

Attachment 1 – Next Steps Identified in May 12, 2025 (CS-25-046)

Item	Action required
<p>Give notice of intention to stop up and close a portion of the municipal right-of-way.</p> <p>The portion of the right-of-way containing the pedestrian path and storm sewer will not be stopped up and closed.</p>	<p>Requires 10 days notice on City website and in the newspaper.</p>
<p>Give notice of intention to declare surplus and sell the lands.</p>	<p>The notice must include the method of sale which will be direct negotiation with an adjacent landowner. The method of sale is proposed as direct negotiation.</p>
<p>Obtain an appraisal for the lands</p>	<p>City to engage a realtor to complete</p> <p>Cost of Appraisal to be paid by the developer as a condition of the sale</p>
<p>Obtain survey of area to be sold</p>	<p>City to request survey.</p> <p>Sanitary easement will be done as part of the survey.</p> <p>Cost of survey to be paid by the developer as a condition of the sale.</p>
<p>Open report 2</p> <p>Following the Notice of Intention to Declare Surplus and Notice of Intention to Stop up and Close, staff will prepare a report with:</p> <ul style="list-style-type: none"> - Feedback - Appraisal price. 	<p>Provides an opportunity to consider feedback received on notice to declare lands surplus and stop up and close a portion of the road</p>
<p>By-law required to stop up and close</p> <p>By-law required to declare surplus</p> <p>By-law required to authorize the Mayor and Clerk to execute all documents relating to the land sale and easement.</p>	<p>Council would consider the bylaws to stop up, close, and declare surplus as part of the second open report.</p>



Item	Action required
<p>Prepare Agreement of Purchase and Sale with conditions and terms satisfactory to the City, including but not limited to:</p> <ul style="list-style-type: none"> - 6 m easement for sanitary sewer in favour of the City; - camera inspection pre and post-development; - a 2-year timeline for site plan approval and building permit for the development proposed. - final sale amount plus city costs for legal and survey - any other conditions recommended by the City Solicitor. 	<p>Developer to prepare or City solicitor to prepare with costs paid by Developer</p> <p>If any of the terms require negotiation or direction, a second closed report to Council may be required.</p>