, 2017, 4:15 pm
COUNCIL CHAMBERS

Pages

1. ROLL CALL
2. DECLARATION OF CONFLICT OF INTEREST
3. MINUTES OF PREVIOUS MEETINGS
 - 3.1 February 6, 2017 - Regular. 3
4. PUBLIC PRESENTATIONS
5. INTRODUCTION AND CONSIDERATION OF CORPORATE REPORTS
 - 5.1 March 1, 2017. Report from the Economic Development Coordinator 7
re: Policies with respect to selling of land to promote Economic Development in the City of Elliot Lake
 - 5.2 February 20, 2017. Report from the Director of Clerks and Planning Services
re: Offer to Purchase waterfront property adjacent to Glassy Bay Outfitters on Elliot Lake

As this matter deals with the disposition of land owned by the Municipality, it may be discussed in closed session under Section 239.(2)(c) of the Municipal Act.
 - 5.3 February 28, 2017. Report from the Director of Clerks and Planning Services
re: Response to RFP for the sale of the municipal land known as the former MNR Worksite on Elliot Lake

As this matter deals with the disposition of land owned by the Municipality, it may be discussed in closed session under Section 239.(2)(c) of the Municipal Act.
6. PRESENTATION OF COMMITTEE REPORTS
7. UNFINISHED BUSINESS
8. PETITIONS

9. CORRESPONDENCE
10. PUBLIC QUESTION PERIOD
11. ADDENDUM
12. CLOSED SESSION (if applicable)
13. SCHEDULING OF NEXT MEETING
14. ADJOURNMENT



**BY-LAW & PLANNING COMMITTEE
MEETING MINUTES**

Monday, February 6, 2017, 4:15 pm
Committee Room

Present: T. VanRoon, Chair
N. Mann, Member
D. Marchisella, Member ex officio

Resources: B. Ewald, CBO/Secretary
M. Humble, Director of Corporate Services
W. Rowland, Director of Community Services
L. Sprague, City Clerk, Resource
J. Thomas, Director of Protective Services

Regrets: C. Martin, Member,
J. Renaud, Chief Administrative Officer

1. **ROLL CALL**
2. **DECLARATION OF CONFLICT OF INTEREST**
3. **MINUTES OF PREVIOUS MEETINGS**

December 5, 2016 – Regular.

Resol. 01/17

Moved By: D. Marchisella
Seconded By: N. Mann

That the following minutes be adopted:

December 5, 2016.

Carried

4. PUBLIC PRESENTATIONS**5. INTRODUCTION AND CONSIDERATION OF CORPORATE REPORTS****5.1 January 30, 2017. Report from the Chief Building Official**

re: proposed zoning by-law amendment with respect to shipping containers

Resol. 02/17

Moved By: D. Marchisella

Seconded By: N. Mann

That Report CBO2017-01 of the Chief Building Official dated January 30, 2017 concerning a proposed amendment to the Municipality's Zoning By-law No. 87-40 to permit shipping containers in the City's Industrial Zones be received; and

That By-law No. 87-40 be amended to include Section 5.7.3.2 which would read:

Notwithstanding the provisions of this by-law, the use of shipping containers as an accessory structure may be permitted on lands zoned Industrial "M" Zone; and

That a public meeting be held March 13, 2017 at the hour of 6:30 PM.

Carried

5.2 February 1, 2017. Report from the Economic Development Coordinator

re: Proposal to purchase vacant land on Fox Drive

As this matter deals with the disposition of land owned by the Municipality, it may be discussed in closed session under Section 239.(2)(c) of the Municipal Act.

Resol. 03/17

Moved By: N. Mann

Seconded By: D Marchisella

That the report from the Economic Development Coordinator concerning a proposal to purchase vacant land on Fox Drive be discussed in closed session under Section 239.(2)(c) of the Municipal Act, as this matter deals with the disposition of lands owned by the Municipality.

Carried

6. PRESENTATION OF COMMITTEE REPORTS

7. UNFINISHED BUSINESS

7.1 December 21, 2016. Report from the Director of Clerks and Planning Services

re: Commercial Lease Policy

Res. 27/17 - Council meeting held January 23, 2017:

Staff given direction to request information from tenants which do not meet the policy criteria with respect to efforts undertaken to obtain suitable space elsewhere.

8. PETITIONS

9. CORRESPONDENCE

10. PUBLIC QUESTION PERIOD

11. ADDENDUM

12. CLOSED SESSION

Resol. 04/17

Moved By: D. Marchisella

Seconded By: N. Mann

That this meeting proceed into closed session at the hour of 4:35PM.

Carried

Resol. 05/17

Moved By: D. Marchisella

Seconded By: N. Mann

That this meeting come out of closed session at the hour of 4:50PM.

Carried

Resol. 06/17

Moved By: N. Mann

Seconded By: D. Marchisella

That the vacant land described as Parts 2,3,4,5,6 and 7 on Plan 1R-4129 being industrial land located on the west side of Fox Drive be declared surplus to the needs of the Municipality; and

That notice is hereby given of the intended sale of the lands.

Carried

13. SCHEDULING OF NEXT MEETING

Monday March 6, 2017.

14. ADJOURNMENT

Resol. 07/17

Moved By: N. Mann

Seconded By: D. Marchisella

That this meeting adjourn at the hour of 4:55PM.

Carried



The Corporation of the City of Elliot Lake

Staff Report EDC2017-05

Report of the **Economic Development Coordinator**
for the Consideration of Council

RE: Selling of Lands for Economic Development Purposes

OBJECTIVE

To provide the Bylaw and Planning Committee with information regarding establishment of a policy for selling of lands for economic development purposes.

RECOMMENDATION

THAT Staff Report EDC 2017-05 dated March 1, 2017 of the Economic Development Coordinator be received;

AND THAT the report 'Policies with Respect to Selling of Land to Promote Economic Development in the City of Elliot Lake' by McSweeney and Associates be received;

AND THAT the proposed policy in section 4 'Selling of Lands for Economic Development Purposes' be recommended to Council for adoption.

Submitted by,
Approved by,

Ashten Vlahovich
Economic Development Coordinator

Wendy Rowland
Director of Community Services

March 1, 2017

BACKGROUND

As part of an initiative of the economic development department to enable to the City of Elliot Lake to become more investment ready; the Investment Readiness and Attraction working group developed a commercial industrial land profile to show case available properties for development purposes within the City.

Throughout this process, the working group with assistance from Councillor Van Roon reviewed the properties and developed a pricing strategy for the available commercial industrial municipal lands. The pricing strategy developed has three categories; non-cleared non-serviced lots, cleared non-serviced lots and cleared/serviced lots.

It was however identified that the current bylaw and land sale policy would not allow the City to sell the properties at the listed prices in the land profile without having council declare the land surplus, and obtain an appraisal of the property each time the municipality wanted to sell. In order to develop a more efficient way for the municipality to sell commercial industrial lands for development staff commission McSweeney and Associates to review the current bylaw and policy and determine inefficiencies and solutions that would meet the requirements of the Municipal Act but still allow the City to be competitive with land sales.

ANALYSIS

After review of the current bylaw and policy it was recommended by McSweeney that a separate land sale policy be developed and adopted by Council to sell lands for the purposes of economic development. Should the proposed land policy in section 4 of the attached report be adopted, council would then review and approve the Commercial Industrial Land Profile. When the Commercial Industrial Land Profile is approved by Council, it would give notice and declare the properties listed within the document as surplus, and adopt the pricing within the profile.

In order to remain current and in accordance with the municipal act, the land profile would be reviewed by Council annually, and staff would prepare updates and receive updated appraisal/opinion of value for pricing of lots.

As the Commercial Industrial Land Profile is a living document, should new properties be identified, the profile would be updated by staff and brought forward to Council for review and approval.

FINANCIAL IMPACT

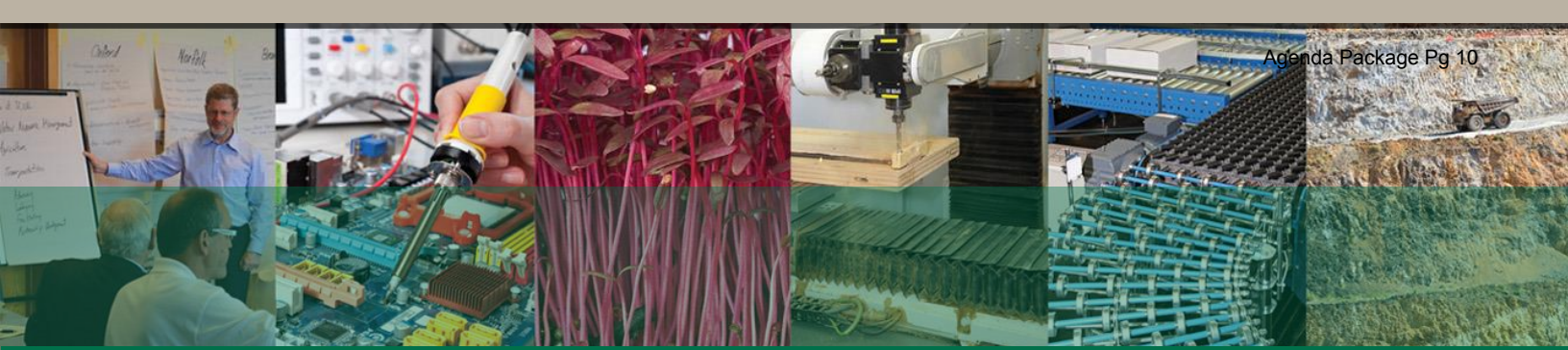
As this is an internal policy, it is not expected to have a direct financial impact on the budget.

LINKS TO STRATEGIC PLAN

Creating a policy for the sale of lands for economic development purposes aligns with the Economic Development and Diversification, Stabilization and Investment Readiness goal, action item 'Establish Investment Readiness Tools'.

SUMMARY

Creating this policy will allow the Municipality a more streamlined and efficient way to sell lands for the purpose of economic development, thus creating a more investment ready avenue to deal with private sector clients and attract business development within the Municipality. As the policy references the land profile and an annual review, this will ensure the City has relevant, up to date, easily accessible information on available lands for development.



Policies with Respect to Selling of Land to Promote Economic Development in the City of Elliot Lake



Prepared by:



February 2017

Policies with Respect to
Selling of Land to
Promote Economic Development
in the City of Elliot Lake

Prepared by:



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1 Draft Official Plan Policy Promoting Economic Development

The following draft Official Plan statement is recommended (alternatively, it could be approved as a Corporate Plan Policy statement).

Economic development and economic competitiveness shall be promoted by:

- Providing sufficient land for employment to meet a City long-term objective of diversification of the community and the tax base;
- Ensuring that a range and mix of business and employment opportunities are provided within the City;
- Developing a plan to ensure the preceding policy objectives are met, which may involve the municipality in the acquisition, planning, development, and disposition of employment lands.

2 Employment Lands Development Policy Objectives

The following are suggested implementing policy objectives (or a framework) for the preceding draft Official Plan policy statement, for consideration by the City of Elliot Lake:

1. To ensure a sufficient supply of competitively priced, appropriately sized, and strategically located employment land is available on the market at all times for businesses that wish to own and build or lease their business premise¹. A sufficient supply shall mean a 5-10 year supply of shovel-ready lands, which provides a competitive business environment.
2. To ensure that available land meets industry needs.²
3. To collaborate with the private sector to help ensure achievement of Policy Objectives 1 and 2 above.
4. To the extent that the private sector does not bring a sufficient supply of appropriately sized, competitively priced, and strategically located industrial land to market, the City may engage directly (or in collaboration with the private sector) in the acquisition, planning, development, servicing, marketing and sales of industrial lands to ensure that Policy Objectives are met.

¹ To ensure opportunities to attract or retain businesses are optimized.

² Needs of industry/business that the municipality is specifically targeting for attraction and retention

3 Background: Sale of Lands for Economic Development Purposes

The City of Elliot Lake land sales are generally governed by By-law #01-23 and the Land Sale Policy, as well as the general provisions of the Municipal Act. The by-law and policy governs all land sales, and is not specific to sale of lands intended to promote economic development.

The current policy read in conjunction with the current by-law may be sufficient for general land sales, but is inadequate for the sale of lands intended to promote economic development for a various reasons:

- All lands being sold to promote economic development are surplus to municipal needs, or were developed specifically for economic development purposes;
- The sale of lands related to economic development are continuously “on offer” or “for sale”, generally following a “first come, first served” principle, whereas the land sale policy contemplates one at a time sales based on a one at a time declaration of surplus or unsolicited approach for a single property;
- The price of economic development related properties being offered for sale can be set by Council all at the same time, versus one property at a time.
- As a result of the price of economic development related properties being set by Council before public notice and before general public knowledge of the availability of the properties for sale, there is no need to return to Council a second time to re-affirm the price before concluding a sale.
- Often, a decision to buy a property for business purposes needs to be executed in a very timely manner, or the business owner will go elsewhere.

Current policies and practices do not allow for a streamlined handling of industrial or other economic development related land sales.

Therefore a separate policy is recommended to govern the sale of lands that are related to economic development. No changes to By-law #01-23 are recommended, as the recommended new policy establishes processes to meet the provisions of the by-law.

4 Proposed Policy: Selling of Lands for Economic Development Purposes

The following policy is recommended for consideration by Council.

Purpose of Policy:

To establish processes and procedures related to the sale of City of Elliot Lake properties that are intended to promote economic development in Elliot Lake.

Policy Statements:

1. The City shall maintain a list of lands/properties for sale that are intended to promote economic development. That list is currently referred to as the "Land Profile", and shall be referred to as such for the remainder of this policy statement.
2. Each property listed for sale in the Land Profile shall be specifically approved to be listed in the Land Profile by Council, and such approval is an indicator of Council's willingness to sell the listed properties. Properties may be added to the Land Profile at any time by means of Council resolution, subject to other provisions of this policy.
3. By Council's approval of each property to be listed in the Land Profile, each property is automatically declared surplus by Council for the purpose of meeting the provisions of By-law 01-23³.
4. That the Land Profile contain pertinent details with respect to each listed property, including the sale price, such sale price shall be consistent with the Municipal Act.
5. That the Land Profile be reviewed and approved at least once every year by Council. That prior to Council approval, the recommended sales price of each listed property be reviewed by a Realtor and confirmed in an "Opinion of Value" to accompany the Land Profile to Council. This shall meet the appraisal and Opinion of Value provisions of By-law #01-23.
6. The Land Profile shall be continuously available on the City website after approval by Council, and until such time as a new Land Profile is approved by Council for posting to the website. This shall meet the provisions of By-law #01-23, clauses 8 and 9, although public notice in the newspaper may also be given that the Land Profile is posted to the website.
7. Clauses 10 and 11 of By-law #01-23 shall not be applicable to properties listed in the Land Profile as they are continuously available for sale at a predetermined price until sold, and are offered on a "first-come, first-served" basis as per Clause 7 of By-law #01-23.

³ Clause 2 of By-law #01-23 indicates that Council must declare a property surplus prior to disposal