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**Item No. 15.1.1**  
**Halifax Regional Council**  
**June 10, 2025**

**TO:** Mayor Fillmore and Members of Halifax Regional Council  
**FROM:** Cathie O'Toole, Chief Administrative Officer  
**DATE:** April 9, 2025  
**SUBJECT:** **Administrative Order 50 – Declaration of Surplus Real Property – Package 10.25**

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### **ORIGIN**

This report originates from Administrative Order Number 50 Respecting the Disposal of Surplus Real Property.

### **EXECUTIVE SUMMARY**

This report recommends that a total of 11 HRM-owned properties (or portions of) be declared surplus under the Affordable Housing, Extraordinary, and Remnant categories. It also contains four properties previously declared surplus by Regional Council: two are recommended for recategorization as Affordable Housing and two are recommended for revocation of surplus approval as further investigation is required. Disposal of any properties declared surplus are subject to a future approval report to Regional Council, or its delegated authority. Finally, this report recommends that Regional Council set a date for a public hearing and subject to its outcome, approve Administrative Order SC-108 to officially close the Ryan Gate Street right-of-way in Dartmouth.

### **RECOMMENDATIONS**

It is recommended that Halifax Regional Council:

1. Declare the properties, as categorized and listed in Attachments B, D, and E of this report, surplus to municipal requirements pursuant to Administrative Order Number 50 Respecting the Disposal of Surplus Real Property;
2. Recategorize the properties in Attachment C, previously declared surplus by Regional Council, to "Affordable Housing;"
3. Revoke the surplus approvals of the properties in Attachment F.
4. Set a date for the public hearing to consider closing Ryan Gate right-of-way, shown as 'Parcel RG' in Attachment G, with notice to be published in a newspaper at least 14 days prior to the public hearing for the street closure; and

### **RECOMMENDATIONS CONTINUE ON PAGE 2**

5. Subject to the outcome of the public hearing, approve Administrative Order SC-108, as set out in Attachment G of this report, to officially close the Ryan Gate right-of-way shown as 'Parcel RG'.

## **BACKGROUND**

On April 9, 2013, Council approved Administrative Order 50 for the disposal of surplus real property. Administrative Order 50 provides a regular and comprehensive disposal approach by bringing before Council an inventory of candidate properties for review and decision with respect to: (1) surplus status; and (2) category of disposal method. It also recognizes that certain properties may, from time-to-time, be strategic for the growth of the Municipality or key for the community, and that these properties can be identified early in the process and streamed into the most appropriate property category based on the definitions set out in the policy. The policy requires that a surplus property report be brought forward to Regional Council.

### **Property Review and Declaration of Surplus**

Surplus property under Administrative Order 50 includes the following steps:

1. Staff will facilitate a review of potentially surplus properties identified and brought forward by operational Business Units including the solicitation of all Business Units to identify any municipal requirements for those properties identified as potentially surplus.
2. Following inter-Business Unit review and identification of operationally surplus property, municipal staff will categorize the inventory of the properties.
3. Surplus properties are categorized as follows:
  - Economic Development
  - Community Interest
  - Ordinary Sale
  - Remnant
  - Extraordinary
  - Intergovernmental Transfer
  - Affordable Housing
4. Area Councillors will be informed of the inventory of properties and their respective proposed categories by staff. Property information packages will be distributed to Councillors for feedback.
5. A recommendation report to Council will be prepared, containing recommended lists of properties to be declared surplus, with the recommended categorization and disposition method. Council may approve the recommendations, may remove any property from any list, and may move any property from one category list to another, and may declare the properties, or any of them, surplus to the Municipality's requirements.

This report seeks Council's approval of the recommendations respecting the properties to be declared surplus, by category, as attached to this report. Approval of final conveyances shall be under delegated authority, pursuant to Administrative Order Number 2018-004-ADM Respecting Real Property Transactions, or by subsequent approval of Regional Council, as required.

## **DISCUSSION**

A summary of proposed surplus properties by property category is provided in Table 1 below. Full property listings and respective details, by property, are provided as attachments to this report. The properties within this report are limited to the recommended categories of Affordable Housing, Extraordinary, and Remnant.

Upon Regional Council declaring and categorizing the properties identified in the report as surplus, staff are directed to dispose of the surplus properties as per the disposal methods, terms and conditions as provided in Administrative Order 50 (Attachment A). Final terms and conditions of sale of any surplus real

property are subject to a future approval report to Regional Council, or its delegated authority, pursuant to Administrative Order 50 Respecting the Disposal of Surplus Real Property and Administrative Order 2018-004-ADM Respecting Real Property Transactions. Any future contemplated recategorization of a surplus property would require Regional Council approval.

Properties declared surplus and categorized under Affordable Housing will be under the full stewardship of Planning & Development’s Housing Accelerator Fund team as currently administered through its Regional and Community Planning Division.

**TABLE 1**

<b>Summary of Attached Surplus Properties by Category</b>					
<b>Proposed Category</b>	<b>Report Attachment</b>	<b>Quantity</b>	<b>Parent Parcel Area* (sq. m.)</b>	<b>Surplus Area* (sq. m.)</b>	<b>2025 PVSC Assessment*</b>
Affordable Housing	B & C	5	16,994.0	16,366.7	\$686,500
Extraordinary	D	4	25,536.8	2,800.8	Not Assessed
Remnant	E	4	25,582.9	3,030.9	\$2,958,200
<b>Totals</b>		<b>13</b>	<b>68,113.7</b>	<b>22,198.5</b>	<b>\$3,644,700</b>

**\*Note to Table 1 and Other Information Found Within Attachments to this Report:**

*The above information was compiled using available assessment data from PVSC (Property Valuation Services Corporation), and area approximations of subject parcels from Provincial sources. ‘Assessment Value’ is intended to give Council a measure of value and may not be an accurate reflection of current market value. Property boundaries depicted on plans and aerial diagrams attached to this report are indicative only and are subject to survey. Properties attached to this report are also further subject to legal review, title research, parcel migration, and any other municipal due diligence requirements prior to disposal. The Municipality does not warrant the condition of properties approved as surplus; moreover, it is the responsibility of the purchaser to conduct their own due diligence to satisfy themselves about the property’s condition, underlying risks, and capability of the property to accommodate the purchaser’s expected uses.*

**FINANCIAL IMPLICATIONS**

The operating costs of properties identified in Attachments B, C, D, and E to this report are either reported within the respective property profile or are nominal and irregular so are deemed immaterial. Surplus properties will be maintained by identified business units or third parties, until properties are disposed.

Upon the sale of surplus properties, the net proceeds will be directed to the Capital Fund Reserve, Q526, in accordance with the Halifax Regional Municipality Charter Section 120(3)(a).

Where the context permits, Council may sell lands used for parks, playgrounds or similar public purposes, the net proceeds from which must be used for parks, playgrounds and similar public purposes, pursuant to Halifax Regional Municipality Charter Section 283(14), and such proceeds will be deposited into the Parkland Development Reserve Q611.

Transfer of ownership will also impact property tax revenues in future fiscal years.

## **RISK CONSIDERATION**

Any significant risks identified for individual properties are provided in the respective property profiles attached to this report.

## **COMMUNITY ENGAGEMENT**

During the Administrative Order 50 process, Councillors are provided with a document package that includes the properties within this report, to provide feedback, discussion, and an opportunity to consult with the public, at their discretion.

## **ENVIRONMENTAL IMPLICATIONS**

Specific environmental implications are not identified in this report section. Each property profile attached to this report, however, includes a statement of 'Environmental Risk,' reflecting each property's evaluated risk and any conditions known to Corporate Real Estate, Facilities Maintenance and Operations, and Environment and Energy.

## **ALTERNATIVES**

1. Council may elect not to declare the recommended inventory of properties, or specific properties, surplus to municipal requirements, and may remove them from the list.
2. Council may recommend changes to the categorization of specific surplus properties for Council's consideration.

## **LEGISLATIVE AUTHORITY**

The *Halifax Regional Municipality Charter*, S.N.S. 2008, c.39, subsections 61(3),61(5)(b), 63(1) through 63(5), section 64, and subsection 283(14) provide:

### **Powers of Municipality regarding property**

**61 (3)** The property vested in the Municipality, absolutely or in trust, is under the exclusive management and control of the Council, unless an Act of the Legislature provides otherwise.

**(5)** The Municipality may

(b) sell property at market value when the property is no longer required for the purposes of the Municipality;

### **Sale or lease of municipal property**

**63 (1)** The Municipality may sell or lease property at a price less than market value to a non-profit organization that the Council considers to be carrying on an activity that is beneficial to the Municipality.

**(2)** A resolution to sell or lease property referred to in subsection (1) at less than market value shall be passed by a two-thirds majority of the Council present and voting.

(3) Where the Council proposes to sell property referred to in subsection (1) valued at more than ten thousand dollars at less than market value, the Council shall first hold a public hearing respecting the sale.

(4) The Council shall advertise the public hearing at least twice, in a newspaper circulating in the Municipality, the first notice to appear at least fourteen days before the hearing.

(5) Notice of the public hearing shall include the date, time and place of the hearing, the location of the real property or description of the tangible personal property, the estimated value of the property and the purpose of the sale.

#### **Sale to abutting owner**

**64** Where the Municipality holds land that is of insufficient size or dimensions to be capable of any reasonable use, in the opinion of the Council, all or part of the land may be sold to the owner of any lot abutting that land and may be consolidated with such lot and, notwithstanding Section 63, the sale price of the land so sold may be set by the Council at a price that is less than market value at the time of the sale.

#### **Land or cash-in-lieu**

**283 (14)** Where the Council determines that any land transferred pursuant to this Section may no longer be needed for parks, playgrounds or similar public purposes, the Council may sell the land, after notifying the owners of lots in the subdivision with respect to which the land was conveyed to the Municipality, by notice published in a newspaper circulating in the municipality at least fourteen days prior to the Council meeting at which a decision to sell will be made, and the proceeds must be used for parks, playgrounds and similar public purposes.

Administrative Order Number 50 Respecting the Disposal of Surplus Real Property provides:

**\*See BACKGROUND below, and Attachment A of this report.**

#### **Streets vested in the Municipality**

**318 (3)** No road, or allowance for a road, becomes a street until the Council formally accepts the road or allowance, or the road or allowance is vested in the Municipality according to law.

#### **Street closure**

**325 (2)** Notwithstanding subsection (1), where a street or part of a street is being altered, improved, or redesigned, part of that street may be closed without holding a public hearing under subsection (1) if

- (a) The part of the street that remains open
  - (i) Is open to vehicular and pedestrian traffic, and
  - (ii) Meets all the municipal standards; and
- (b) The part of the street that is closed
  - (i) Is determined by the engineer to be surplus, and
  - (ii) Is worth less than fifty thousand dollars.

(3) The Council shall give notice of its intent to close the street by advertisement in a newspaper circulating in the Municipality.

(4) The notice must set out the time and place of the public hearing at which those in favour or opposed to the street closing will be heard and describe the street to be closed sufficiently to identify it.

(5) A copy of the notice must be mailed to the Minister of Transportation and Infrastructure Renewal before the public hearing.

(6) A copy of the policy passed by the Council, certified by the Clerk under the seal of the Municipality, incorporating a survey or a metes and bounds description of the street that is closed, must be filed in the registry and with the Minister of Transportation and Infrastructure Renewal.

(7) Upon filing the policy in the registry, all rights of public user in the land described in the policy are forever extinguished and the Municipality may sell and convey the land or may subsequently reopen the land as a street in the manner required by this Act. 2008, c. 39, s. 325.

### **ATTACHMENTS**

Attachment A – Administrative Order Number 50 – Respecting the Disposal of Surplus Real Property

Attachment B – Affordable Housing Properties

Attachment C – Surplus Properties to be Recategorized as Affordable Housing

Attachment D – Extraordinary Properties

Attachment E – Remnant Properties

Attachment F – Surplus Properties to have Prior Surplus Approval Revoked

Attachment G – Administrative Order SC-108 Respecting Closure of Ryan Gate, Dartmouth

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## **ADMINISTRATIVE ORDER NUMBER 50 RESPECTING THE DISPOSAL OF SURPLUS REAL PROPERTY**

Be it resolved as an Administrative Order of the Council of the Halifax Regional Municipality as follows:

### **SHORT TITLE**

1. The Administrative Order may be cited as Administrative Order Number 50, the Disposal of Surplus Real Property Administrative Order.

### **INTERPRETATION**

1A. In this Administrative Order,

(a) “affordable housing” means housing that meets the needs of a variety of households in the low to moderate income range;

(aa) “government” means the Government of Canada, Government of the Province of Nova Scotia, a corporation that is an agent of Her Majesty in Right of Canada or the Province, and a municipal unit;

(ab) “HRM Charter” means the Halifax Regional Municipality Charter, 2008, S.N.S, c. 39 as amended;

(b) “municipal unit” means a regional municipality, town or county or district municipality as set out in the *Municipal Government Act*; and

(c) “non-profit organization” means

(i) a society incorporated pursuant to the Societies Act, R.S.N.S 1989 c.435, as amended;

(ii) a non-profit association incorporated pursuant to the Co-Operative Associations Act, R.S.N.S c.98, as amended;

(iii) a not-for-profit incorporated pursuant to the Canada Not-for-profit Corporations Act, S.C 2009, c.23;

(iv) a non-profit organization otherwise incorporated pursuant to an Act of the Nova Scotia Legislature; or

(v) a registered Canadian charitable organization.

### **POLICY STATEMENT AND CATEGORIZATION**

2. (1) The Municipality can acquire and sell real estate within its legislative provisions. Real estate holdings can be a “corporate” asset necessary for municipal functions and purposes of the business units or may be held for particular use of inhabitants of HRM for example, parks and institutional uses. Corporate assets are subject to corporate review by the Asset Owner Business Unit for continuing requirement. Where the business units of HRM have determined that properties no longer serve an operational requirement of the corporation or otherwise appear to be surplus to the needs of the Municipality, then the policy of disposal to be followed in all cases, excepting municipal property which requires particular process through statute or common law or property available in the Municipal Business Parks, is as directed by this policy of Council.

(2) The Municipality will dispose of real property Council determines is no longer required for the purposes of the Municipality. Staff will identify surplus properties by the following categories:

## **Attachment A – Administrative Order 50**

COUNCIL REPORT – Administrative Order 50 – Package 10.25

### **Economic Development**

(a) Strategic properties having Economic Development potential ought be sold to:

- (i) maximize use or value;
- (ii) achieve the attraction of targeted industries and employment or the regeneration of neighborhoods;
- (iii) to advance development opportunities; and
- (iv) to generate financial return to the Municipality.

### **Community Interest**

(b) Properties known to have potential for community use, in particular where:

- (i) there has been a prior community or institutional use of the property; or
- (ii) by location or scarcity of available property the consideration would reasonably arise.

### **Ordinary Sale**

(c) Properties of an:

- (i) ordinary or routine nature;
- (ii) which no longer have a municipal purpose.

### **Remnant**

(d) Properties which are remaining or subdivided lands which:

- (i) by nature of their size or dimensions have limited or no reasonable use;
- (ii) but which may have utility for abutting property owners, and can be disposed under s. 64 of the HRM Charter allowing Council to set a price that is less than market value.

### **Extraordinary**

(e) Properties having a legal distinction which include conditions or extraordinary process with respect to their preservation or disposal including but not limited to:

- (i) the Halifax Commons;
- (ii) the Dartmouth Commons;
- (iii) streets;
- (iv) any municipal properties, including parks, which are held in trust, or upon condition, or with reserving interests, or like constraints;
- (v) and parkland acquired through subdivision process.

### **Intergovernmental Transfer**

(f) Properties requested by another level of government which:

- (i) will be used for a public purpose; and
- (ii) sold for market value.

(g) Affordable Housing

Properties known to have potential for residential development respecting types of dwelling units and types of residential uses, where, in the opinion of Council:

- (i) community need, supportive infrastructure, and conditions for affordable housing are demonstrable, or

## Attachment A – Administrative Order 50

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- (ii) there exists
  - A. a higher market value cost for housing in certain areas, neighbourhoods or districts of the Municipality as compared to the rest of the Municipality, or
  - B. a scarcity of housing types or residential uses,

that limits property ownership or tenancy in the area where the property is located, or,

- (iii) the:
  - A. future growth in any given area is anticipated to create demands for housing, and
  - B. housing options through proposed development appear to be limited in variety and financial accessibility, and
  - C. consideration for affordable housing would reasonably arise.

### PROPERTY REVIEW AND DECLARATION OF SURPLUS

3. (1) Repealed

(2) All Business Units, as part of their business planning, will identify any municipal properties that are surplus to operational requirements

(3) Upon completion of the Asset Owner Business Unit reviews and identification of operationally surplus property by that Owner the Corporate Real Estate staff shall undertake an interdepartmental review and will categorize the nature of the inventory of potentially surplus properties and list them by category.

(3A) Corporate Real Estate will contact Legal and Risk Management Services and request a title report as part of the review for any property categorized as Community Interest Property.

(4) Local Councillor and Community Council will be informed of the inventory of the properties and the proposed categories by staff. Local Councillor will then have the opportunity to contact local community to discuss potential surplus properties to gauge interest in potential disposal methods for the properties with area residents. The result from these potential community consultations will then be included in the surplus property report that comes to Council.

(4A) For greater certainty, an individual Local Councillor has no authority under this Administrative Order, including no authority to declare a municipal property to be a surplus property, to determine the category of the municipal property, to determine the disposal method for the municipal property, or to approve the disposal of the municipal property.

(5) Corporate Real Estate staff will prepare a Surplus Property Report to Council which will attach lists of properties by category. The report will recommend that all lists of properties should be declared by Council to be surplus property, that each category be approved by Council, and that the disposal method recommended for each list under this policy be approved by Council.

(6) Council may approve the recommendations, may remove any property from any list, and may move any property from one list to another list, and may declare the lists, or any of them, surplus to the Municipality's requirements.

(7) Corporate and Customer Services will report the operating costs and the status of surplus properties through the Audit and Finance Standing Committee twice per year.

## **Attachment A – Administrative Order 50**

COUNCIL REPORT – Administrative Order 50 – Package 10.25

### **DISPOSAL METHODS**

4. (1) Following Council approvals under Part 2, staff shall proceed to dispose of the properties as determined by category.

#### **Ordinary Properties**

(a) These properties shall be placed on the market by Corporate Real Estate. The sale of market properties may be achieved through:

- (i) direct marketing by staff;
- (ii) listing contracts with licensed real estate brokers;
- (iii) public tenders; or
- (iv) proposal call methods.

(b) Determination of the achieving market value will be supported by appraisal or through the receipt of sufficient offers over an appropriate exposure period.

(c) Approval of final conveyances shall be under delegated authority or by approval of Council as required.

#### **Economic Development Properties**

(d) These properties viewed by Council to be strategic may be disposed through individually recommended processes contained in the Surplus Properties Report, and may include referral to a special committee or task force of HRM created for the purpose of overseeing the strategic use and disposal of a property.

Properties under this category are required by the HRM Charter to be sold at market value and can include partnership models between private developers and non-profits and municipally defined public use or service delivery components.

#### **Community Interest Properties**

- (e) These properties will be considered pursuant to Schedule 1.
- (f) Repealed
- (g) Repealed
- (h) Repealed
- (i) Repealed
- (j) Repealed
- (k) Repealed
- (l) Repealed

#### **Remnant Properties**

(2) Staff will negotiate the sale of such parcels with any interested abutter of such lands and at such price as supported by appraisal or set by Council directly or through policy adopted by Council.

#### **Extraordinary Properties**

(3) This category of properties will be dealt with as required by legislation, common law, or contract that governs any disposal by the Municipality, and may be omitted from this policy.

#### **Intergovernmental Transfer**

(4) This category of properties will be dealt with as directed by Council.

#### **Affordable Housing**

(5) This category of properties shall be disposed of through direct sale, or a call for submissions, open to eligible not-for-profit organizations meeting the submission requirements and program criteria established from time-to-time by the Director, or their designate, of the department of the Municipality that is responsible for planning and development.

## **Attachment A – Administrative Order 50**

COUNCIL REPORT – Administrative Order 50 – Package 10.25

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### **RIGHTS OF FIRST REFUSAL ON SURPLUS PROPERTIES**

4A. A right of first refusal shall not be granted in respect of surplus property that Council has categorized as Community Interest Property or Intergovernmental Property.

### **APPRAISALS**

5. At least one appraisal of the current market value of any Ordinary property, Economic Development property, or Intergovernmental Transfer property will be obtained as part of the disposal process. Appraisals will remain confidential until the sale is completed.

### **IMPLEMENTATION**

6. This policy shall apply as of the date of approval of Council, excepting properties which are:

- (a) already approved by Council as surplus;
- (b) under agreement of purchase and sale through delegated approval as of the date of Council approval of this policy;
- (c) going to Council for approval by individual report up to and including March 31, 2013.

Done and passed in Council this 9th day of April, 2013.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

I, Cathy Mellett, Municipal Clerk of Halifax Regional Municipality, hereby certify that the above noted Administrative Order was passed at a meeting of Halifax Regional Council held on April 9, 2013.

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Cathy Mellett, Municipal Clerk

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**Attachment A – Administrative Order 50**  
COUNCIL REPORT – Administrative Order 50 – Package 10.25

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Notice of Motion: March 26, 2013  
Approval: April 9, 2013

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Amendment # 1 – addition of category – Intergovernmental Transfer  
Notice of Motion: February 24, 2015  
Approval: March 10, 2015

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Amendment # 2  
Notice of Motion: March 20, 2018  
Approval: March 27, 2018

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Amendment # 3 – amendment to Schedule 2  
Notice of Motion: June 19, 2018  
Approval: July 17, 2018

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Amendment # 4 – addition of Section 4A  
Notice of Motion: February 26, 2019  
Approval: March 5, 2019

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Amendment # 5 – addition of new interpretation and category – Affordable Housing  
Notice of Motion: December 1, 2020  
Approval: December 15, 2020  
Effective Date: March 1, 2021

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Amendment # 6 – addition of subsection 3(4A)  
Notice of Motion: July 20, 2021  
Approval: August 31, 2021

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## **SCHEDULE 1**

### **DISPOSAL OF COMMUNITY INTEREST PROPERTIES**

1. A property classified as a Community Interest property will be considered for disposal in accordance with this Schedule.

#### **Interpretation**

2. In this Schedule,

(a) “Administrative Order One” means the *Procedures of the Council Administrative Order* adopted by Council on November 10, 2015, and all amendments thereto;

(b) “high value community interest property” means a community interest property with a valuation of over two hundred and fifty thousand dollars (\$250,000);

(c) “moderately valued community interest property” means a community interest property with a valuation of two hundred and fifty thousand dollars (\$250,000) or less;

(d) “realtor valuation” means the market value of the property as determined by an independent, accredited real estate broker real estate company or agent thereof; and

(e) “valuation” means the market value of a community interest property.

#### **Disposal Category**

3. A community interest property shall be disposed of by either:

(i) a Call for Submissions; or

(ii) a Direct Sale.

#### **Market Value**

4. The market value of a community interest property may be determined by a realtor valuation or an independent appraisal.

#### **Disposal**

5. A moderately valued or high value community interest property may only be disposed of by a Call for Submissions or a Direct Sale.

6. A Direct Sale may only be considered in accordance with sections 11, 12, 13, and 14 of this Schedule.

#### **Eligible Organization**

7. (1) To be eligible for consideration to purchase a community interest property, all the parties on the application must be non-profit organizations.

(2) For greater certainty, an application for the purchase of a community interest property that is a joint application with:

(a) a person other than a non-profit organization; or

(b) the Government of Canada, the Province of Nova Scotia or an agent of them;

is ineligible to purchase a community interest property.

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**Attachment A – Administrative Order 50**  
COUNCIL REPORT – Administrative Order 50 – Package 10.25

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## **Required Information**

8. An application by a non-profit organization to purchase a community interest property must include the following information:

- (a) proof of registered status as non-profit organization;
- (b) a description of the non-profit organization and its programs or services;
- (c) a statement of the non-profit organization's intended use for the subject property;
- (d) complete financial statements for:
  - (i) the prior three (3) fiscal years, or
  - (ii) if the non-profit organization has not been incorporated for the prior three fiscal years, the number of fiscal years the organization has been incorporated,

and the financial statements must include all itemized revenues, expenses, assets and liabilities;

(e) for a moderately valued community interest property, a simplified five year operating and capital budget in the form to be provided by the Municipality;

(f) for a high valued community interest property, a comprehensive five year operating and capital budget in the form to be provided by the Municipality;

(g) a complete copy of the non-profit organization's Articles of Incorporation, Charter, or Constitution and By-laws; and

(h) the terms and conditions of the offer for the purchase, including the purchase price, requested closing date, and any terms and conditions specific to the subject property.

## **Purchase Price**

9. The amount of the purchase price for any community interest property must include the following costs:

(a) the deed transfer tax, in accordance with Section 109 of the *Municipal Government Act*, if applicable; and

(b) subject to sections 2 and 3 of Schedule 2, the transaction fees incurred by the Municipality, as set out in section 1 of Schedule 2.

## **Call for Submission**

10. (1) This section applies to a community-interest property that will be disposed of by a Call for Submission.

(2) A public meeting is required

(a) for a moderately valued community interest property unless Council decides otherwise, and such decision must be made concurrent with Council's classification of the property as a community interest property; and

(b) for a high value community interest property and such meeting must be convened in the area where the subject property is located prior to the Call for Submissions being advertised.

## **Attachment A – Administrative Order 50**

### COUNCIL REPORT – Administrative Order 50 – Package 10.25

(3) A Call for Submissions must be advertised in a newspaper circulating throughout the Municipality and the advertisement must indicate the deadline for a non-profit organization to submit a response to the Call for Submissions.

(4) A Call for Submission

(a) for a moderately valued community interest property, must provide a deadline of no more than (90) days for a non-profit organization to file a response to the Call for Submissions; and

(b) for a high value community interest property, must provide a minimum of sixty (60) and no more than one hundred and twenty (120) days to file a response to the Call for Submissions.

(5) The valuation and the assessed value of the subject property shall be shared with prospective non-profit organizations.

(6) A non-profit organization is ineligible to purchase a community interest property by a Call for Submission if sections 8, 9 and 10 of this Schedule are not satisfied.

### **DIRECT SALE CONSIDERATION**

#### **Direct Sale - Request**

11. (1) A non-profit organization may make a request to purchase, by Direct Sale, a community interest property owned by the Municipality.

(2) If a request to purchase a community interest property by Direct Sale is received by the Municipality and the subject property has not been declared surplus and classified as a community interest property, the request must:

(a) be included in the next review provided to Council pursuant to subsection 3(1) of this Administrative Order; or

(b) be forwarded to Council with a report and recommendation respecting the property.

(3) No action may be undertaken by the Municipality in respect of the request to purchase except those actions required to satisfy subsection 2 of this section.

(4) For greater certainty, the property may only be sold by Direct Sale if the property is declared surplus by Council, is categorized as community interest property by Council in accordance with this Administrative Order, and sections 7, 8, 9, 11,12,13, and 14 are satisfied.

(5) If Council decides to proceed by Direct Sale, such decision must be made at the same meeting where the property is categorized as community interest property.

(6) An applicant will have up to 90 days to submit to the Municipality the information that would otherwise be require in section 8.

#### **Direct Sale – General Procedure**

12. A Direct Sale shall be allowed as determined by Regional Council.

13. Unless Council directs otherwise, a Direct Sale may be considered without

(a) a public advertising; and

(b) a public meeting.

## **Attachment A – Administrative Order 50**

### COUNCIL REPORT – Administrative Order 50 – Package 10.25

14. (1) If Council directs that a public advertisement be made, such advertisement must be placed in a newspaper circulating throughout the Municipality and must be placed before the required public hearing to consider a less than market value sale, or if a public hearing is not required by the HRM Charter, before the Council meeting where Council will consider whether to proceed with a Direct Sale.

- (2) The advertisement in accordance with subsection 1 must include:
- (a) the date the community interest property was declared surplus;
  - (b) the location of the property;
  - (c) the name of all the non-profit organizations that made the request for a Direct Sale;
- and
- (d) the valuation and assessed value of the community interest property.

### **GENERAL**

#### **Evaluation Procedures**

15. (1) An inter-departmental staff team shall be established coordinated by staff of the business unit responsible for real property disposals or grants and contributions to evaluate potential sales of community interest properties.

(2) The team must review a response to a Call for Submission or a request for a Direct Sale to assist Council in determining if the non-profit organization is carrying on an activity that is beneficial to the Municipality.

(3) In determining if the non-profit organization is carrying on an activity that is beneficial to the Municipality, the team must consider the following:

- (a) the alignment of the non-profit organization's intended use and programming with the Municipality's mandate or priority interests;
- (b) the non-profit organization's operational viability;
- (c) the completeness of the application;
- (d) the amount of compensation arising from the property, including:
  - (i) the dollar value of any municipal financial discount applied to the purchase price,
  - (ii) any reduction in the amount of deed transfer tax resulting from a less than market value sale,
  - (iii) the value of any closing costs not fully recovered by the Municipality, and
  - (iv) any ancillary agreements associated directly with the conveyance of the subject property, such as an easement for which financial compensation is not received; and
- (e) any direct or indirect impact on municipal finances or services including impacts on operating budgets or whether the proceeds for a market value sale of the subject property is included in the capital budget and, if it is so included, any reduction in projected revenue from a less than market value sale;

## Attachment A – Administrative Order 50

COUNCIL REPORT – Administrative Order 50 – Package 10.25

- (f) the benefit to the community of conveying the property to the non-profit organization, including:
  - (i) the benefit in continuing the provision of any community-based program, service or amenity offered by the non-profit organization, or
  - (ii) whether the non-profit organization provides a program, service, or amenity that is not offered by the Municipality or another non-profit organization within the local area; or
  - (iii) the cultural or historical significance of the property.

(4) The staff evaluation team shall prepare a report for Council on the sale of a community interest property, including:

- (a) a recommendation with respect to a Buy-Back Agreement;
- (b) whether the Buy-Back agreement will enable the Municipality to repurchase the subject property if the non-profit organization changes its use of that property; and
- (c) whether the proceeds for a market value sale of the subject property is included in the capital budget and, if it is so included, any reduction in projected revenue from a less than market value sale.

### **Municipal Grants Funding Eligibility**

16. Notwithstanding any other Administrative Order, policy or grants program of the Municipality, a discretionary municipal grant or contribution shall not be awarded for any of the following purposes:

- (a) for a feasibility study respecting the potential acquisition of a community interest property;
  - (b) the preparation of a submission for the potential acquisition of a community interest property;
- or
- (c) the purchase price, closing costs, or fees associated with a non-profit organization's due diligence respecting the acquisition of a community interest property.

### **Approval by Regional Council**

17. Upon receiving a recommendation from the team established pursuant to section 20, Council may consider the overall context of the property disposal, including:

- (a) the recommendation from the staff team;
- (b) the market value of the property;
- (c) the planning documents for the area of the property, including the Municipal Planning Strategy and Land Use By-law;
- (d) the benefit of any cost savings to the Municipality;
- (e) the consequences or benefit to the community or the Municipality as a whole; and
- (f) the beneficial considerations of a less than market value sale against the benefit to the Municipality of selling the property at market value.

18. If Council decides to consider the disposal of the property to a non-profit organization at less than market value, the sale shall be in accordance with section 63 of the HRM Charter, including that:

## Attachment A – Administrative Order 50

### COUNCIL REPORT – Administrative Order 50 – Package 10.25

(a) the non-profit organization shall be carrying on an activity that Council considers is beneficial to the Municipality;

(b) if the property is worth more than ten thousand dollars (\$10,000), a public hearing shall be advertised and held; and

(c) the resolution approving the sale shall be passed by at least a two-thirds majority of the Council present and voting.

#### **Alternative Method of Disposition by Council**

19. (1) Upon receiving a recommendation, Council may consider any alternative method of disposing of community interest property if:

(a) there are no applications by eligible non-profit organizations received within the applicable period of time for the disposal method initially selected; or

(b) Council rejects all the complete applications the Municipality received from eligible non-profit organizations.

(2) If subsection 1 applies, notwithstanding Administrative Order One respecting rescission, Council may by majority vote:

(a) direct another method of disposal;

(b) reclassify the property in accordance with this Administrative Order and dispose of the property in accordance with that reclassification; or

(c) subject to subsection 3, take such other action as Council considers appropriate.

(3) A motion to rescind the resolution declaring the property surplus shall be in accordance with Administrative Order One.

#### **Budget Implications**

20. If the proceeds of sale for a property owned by the Municipality has been

(a) included in the reserve budget,

(b) specifically tied to a capital project, and,

(c) is subsequently classified as Community Interest category or a decision is made not to sell the property,

staff must report to Council any deficiencies in either the reserve budget or the capital budget along with any appropriate recommendations to offset the reduced proceeds.

## SCHEDULE 2

### SCHEDULE OF TRANSACTION FEES: COMMUNITY INTEREST REAL PROPERTY DISPOSAL

1. The purchase price shall include the following transaction fees:

Migration and Deed Fess for the Property:	maximum \$2,500 per property transaction, plus HST
Appraisal/Comparative Market Analysis:	lesser of 50% of the cost of the appraisal or \$2,500 per property transaction, plus HST
Plan of Survey for the Subdivision of Land, including Lot Consolidation, legal description and deed:	full cost recovery

2. If Council approves the sale of a community interest property to a non-profit organization in accordance with Schedule 1 of this Administrative Order, the non-profit organization awarded the property may make application to the Treasurer of the Municipality for a payment plan respecting the remittance of the transaction fees required by section 1 of this Schedule.

3. (1) Subject to subsection 2 of this Schedule, Council hereby delegates to the Treasurer of the Municipality the authority to approve and enter into on behalf of the Municipality a payment plan with the non-profit organization that was awarded the property for the payment of the transaction fees required by clause 9(b) of this Administrative Order.

- (2) The Treasurer may only approve and enter into a payment plan if all the parties agree to the following terms and conditions:

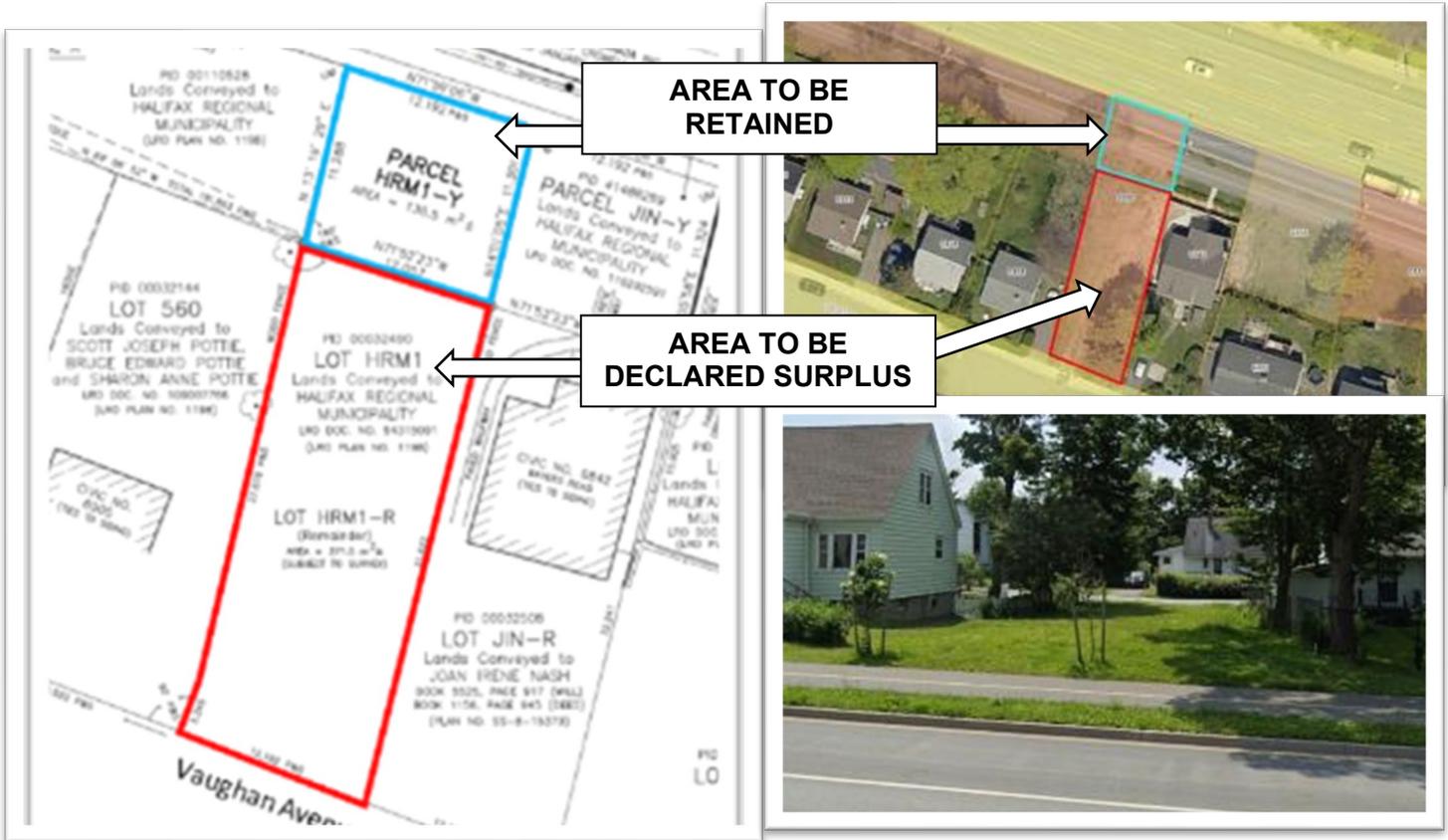
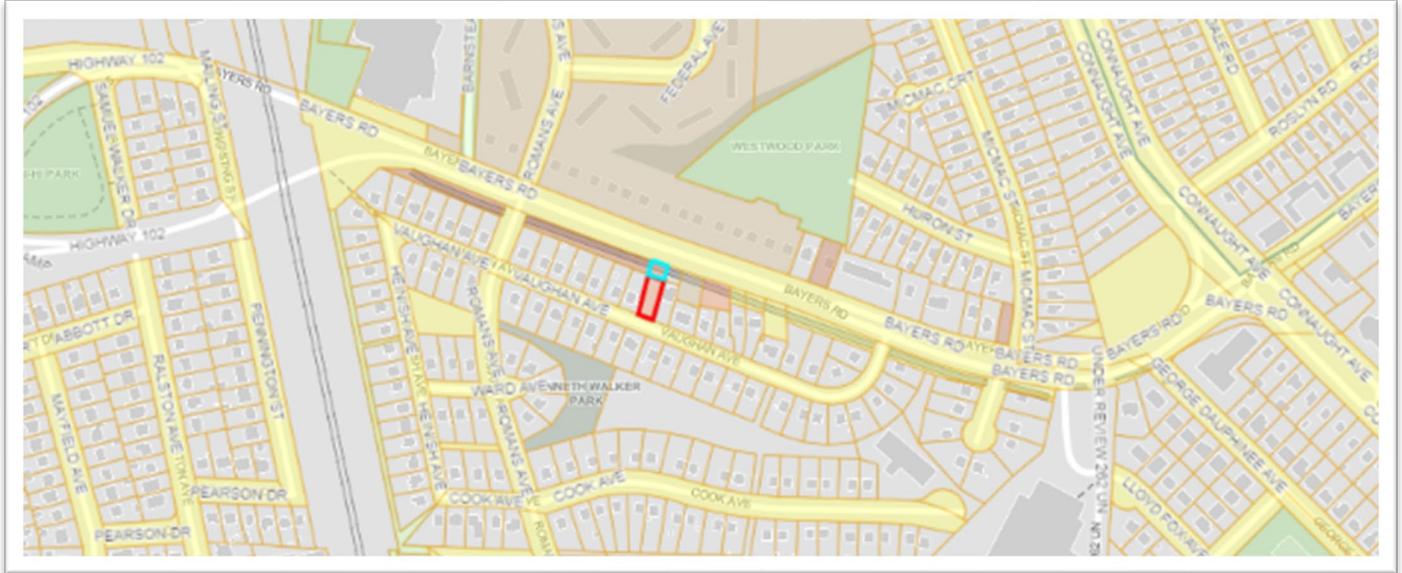
- (a) the maximum payment term shall not exceed twenty-four (24) consecutive months;
- (b) subject to clause (f), the amount owed shall is interest free and shall be billed monthly;
- (c) the non-profit organization shall have the option to pay the remaining balance owed at any time during the term of the payment plan without penalty;
- (d) a specified fee shall be set for a non-sufficient funds (NSF) payment;
- (e) the due date for a payment shall be thirty (30) days from the date of billing;
- (f) simple daily interest at a rate set by Administrative 14, *Respecting the Application of Interest Charges on Outstanding Accounts*, shall be applied to any arrears; and
- (g) after ninety (90) a persistently overdue account will be referred to the Revenue Division for collections in accordance with the *Revenue Collections Policy Administrative Order*, including an offset for any amounts that the Municipality might owe the non-profit organization.

# Lot HRM1-R, Portion of Former 6850 Bayers Road, Halifax - PID 00032490

District 9 - Councillor Shawn Cleary

Current Use: Vacant Land

**SURPLUS**  
Affordable Housing



**Attachment B – Affordable Housing Properties**  
 COUNCIL REPORT – Administrative Order 50 – Package 10.25

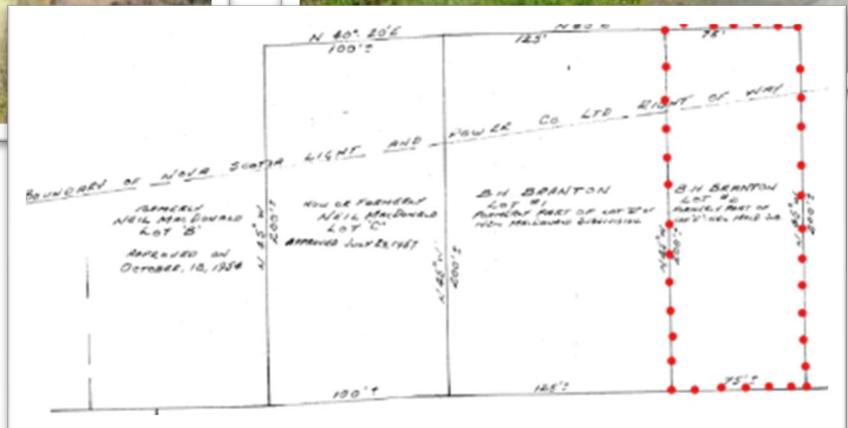
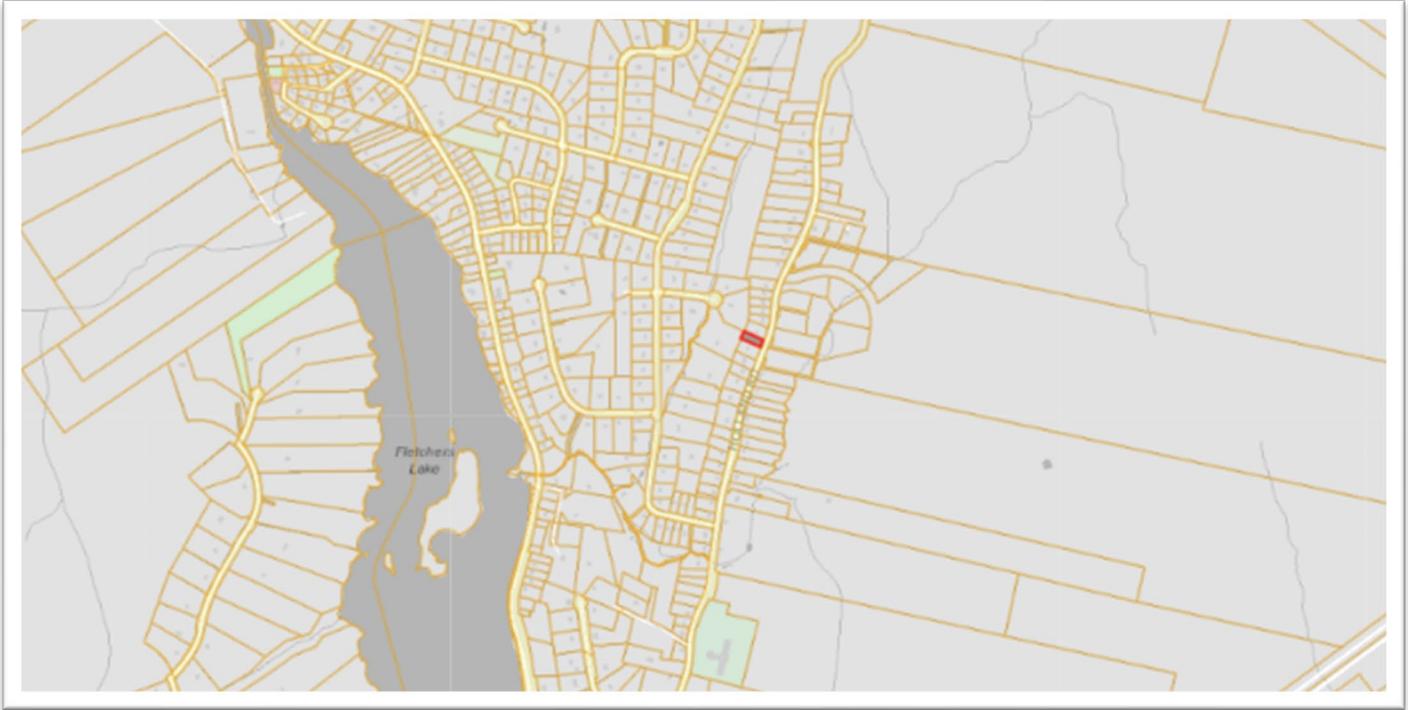
Lot HRM1-R, Portion of Former 6850 Bayers Road, Halifax - PID 00032490			
<b>Surplus Category</b> <small>(proposed)</small>	Affordable Housing	<b>District / Councillor</b>	9 - Councillor Shawn Cleary
<b>Current Asset Use</b>	Vacant Land	<b>Current Land Area</b> <small>(Parent)</small>	±508.0 sq. m.
<b>Building Area</b>	N/A	<b>Land Area for Disposal</b> <small>(proposed)</small>	±371.5 sq. m.
<b>Building Condition</b>	N/A		
<b>Interim Management</b>	Public Works	<b>Operating Costs</b>	N/A
<b>Land Use Bylaw</b>	Regional Centre	<b>PVSC Assessment</b>	\$330,000 (2025 Residential Exempt)
<b>Zone</b> <small>(hyperlink)</small>	<a href="#">ER-3</a>	<b>Deed on File</b>	Yes – 2009
<b>Environmental Risk</b>	<p>There are no contaminated site files for this property or adjacent properties.</p> <p><b>Note:</b> Prospective purchasers are urged to conduct their own due diligence.</p>		
<b>Background</b>	<p>Lot HRM1, formerly Civic No. 6850 Bayers Road, is a property HRM Corporate Real Estate acquired in 2009 for Phase I of the Bayers Road Transit Priority Corridor Project ('BRTPC'). Since its acquisition, a former dwelling was demolished and the subject area was used as lay down area for Phase I BRTPC construction.</p> <p>The portion of Lot HRM1 shown outlined in <b>red</b> above is the area that is subject to surplus review (Proposed Lot HRM1-R "Remainder"). The area shown outlined in <b>blue</b> (Parcel HRM1-Y) will be added to the Bayers Road right-of-way as it accommodates the completed AT Trail as per Phase I BRTPC.</p> <p><b>Planning &amp; Development's Housing Accelerator Fund team has requested that the subject property be categorized as Affordable Housing.</b></p> <p>If declared surplus, land requirements for future ROW and Active Transportation projects to be confirmed with Public Works prior to any disposal.</p>		

# Lot 2, Holland Road, Fletchers Lake - PID 00527457

District 1 - Councillor Cathy Deagle-Gammon

Current Use: Vacant Land

**SURPLUS**  
Affordable Housing



**Attachment B – Affordable Housing Properties**  
COUNCIL REPORT – Administrative Order 50 – Package 10.25

Lot 2, Holland Road, Fletchers Lake - PID 00527457			
<b>Surplus Category</b> <small>(proposed)</small>	Affordable Housing	<b>District / Councillor</b>	1 - Councillor Cathy Deagle-Gammon
<b>Current Asset Use</b>	Vacant Land	<b>Current Land Area</b> <small>(Parent)</small>	±1,393.5 sq. m.
<b>Building Area</b>	N/A	<b>Land Area for Disposal</b> <small>(proposed)</small>	±1,393.5 sq. m.
<b>Building Condition</b>	N/A		
<b>Interim Management</b>	Parks & Recreation	<b>Operating Costs</b>	N/A
<b>Land Use Bylaw</b>	Planning Districts 14 & 17 (Shubenacadie Lakes)	<b>PVSC Assessment</b>	\$48,800 (2025 Residential Exempt)
<b>Zone</b> <small>(hyperlink)</small>	<a href="#">R-6</a>	<b>Deed on File</b>	Yes – 1992 (Book 5220, Page 610)
<b>Environmental Risk</b>	ECC has no contaminated site files for this property.  <b>Note:</b> Prospective purchasers are urged to conduct their own due diligence.		
<b>Background</b>	<p>Parks and Recreation have identified that PID 00527457 (outlined and shaded in red above) is not required for park purposes and have requested that it be considered for surplus declaration.</p> <p>The subject property was acquired in 1992 and measures 75' x 200'. A portion at the rear of the subject property is encumbered by a transmission line easement in favour of Nova Scotia Power Incorporated. Parks and Recreation notes that the local neighbourhood is being served by a large school park (with amenities) 700m to the south.</p> <p>Aerial imagery shows the subject property is treed and suggests that a portion of the gravel driveway on abutting PID 00527838 (366 Holland Road to the north) likely encroaches on the subject property.</p> <p><b>Planning &amp; Development's Housing Accelerator Fund team has requested that the subject property be categorized as Affordable Housing.</b></p>		

# Lot 182, Head of St. Margarets Bay - PID 00339804

District 13 - Councillor Nancy Hartling

Current Use: Undeveloped Parkland

**SURPLUS**  
Affordable Housing



**Attachment B – Affordable Housing Properties**  
 COUNCIL REPORT – Administrative Order 50 – Package 10.25

Lot 182, Head of St. Margarets Bay - PID 00339804			
<b>Surplus Category</b> <small>(proposed)</small>	Affordable Housing	<b>District / Councillor</b>	13 - Councillor Nancy Hartling
<b>Current Asset Use</b>	Undeveloped Parkland	<b>Current Land Area</b> <small>(Parent)</small>	±3,050.0 sq. m.
<b>Building Area</b>	N/A	<b>Land Area for Disposal</b> <small>(proposed)</small>	±3,050.0 sq. m.
<b>Building Condition</b>	N/A		
<b>Interim Management</b>	Parks & Recreation	<b>Operating Costs</b>	N/A
<b>Land Use Bylaw</b>	Planning Districts 1 & 3 (St. Margarets Bay)	<b>PVSC Assessment</b>	\$112,000 (2025 Resource Exempt)
<b>Zone</b> <small>(hyperlink)</small>	<a href="#">R-A</a>	<b>Deed on File</b>	Yes – 1991 (Book 5044, Page 1127) 1992 (Book 5212, Page 540) 1992 (Book 5212, Page 536)
<b>Environmental Risk</b>	ECC has no contaminated site files for this property. There was a spill reported at the adjacent 5680 St. Margaret's Bay Rd property but was fully remediated in 2016.  <b>Note:</b> Prospective purchasers are urged to conduct their own due diligence.		
<b>Background</b>	Corporate Real Estate received a request from former District 13 Councillor Lovelace asking that Lot 182 (PID 00339804 – outlined in red above) be considered for surplus declaration under the Affordable Housing category.  Lot 182 was acquired in 1991 for potential expansion to Fire Station #57 on adjacent PID 40057465 (shaded brown above) but was primarily used for parking until Fire Station #57 was demolished in (circa) 2017. Legacy information from the Municipal Owned Property (MOPs) Database notes that a portion of the lot has been infilled while other portions remain low and wet.  <b>Planning &amp; Development's Housing Accelerator Fund team has requested that the subject property be categorized as Affordable Housing.</b>  If declared surplus, land requirements for future ROW and Active Transportation projects to be confirmed with Public Works prior to any disposal.		

The following property was previously declared surplus by Regional Council on August 13, 2019 under the Ordinary category and has now been requested to be recategorized as Affordable Housing by Planning & Development’s Housing Accelerator Fund team.

## 28875 Highway 7, Moser River - PID 41489147

District 2 - Councillor David Hendsbee

Current Use: Vacant Land

**RECATEGORIZE  
Affordable Housing**



**Attachment C – Properties to be Recategorized as Affordable Housing**

COUNCIL REPORT – Administrative Order 50 – Package 10.25

28875 Highway 7, Moser River - PID 41489147			
<b>Surplus Category</b> <small>(proposed)</small>	Affordable Housing	<b>District / Councillor</b>	2 - Councillor David Hendsbee
<b>Current Asset Use</b>	Vacant Land	<b>Current Land Area</b> <small>(Parent)</small>	±10,076.7 sq. m.
<b>Building Area</b>	N/A	<b>Land Area for Disposal</b> <small>(proposed)</small>	±10,076.7 sq. m.
<b>Building Condition</b>	N/A		
<b>Interim Management</b>	Property, Fleet & Environment	<b>Operating Costs</b>	N/A
<b>Land Use Bylaw</b>	Eastern Shore (East)	<b>PVSC Assessment</b>	\$6,900 (2025 Commercial Exempt)
<b>Zone</b> <small>(hyperlink)</small>	<a href="#">RE</a>	<b>Deed on File</b>	Yes - 2020
<b>Environmental Risk</b>	<p>Pinchin Leblanc completed a Phase I Environmental Site Assessment (ESA) with a Phase II ESA having been undertaken in 2017. Where detected, petroleum concentrations in soil and groundwater were below applicable commercial guidelines. Hazardous materials such as asbestos were identified during the Hazardous Materials survey completed in 1999 by Maritime Testing, however, the former school building was demolished in 2022.</p> <p><b>Note:</b> Prospective purchasers are urged to conduct their own due diligence.</p>		
<b>Background</b>	<p>The former Eastern Consolidated Elementary School was closed in 2015 by Halifax Regional School Board, then transferred to HRM in 2017. After being declared surplus by Regional Council on August 13, 2019 under the Ordinary category, HRM engaged a third-party brokerage from October 2020 to March 2022 to assist in the disposal of the former school property. Little interest has been received from prospective purchasers.</p> <p>A portion of the former school property has been subdivided and consolidated with PID 00545830 for parking purposes. PID 00545830 (outlined in <b>blue</b> above) is owned and operated by HRM and improved with a ball field. The remainder of the former school site is identified as PID 41489147 and outlined in <b>red</b> above. An access easement to the ball field property will be secured along the southern boundary of the subject property prior to any disposal. The former two-storey school building has since been demolished.</p> <p>In September 2024, a local community group and non-profit expressed interest in a partnership to develop the subject property with a +/-12-unit multi-residential building to be rented to low-income seniors.</p> <p><b>Planning &amp; Development’s Housing Accelerator Fund team has requested that the subject property be recategorized as Affordable Housing.</b></p>		

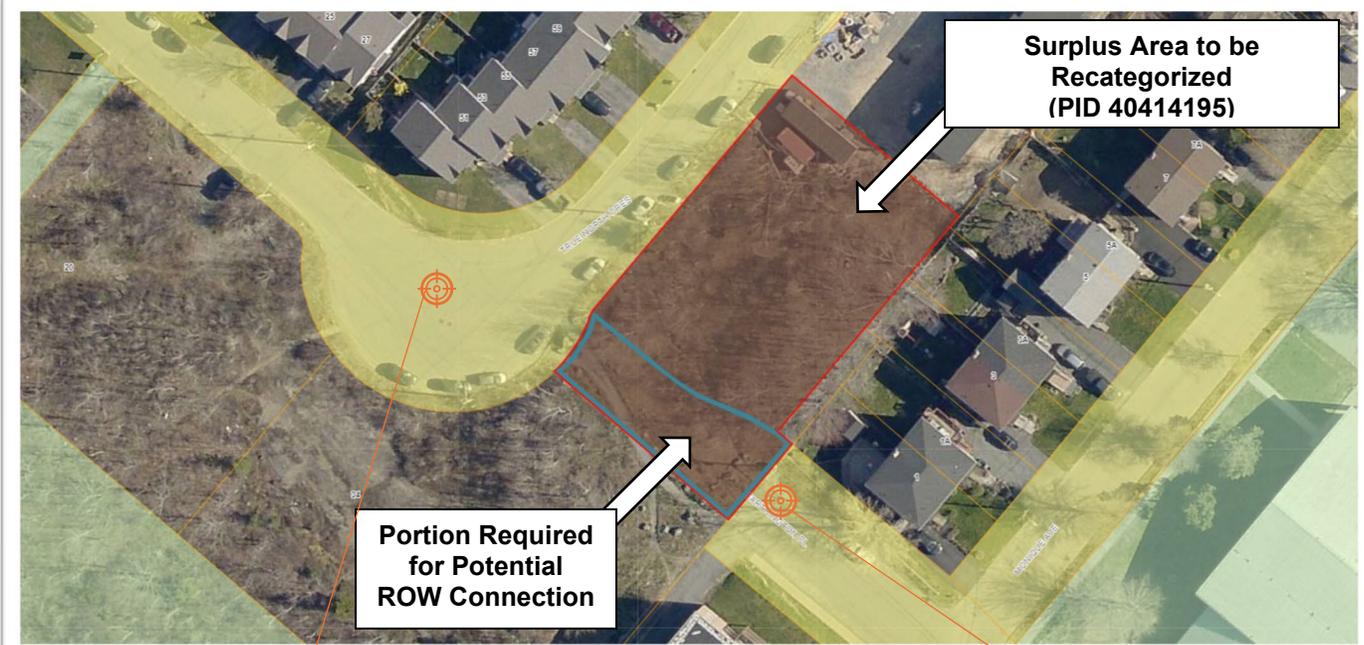
The following property was previously declared surplus by Regional Council on August 13, 2019 under the Community Interest category and has now been requested to be recategorized as Affordable Housing by Planning & Development’s Housing Accelerator Fund team.

## 50 True North Crescent, Dartmouth - PID 40414195

District 5 - Councillor Sam Austin

Current Use: Vacant Land

**RECATEGORIZE  
Affordable Housing**



**Attachment C – Properties to be Recategorized as Affordable Housing**

COUNCIL REPORT – Administrative Order 50 – Package 10.25

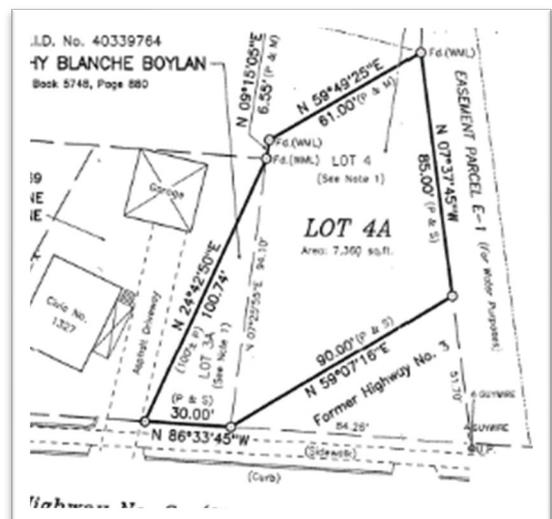
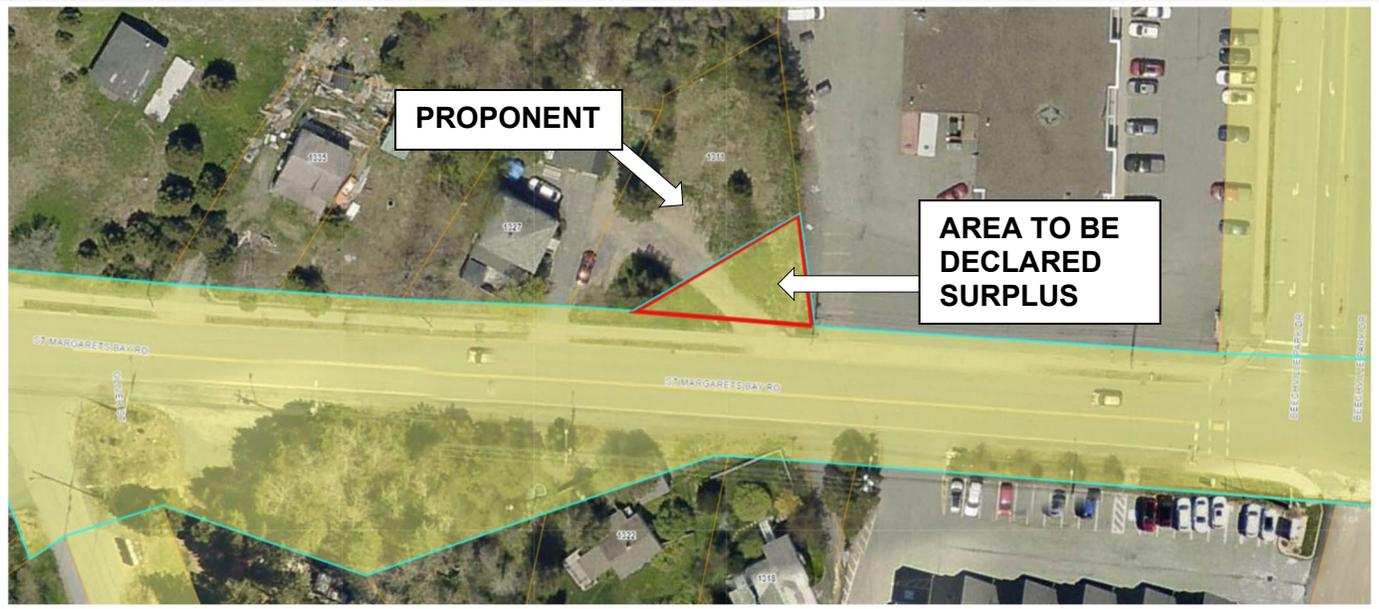
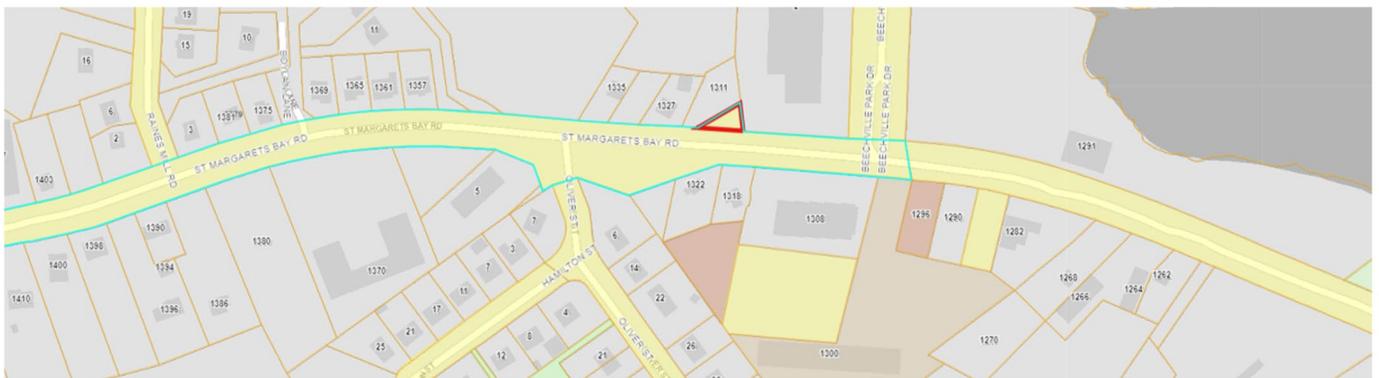
50 True North Crescent, Dartmouth - PID 40414195			
<b>Surplus Category</b> <small>(proposed)</small>	Affordable Housing	<b>District / Councillor</b>	5 - Councillor Sam Austin
<b>Current Asset Use</b>	Vacant Land	<b>Current Land Area</b> <small>(Parent)</small>	±1,965.7 sq. m.
<b>Building Area</b>	N/A	<b>Land Area for Disposal</b> <small>(proposed)</small>	±1,475.0 sq. m.
<b>Building Condition</b>	N/A		
<b>Interim Management</b>	Public Works	<b>Operating Costs</b>	N/A
<b>Land Use Bylaw</b>	Regional Centre	<b>PVSC Assessment</b>	\$188,800 (2025 Residential Exempt)
<b>Zone</b> <small>(hyperlink)</small>	<a href="#">ER-3</a>	<b>Deed on File</b>	
<b>Environmental Risk</b>	<p>Strum Consulting completed a Phase I Environmental Site Assessment (ESA) of the subject property in 2019 and did not find evidence to support a recommendation for a Phase II ESA.</p> <p><b>Note:</b> Prospective purchasers are urged to conduct their own due diligence.</p>		
<b>Background</b>	<p>City of Dartmouth Council, by resolution in 1988, established a budget of \$200,000 per year for land acquisition for affordable housing projects. In the following years the City of Dartmouth acquired and then sold some properties on True North Crescent for housing purposes. In 2019, the remaining lands, being 50, 64, 67, 80, and 91 True North Crescent, were declared surplus by Regional Council under the Community Interest category.</p> <p>In 2020, a Call for Submission was issued and Regional Council approved the sales of 64, 67, 80, and 91 True North Crescent to the Affordable Housing Association of Nova Scotia. 50 True North Crescent was excluded from the Call for Submission pending confirmation of land requirements for a future connection of True North Crescent and Farthington Place ROWs.</p> <p><b>Planning &amp; Development’s Housing Accelerator Fund team has requested that 50 True North Crescent (PID 40414195 - outlined in red above) be recategorized as Affordable Housing.</b></p> <p>Public Works has indicated that the portion of the subject property outlined in blue above would likely be required for any connection of True North Crescent and Farthington Place. Final land requirements for future ROW connection are subject to survey and will be confirmed with Public Works prior to any disposal.</p>		

# Portion of St. Margarets Bay Road ROW, Beechville - PID 40898124

District 12 - Councillor Janet Steele

Current Use: Vacant Portions of Right-of-Way

**SURPLUS**  
Extraordinary



**Attachment D – Extraordinary Properties**  
 COUNCIL REPORT – Administrative Order 50 – Package 10.25

Portion of St. Margarets Bay Road ROW, Beechville – PID 40898124			
<b>Surplus Category</b> <small>(proposed)</small>	Extraordinary	<b>District / Councillor</b>	12 - Councillor Janet Steele
<b>Current Asset Use</b>	Vacant Portions of Right-of-Way	<b>Current Land Area</b> <small>(Parent)</small>	±16,315 sq. m.
<b>Building Area</b>	N/A	<b>Land Area for Disposal</b> <small>(proposed)</small>	±200.2 sq. m.
<b>Building Condition</b>	N/A		
<b>Interim Management</b>	Public Works	<b>Operating Costs</b>	N/A
<b>Land Use Bylaw</b>	Timberlea/Lakeside/Beechville	<b>PVSC Assessment</b>	Not Assessed
<b>Zone</b> <small>(hyperlink)</small>	<a href="#">R-1</a>	<b>Deed on File</b>	Unknown
<b>Environmental Risk</b>	There are no contaminated site files for this property or adjacent properties. <b>Note:</b> Prospective purchasers are urged to conduct their own due diligence.		
<b>Background</b>	Corporate Real Estate received a separate request from the owner of 1311 St. Margarets Bay Road (Lot 4A, PID 40160848) who is interested in acquiring a portion of St. Margarets Bay Road ROW (portion of PID 40898124 outlined in <b>red</b> above) to be consolidated with their vacant residential lot. The subject area is currently a vacant portion of the St. Margarets Bay Road ROW and appears to have been used as an informal/secondary gravel driveway for adjacent 1327 St. Margarets Bay Road.  <b>Rights-of-Way: A public hearing will be required to close the subject right-of-way, if its value is more than fifty thousand dollars.</b>		

## Portion of Robert Burns Drive ROW, Dartmouth - PID 00037887

District 6 - Deputy Mayor Tony Mancini

Current Use: Right-of-Way

**SURPLUS**  
Extraordinary



**Attachment D – Extraordinary Properties**  
 COUNCIL REPORT – Administrative Order 50 – Package 10.25

Portion of Robert Burns Drive ROW, Dartmouth - PID 00037887			
<b>Surplus Category</b> <small>(proposed)</small>	Extraordinary	<b>District / Councillor</b>	6 - Deputy Mayor Tony Mancini
<b>Current Asset Use</b>	Right-of-Way	<b>Current Land Area</b> <small>(Parent)</small>	±1,620.2 sq. m.
<b>Building Area</b>	N/A	<b>Land Area for Disposal</b> <small>(proposed)</small>	±420.4 sq. m.
<b>Building Condition</b>	N/A		
<b>Interim Management</b>	Public Works	<b>Operating Costs</b>	N/A
<b>Land Use Bylaw</b>	Regional Centre	<b>PVSC Assessment</b>	Not Assessed
<b>Zone</b> <small>(hyperlink)</small>	<a href="#">Unzoned (Abutting HR-1)</a>	<b>Deed on File</b>	Yes
<b>Environmental Risk</b>	There are no contaminated site files for this property or any of the adjacent properties. <b>Note:</b> Prospective purchasers are urged to conduct their own due diligence.		
<b>Background</b>	<p>Corporate Real Estate received a request from the owner of 24 Primrose Street (PID 00037895 - outlined in <b>red</b> above) who would like to acquire the abutting portion of Robert Burns Drive ROW (PID 00037887) outlined in <b>blue</b> above.</p> <p>The subject parent parcel was acquired by the former City of Dartmouth in 1993 around the same time as the remaining three parcels that make up Robert Burns Drive (PIDs 00037150, 00037010, and 00037994). A fifth parcel (PID 00057612) was acquired in this same timeframe, potentially to extend the Robert Burns Drive ROW past Jackson Road to Albro Lake Road, however, it remains vacant land. To complete this extension, HRM would need to acquire privately-owned 119 Albro lake Road (PID 00057414) which is currently improved with a ±20-unit apartment building.</p> <p>The requested portion of ROW lies ±12 ft. from the curb and excludes two utility poles. It is currently being used for parking by tenants of the proponent's property for which there is no agreement with HRM on file. The area for surplus consideration would create a consistent (north-eastern) street line with the remaining portion of Robert Burns Drive between Primrose Street and Jackson Road (PID 00037994).</p> <p>Technical Review feedback from Planning &amp; Development's Transportation Planning Team has been considered to allow for HRM to retain 5 metres from the curb face on Robert Burns Drive and is reflected in the proposed surplus area above.</p> <p>If declared surplus, land requirements for future ROW and Active Transportation projects to be confirmed with Public Works prior to any disposal.</p> <p><b>Rights-of-Way: A public hearing will be required to close the subject right-of-way, if its value is more than fifty thousand dollars.</b></p>		

## Ryan Gate ROW, Dartmouth - PID 41315581

District 5 - Councillor Sam Austin

**SURPLUS**  
Extraordinary

Current Use: Right-of-Way









**Concept Plan**



Ryan Gate ROW, Dartmouth - PID 41315581			
<b>Surplus Category</b> <small>(proposed)</small>	Extraordinary	<b>District / Councillor</b>	5 - Councillor Sam Austin
<b>Current Asset Use</b>	Right-of-Way	<b>Current Land Area</b> <small>(Parent)</small>	±12,868 sq. ft.
<b>Building Area</b>	N/A	<b>Land Area for Disposal</b> <small>(proposed)</small>	±12,868 sq. ft.
<b>Building Condition</b>	N/A		
<b>Interim Management</b>	Public Works	<b>Operating Costs</b>	N/A
<b>Land Use Bylaw</b>	Regional Centre	<b>PVSC Assessment</b>	Not Assessed
<b>Zone</b> <small>(hyperlink)</small>	<a href="#">Unzoned (Adjacent HR-2)</a>	<b>Deed on File</b>	Yes - 1966
<b>Environmental Risk</b>	<p>There are no HRM contaminated site files for this property or adjacent properties.</p> <p><b>Note:</b> Prospective purchasers are urged to conduct their own due diligence.</p>		
<b>Background</b>	<p>Corporate Real Estate was recently contacted by Basin Heights Community Limited Partnership about acquiring and decommissioning Ryan Gate ROW (PID 41315581 – outlined in <b>red</b> above) in Dartmouth to incorporate with the redevelopment of Ocean Breeze Village. The proponent's scope of work is specific to subdivision and infrastructure needed to service the new lots. Their current intent is to consolidate the Ryan Gate ROW into the centre of Lot 9 (see Concept Plan above).</p> <p>The subject property was deeded to the former City of Dartmouth in 1966 from the Central Mortgage and Housing Corporation (CMHC) at the time of the original development of Ocean Breeze Village.</p> <p>The redevelopment entails demolition of all existing buildings with municipal addresses on the requested property. The proponent intends to conduct full removal of all underground infrastructure traversing the requested property and full replacement of any underground infrastructure to which it is connected.</p> <p>The requested parcel has a sidewalk, waste and stormwater pipes, catch basins, a water distribution main and laterals, utility poles, and a fire hydrant serving the to-be demolished townhouse rentals. There also appears to be Canada Post community mailboxes which may or may not be within the ROW.</p> <p>Planning &amp; Development groups note that while a Growth Area Mobility Analysis for Ocean Breeze and Shannon Park is underway, there may be an opportunity to create a linear park or greenway with realignment or addition of park space under subdivision application. As such, if declared surplus by Regional Council, disposal of the subject property could be contingent on the proponent satisfying connectivity (or similar) requirements specified by Planning &amp; Development and included as conditions in an agreement of purchase and sale.</p> <p><b>Rights-of-Way: A public hearing will be required to close the subject right-of-way, if its value is more than fifty thousand dollars.</b></p> <p><b>Per Recommendations 4 and 5 of this report, it is recommended that Halifax Regional Council:</b></p> <p><b>4. Set a date for the public hearing to consider closing Ryan Gate right-of-way, shown as 'Parcel RG' in Attachment H, with notice to be published in a newspaper at least 14 days prior to the public hearing for the street closure; and</b></p> <p><b>5. Subject to the outcome of the public hearing, approve Administrative Order SC-108, as set out in Attachment H of this report, to officially close the Ryan Gate right-of-way shown as 'Parcel RG'.</b></p>		



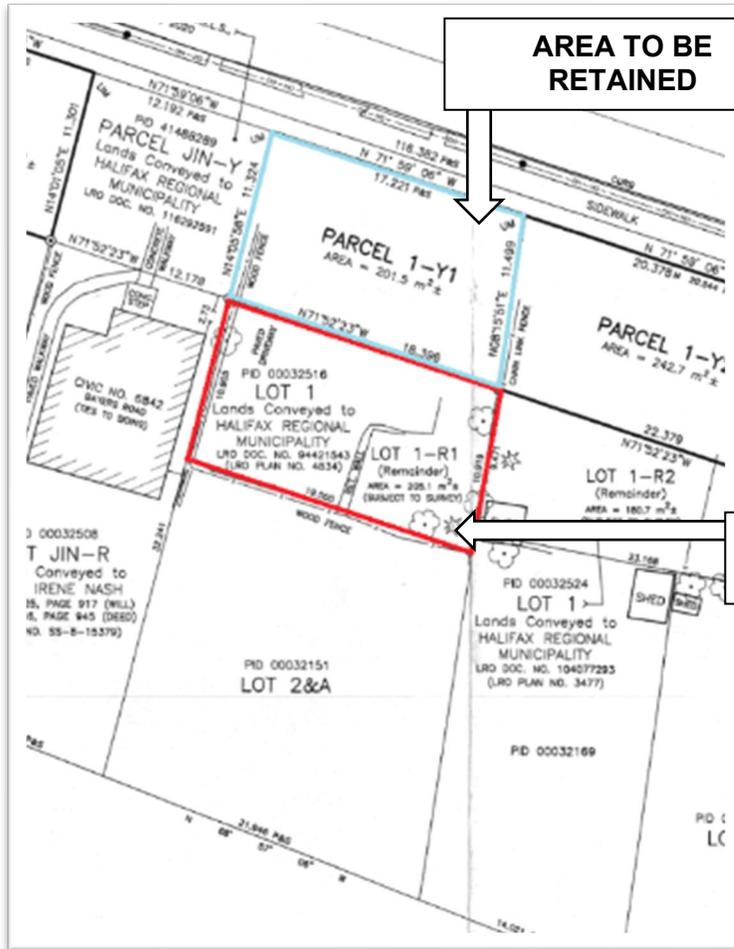
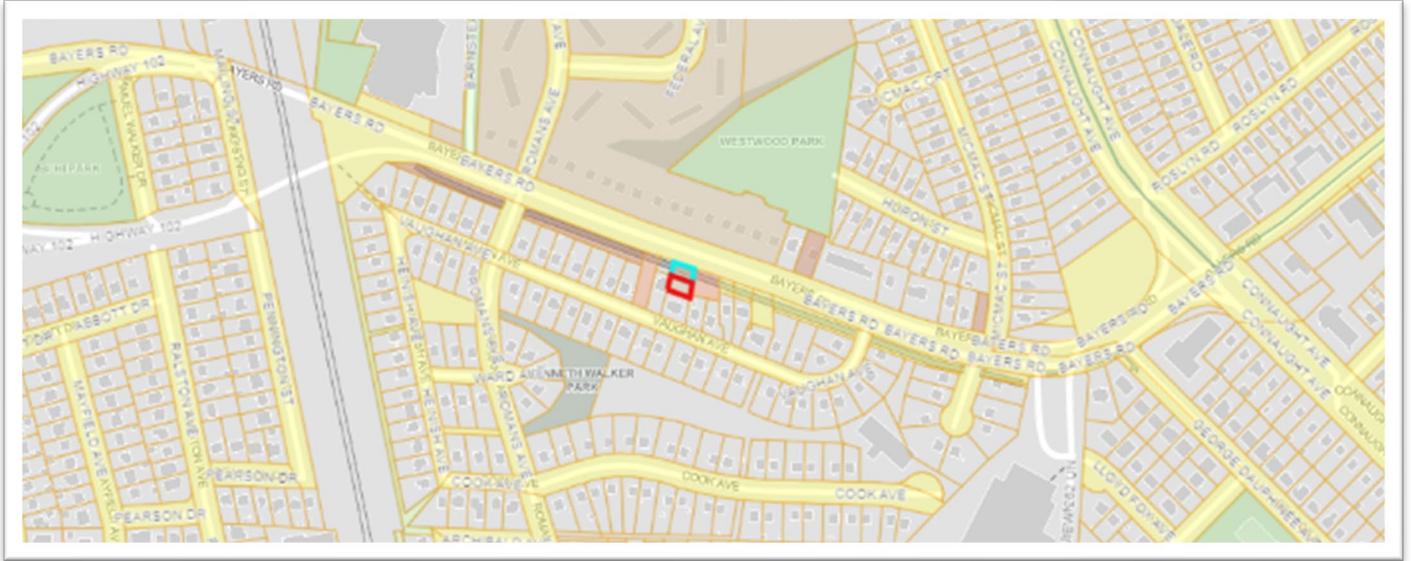
Portion of Sonny's Road ROW, Upper Tantallon - PID 40903619			
<b>Surplus Category</b> <small>(proposed)</small>	Extraordinary	<b>District / Councillor</b>	13 - Councillor Nancy Hartling
<b>Current Asset Use</b>	Right-of-Way	<b>Current Land Area</b> <small>(Parent)</small>	Unknown
<b>Building Area</b>	N/A	<b>Land Area for Disposal</b> <small>(proposed)</small>	±10,600 sq. ft.
<b>Building Condition</b>	N/A		
<b>Interim Management</b>	Public Works	<b>Operating Costs</b>	N/A
<b>Land Use Bylaw</b>	Planning Districts 1 & 3	<b>PVSC Assessment</b>	Not Assessed
<b>Zone</b> <small>(hyperlink)</small>	<a href="#">VC</a>	<b>Deed on File</b>	Yes - 2022
<b>Environmental Risk</b>	There are no HRM contaminated site files for this property or adjacent properties. <b>Note:</b> Prospective purchasers are urged to conduct their own due diligence.		
<b>Background</b>	<p>The owner of 5249 St. Margarets Bay Road (PID 41454133) and 51 Sonny's Road (PID 41454125), outlined in <b>blue</b> above, in Upper Tantallon is interested in acquiring a +/-10,600 sq.ft. portion of Sonny's Road ROW (PID 40903619), outlined in <b>red</b> above, to incorporate into a proposed redevelopment of their property.</p> <p>HRM acquired the subject property via a quit claim deed dated June 1, 2022 by the Province of NS.</p> <p>The proponent notes that the requested area is primarily used for parking during community events and a weekly farmers market that are held on the proponent's property which often requires additional police presence to assist with directing traffic.</p> <p>The requested lands would provide marked parking for the proposed redevelopment which consists of a three-storey mixed-use building with the ground floor intended to be utilized by the Redmond's Home Hardware Store which requires larger space to continue to operate and service the community. The two floors above are proposed to contain between 16 and 25 residential units. At a July 9, 2024 meeting, Regional Council passed a motion to initiate a process to consider MPS and LUB amendments to enable the redevelopment.</p> <p>An access point to the St. Margarets Bay Trail is located approximately 25-30 metres to the east of the requested lands.</p> <p><b>Rights-of-Way: A public hearing will be required to close the subject right-of-way, if its value is more than fifty thousand dollars.</b></p>		

# Lot 1-R1, Portion of Former 6838 Bayers Road, Halifax - PID 00032516

District 9 - Councillor Shawn Cleary

**SURPLUS  
Remnant**

Current Use: Vacant Land



**AREA TO BE  
RETAINED**

**AREA TO BE  
DECLARED SURPLUS**



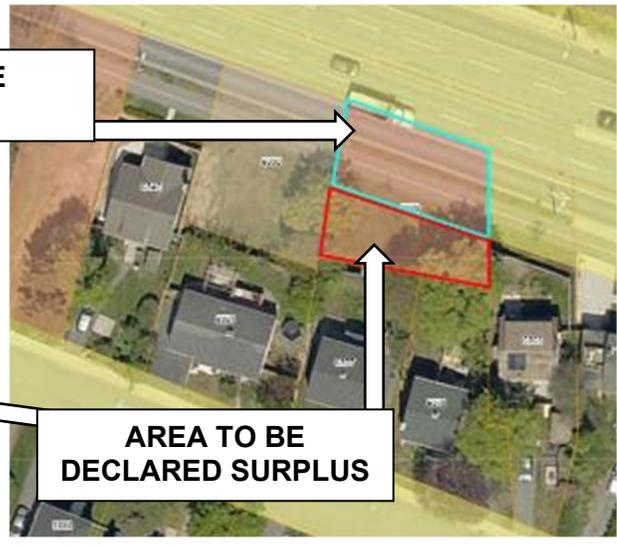
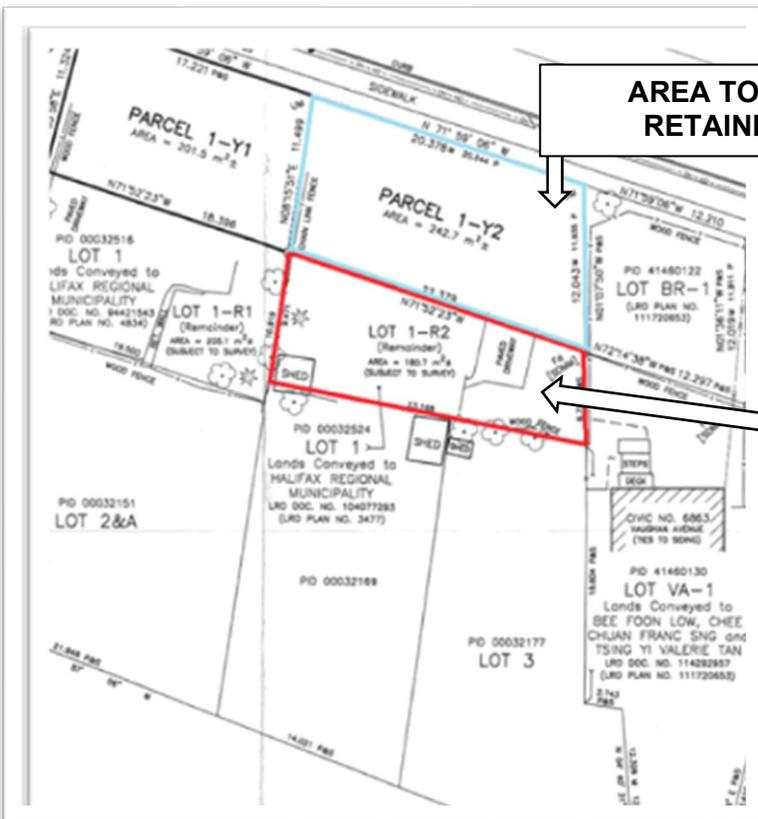
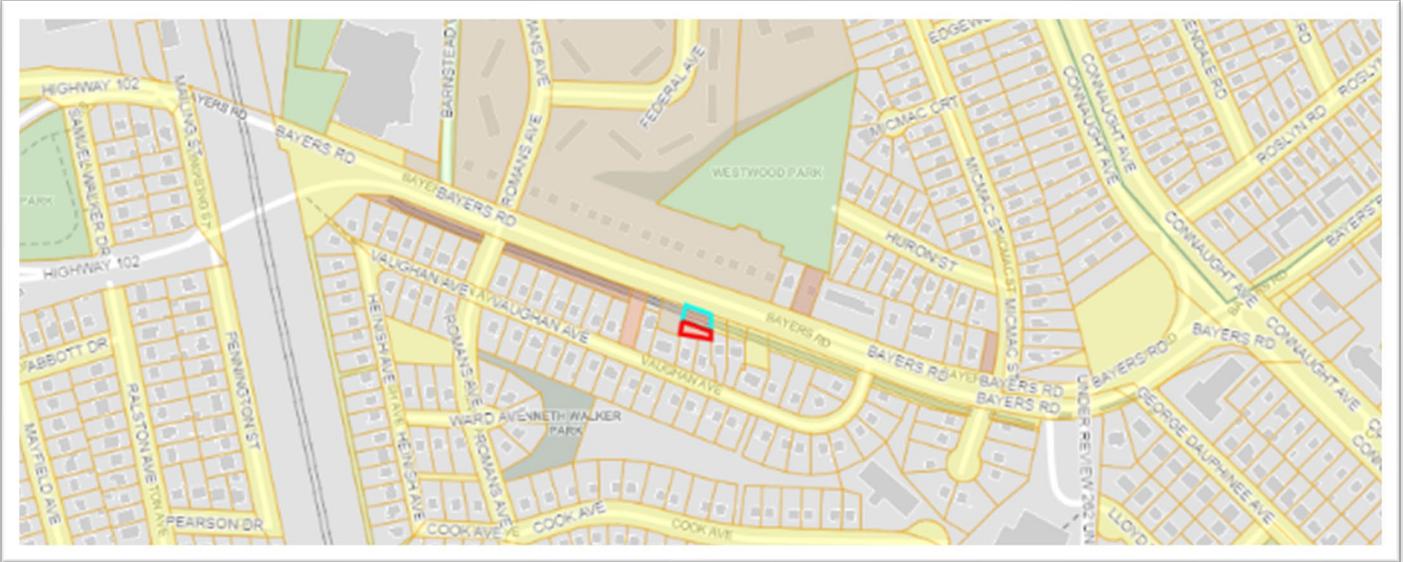
<b>Lot 1-R1, Portion of Former 6838 Bayers Road, Halifax - PID 00032516</b>			
<b>Surplus Category</b> <small>(proposed)</small>	Remnant	<b>District / Councillor</b>	9 - Councillor Shawn Cleary
<b>Current Asset Use</b>	Vacant Land	<b>Current Land Area</b> <small>(Parent)</small>	±406.6 sq.m. (±4,376.6 sq.ft.)
<b>Building Area</b>	N/A	<b>Land Area for Disposal</b> <small>(proposed)</small>	±205.1 sq.m. (±2,207.7 sq.ft.)
<b>Building Condition</b>	N/A		
<b>Interim Management</b>	Public Works	<b>Operating Costs</b>	N/A
<b>Land Use Bylaw</b>	Regional Centre	<b>PVSC Assessment</b>	\$297,000 (2025 Residential Exempt)
<b>Zone</b> <small>(hyperlink)</small>	<a href="#">ER-3</a>	<b>Deed on File</b>	Yes - 2009
<b>Environmental Risk</b>	There are no contaminated site files for this property or adjacent properties. <b>Note:</b> Prospective purchasers are urged to conduct their own due diligence.		
<b>Background</b>	Lot 1, formerly Civic No. 6838 Bayers Road, is a property HRM Corporate Real Estate acquired in 2009 for Phase I of the Bayers Road Transit Priority Corridor Project ('BRTPC').  Proposed Lot 1-R1, outlined in <b>red</b> above, is the area that is subject to surplus review. The remainder of Lot 1 (Parcel 1-Y1 – outlined in <b>blue</b> above) will be retained for ROW purposes as it accommodates the completed AT Trail as per Phase I BRTPC.  Proposed Lot 1-R1 does not meet the minimum lot area requirement of the zone (325.0 sq.m.).		

# Lot 1-R2, Portion of Former 6830 Bayers Road, Halifax - PID 00032524

District 9 - Councillor Shawn Cleary

Current Use: Vacant Land

**SURPLUS  
Remnant**



**Attachment E – Remnant Properties**  
 COUNCIL REPORT – Administrative Order 50 – Package 10.25

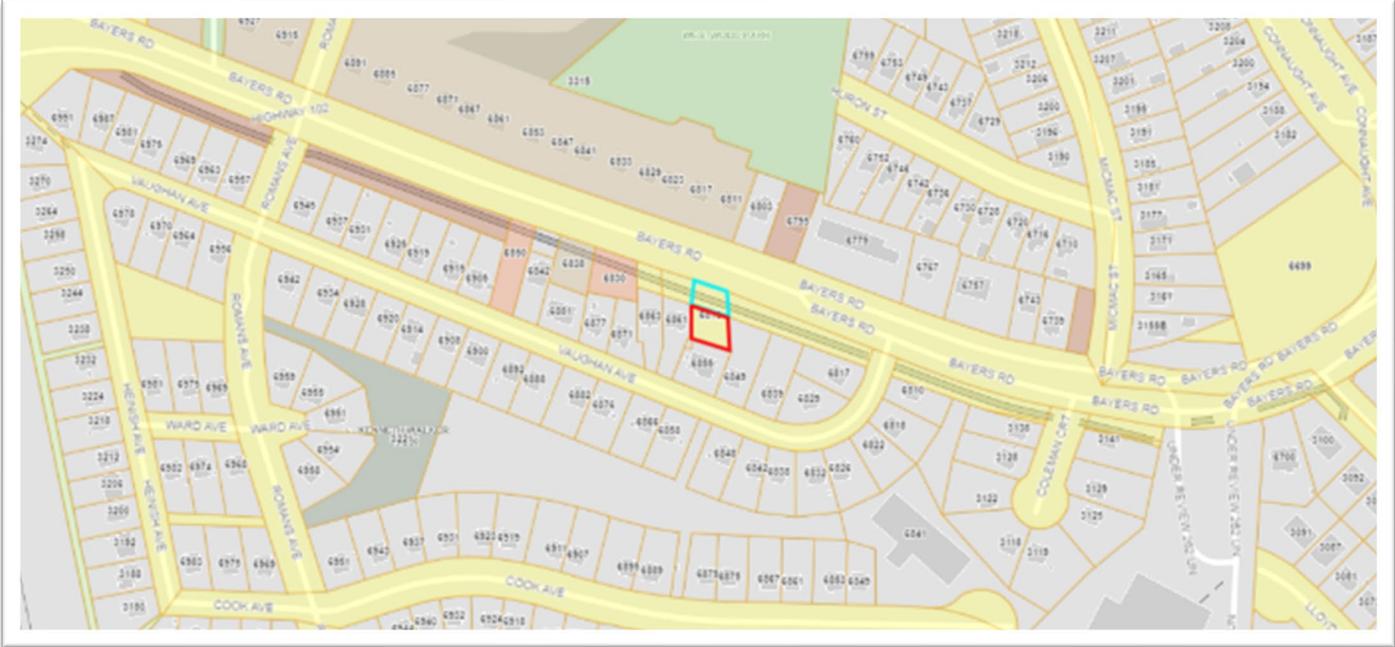
<b>Lot 1-R2, Portion of Former 6830 Bayers Road, Halifax - PID 00032524</b>			
<b>Surplus Category</b> <small>(proposed)</small>	Remnant	<b>District / Councillor</b>	9 - Councillor Shawn Cleary
<b>Current Asset Use</b>	Vacant Land	<b>Current Land Area</b> <small>(Parent)</small>	± 423.4 sq. m. (Lot 1)
<b>Building Area</b>	N/A	<b>Land Area for Disposal</b> <small>(proposed)</small>	± 180.7 sq. m. (Lot 1-R2 “Remainder”)
<b>Building Condition</b>	N/A		
<b>Interim Management</b>	Public Works	<b>Operating Costs</b>	N/A
<b>Land Use Bylaw</b>	Regional Centre	<b>PVSC Assessment</b>	\$297,000 (2025 Residential Exempt)
<b>Zone</b> <small>(hyperlink)</small>	<a href="#">ER-3</a>	<b>Deed on File</b>	Yes – 2013
<b>Environmental Risk</b>	There are no contaminated site files for this property or adjacent properties. <b>Note:</b> Prospective purchasers are urged to conduct their own due diligence.		
<b>Background</b>	Lot 1, formerly Civic No. 6830 Bayers Road, is a property HRM Corporate Real Estate acquired in 2013 for Phase I of the Bayers Road Transit Priority Corridor Project (“BRTPC”).  The portion of Lot 1 shown outlined in <b>red</b> above is the area that is subject to surplus review (Proposed Lot 1-R2 “Remainder”). The area shown outlined in <b>blue</b> (Parcel 1-Y2) will be added to the Bayers Road right-of-way as it accommodates the completed AT Trail as per Phase I BRTPC.  Proposed Lot 1-R2 does not meet the minimum lot area requirements of the zone (325.0 sq.m.).		

# Lot X-R1, Portion of Former 6810 Bayers Road, Halifax - PID 00032557

District 9 - Councillor Shawn Cleary

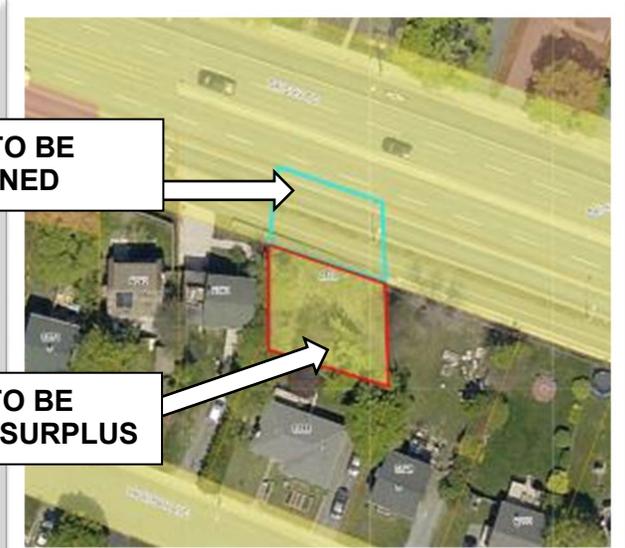
Current Use: Vacant Land

**SURPLUS  
Remnant**



**AREA TO BE  
RETAINED**

**AREA TO BE  
DECLARED SURPLUS**



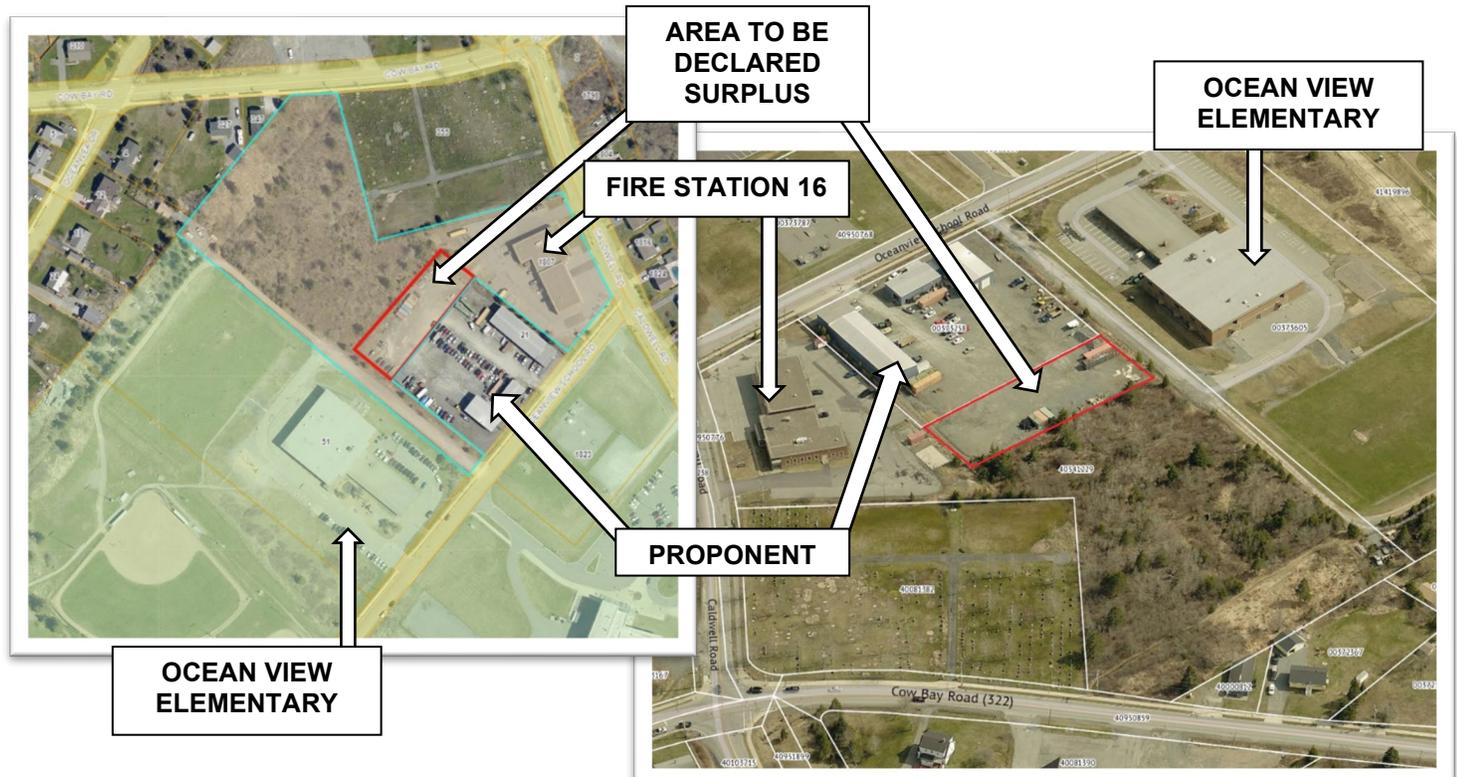
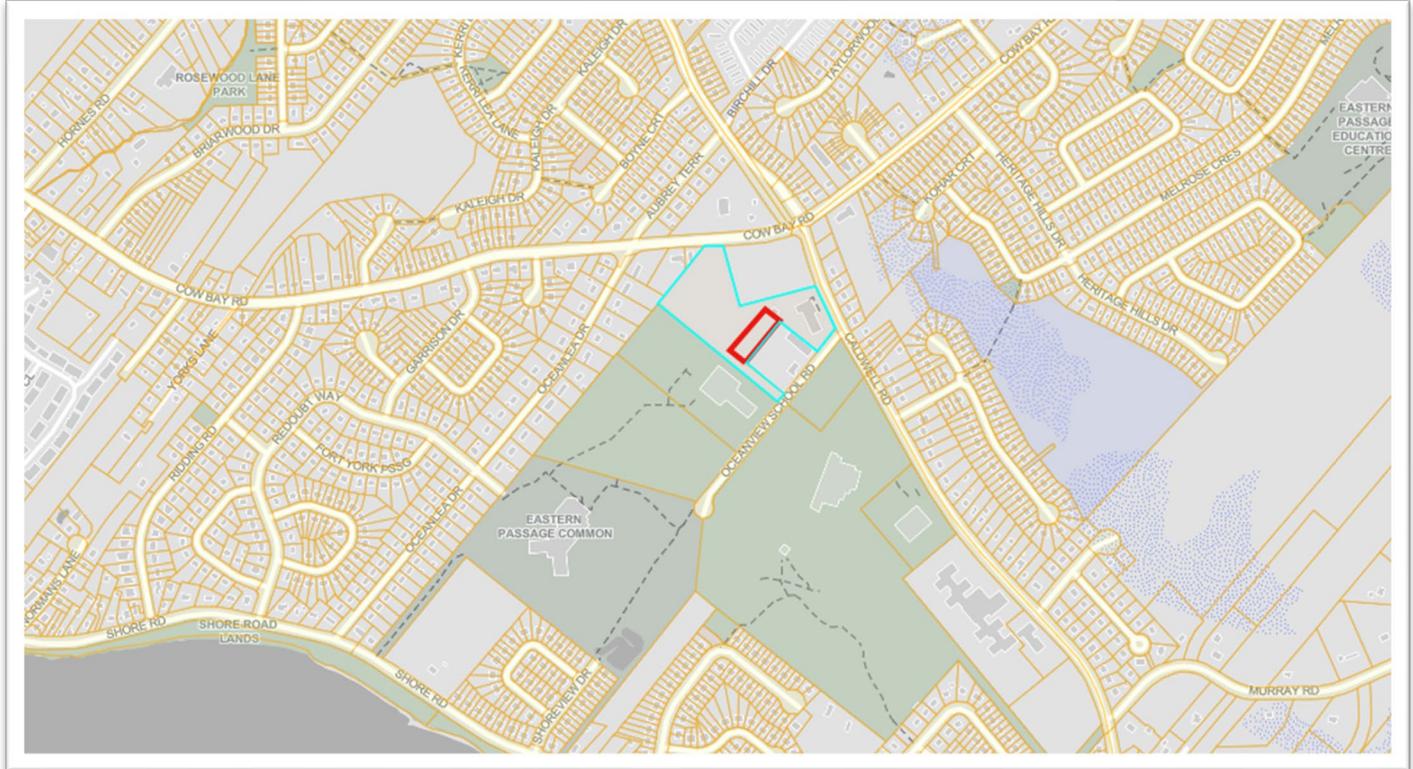
Lot X-R1, Portion of Former 6810 Bayers Road, Halifax - PID 00032557			
<b>Surplus Category</b> <small>(proposed)</small>	Remnant	<b>District / Councillor</b>	9 - Councillor Shawn Cleary
<b>Current Asset Use</b>	Vacant Land	<b>Current Land Area</b> <small>(Parent)</small>	± 471.8 sq. m. (Lot 1)
<b>Building Area</b>	N/A	<b>Land Area for Disposal</b> <small>(proposed)</small>	± 276.1 sq. m. (Lot X-R1 “Remainder”)
<b>Building Condition</b>	N/A		
<b>Interim Management</b>	Public Works	<b>Operating Costs</b>	N/A
<b>Land Use Bylaw</b>	Regional Centre	<b>PVSC Assessment</b>	\$297,000 (2025 Residential Exempt)
<b>Zone</b> <small>(hyperlink)</small>	<a href="#">ER-3</a>	<b>Deed on File</b>	Yes – 2018
<b>Environmental Risk</b>	There are no contaminated site files for this property or adjacent properties. <b>Note:</b> Prospective purchasers are urged to conduct their own due diligence.		
<b>Background</b>	Lot X, formerly Civic No. 6810 Bayers Road, is a property HRM Corporate Real Estate acquired in 2018 for Phase I of the Bayers Road Transit Priority Corridor Project (‘BRTPC’).  The portion of Lot X shown outlined in <b>red</b> above is the area that is subject to surplus review (Proposed Lot X-R1 “Remainder”). The area shown outlined in <b>blue</b> (Parcel X-Y) will be retained and added to the Bayers Road right-of-way as it accommodates the completed AT Trail as per Phase I BRTPC.  Proposed Lot X-R1 does not meet the minimum lot area requirements of the zone (325.0 sq.m.).		

# Portion of 1807 Caldwell Road, Eastern Passage - PID 40541229

District 3 - Councillor Becky Kent

**SURPLUS  
Remnant**

Current Use: Encroachment by Abutter



**Attachment E – Remnant Properties**  
 COUNCIL REPORT – Administrative Order 50 – Package 10.25

Portion of 1807 Caldwell Road, Eastern Passage - PID 40541229			
<b>Surplus Category</b> <small>(proposed)</small>	Remnant	<b>District / Councillor</b>	3 - Councillor Becky Kent
<b>Current Asset Use</b>	Encroachment by Abutter	<b>Current Land Area</b> <small>(Parent)</small>	±24,281.1 sq. m.
<b>Building Area</b>	N/A	<b>Land Area for Disposal</b> <small>(proposed)</small>	±2,369.0 sq. m.
<b>Building Condition</b>	N/A		
<b>Interim Management</b>	HRF&ES	<b>Operating Costs</b>	N/A
<b>Land Use Bylaw</b>	Eastern Passage/Cow Bay	<b>PVSC Assessment</b>	\$2,067,200 (2025 Commercial Exempt)
<b>Zone</b> <small>(hyperlink)</small>	<a href="#">P-2</a>	<b>Deed on File</b>	No
<b>Environmental Risk</b>	ECC has no contaminated site files for this property but there is a reported contaminated site to the south of this property at PID 00373597, with metals and hydrocarbon contamination.  <b>Note:</b> Prospective purchasers are urged to conduct their own due diligence.		
<b>Background</b>	Corporate Real Estate received a request from the owner 21 Oceanview School Road, Eastern Passage (PID 00373258) whose property abuts 1807 Caldwell Road (PID 40541229 – outlined in <b>blue</b> above), site of Fire Station 16.  The proponent currently encroaches on the +/- 26,000 sq.ft. portion of the subject property outlined in <b>red</b> above with a fenced-in area used for storage. They have requested that this portion be reviewed for surplus declaration.  The property located at 21 Oceanview School Rd is subject to a development agreement which permits certain light industrial uses. Any development of the requested area would be subject to a substantive amendment to the existing Development Agreement.  Consolidation of the proposed surplus area with the proponent's property (PID 00373258) would be a condition any disposal.		

The following properties were originally declared Surplus by Regional Council on August 6, 2013 under the Ordinary category and then reclassified to Affordable Housing by Regional Council on August 23, 2022. Planning & Development’s Strategic Projects and Regional & Community Planning teams have since identified potential needs requiring further investigation for these properties while noting that they may be of cultural significance to the African Nova Scotian community.

The properties are being recommended for Regional Council to revoke the prior Surplus approvals and Planning & Development will become the asset steward of the properties.

<p align="center"><b>CATEGORY: ORDINARY</b></p>  <p align="center"><b>232 Crichton Avenue, Dartmouth</b> <b>PID 40401861</b></p>	<p><b>District:</b> 5  <b>Zone:</b> ER-3                      (Regional Centre)  <b>Land Area:</b> 14,071 ft.<sup>2</sup>  <b>Bldg. Area:</b> N/A</p> <p><b>Known As:</b>  <b>Notes:</b> Vacant parcel.</p>	<p><b>Disposal Method:</b> As per Administrative Order 50  <b>Asset Condition:</b> N/A  <b>Operating Costs:</b> N/A  <b>Assessed Value:</b> \$222,500</p>
<p align="center"><b>CATEGORY: ORDINARY</b></p>  <p align="center"><b>234 Crichton Avenue, Dartmouth</b> <b>PID 00100503</b></p>	<p><b>District:</b> 5  <b>Zone:</b> ER-3                      (Regional Centre)  <b>Land Area:</b> 12,632 ft.<sup>2</sup>  <b>Bldg. Area:</b> N/A</p> <p><b>Known As:</b>  <b>Notes:</b> Vacant parcel.</p>	<p><b>Disposal Method:</b> As per Administrative Order 50  <b>Asset Condition:</b> N/A  <b>Operating Costs:</b> N/A  <b>Assessed Value:</b> \$222,500</p>



PO Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

# ATTACHMENT 'G' – ADMINISTRATIVE ORDER NO. SC-108

## HALIFAX REGIONAL MUNICIPALITY

### ADMINISTRATIVE ORDER NUMBER Admin Order #SC-101

#### RESPECTING CLOSURE OF RYAN GATE, DARTMOUTH

**BE IT RESOLVED AS AN ADMINISTRATIVE ORDER** of Council of the Halifax Regional Municipality pursuant to Section 325 of the Halifax Regional Municipality Charter Act as follows:

1. Ryan Gate, Dartmouth, Nova Scotia more particularly shown as Parcel RG on the Attachment is hereby closed.

**I HEREBY CERTIFY THAT** the foregoing Administrative Order was duly adopted by Halifax Regional Council, the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Clerk

I, Iain MacLean, Municipal Clerk of Halifax Regional Municipality, hereby certify that the above-noted Administrative Order was passed at a meeting of Halifax Regional Council held on \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Iain MacLean, Municipal Clerk

