



## Staff Report

**Report No.** PDS-036-25

**To:** Mayor and Members of Council

**From:** Director of Planning & Development Services

**Meeting Date:** June 23, 2025

**Subject:** Request to Declare Municipal Gravel Pit as Surplus to the Needs of the Municipality

### Recommendation:

**THAT** Report No. **PDS-036-25 BE RECEIVED** for information;

**AND THAT** these lands be **DECLARED SURPLUS** to the needs of the Municipality;

**AND THAT** the proposal and sale of the said lands be **SUBJECT TO** By-law No. 65-2022, being a By-law to govern the sale of surplus lands;

**AND THAT** an appraisal **BE UNDERTAKEN** by a qualified professional to determine the fair market value of the lands;

**AND THAT** Council **AUTHORIZE** staff to **NEGOTIATE** a Conditional Agreement of Purchase and Sale to be brought back to Council for its consideration;

**AND THAT** all applicable costs related to survey and legal work as well as the sale price of the lands being subject to HST be at the expense of the purchaser and due at closing;

**AND THAT** the net proceeds of the sale of the subject lands be **BROUGHT FORWARD** for consideration during the 2026 Budget review process.

### Purpose:

Policy CP-A-7.2, Sale or Other Disposition of Surplus Lands and Closing of Highways and Rod Allowances Policy, requires that before the disposition of land by the Municipality, the following actions shall occur:

- a) The lands shall be declared surplus by a resolution of Council;
- b) At least one appraisal shall be obtained;

- c) The method by which the land is to be disposed of shall be approved by Council;  
and
- d) Notice of the proposed disposition shall be provided to the public.

Therefore, staff are seeking Council's direction and endorsement to declare the above-mentioned lands as Surplus to the needs of the Municipality and to negotiate a sale prior to providing the fourteen (14) days public notice, as required under the policy.

The lands are formerly known as 3002 Cromarty Drive, located on the north side of Cromarty Drive and south of Highway 401 in the geographic township of West Nissouri as shown on the attached Location Map.

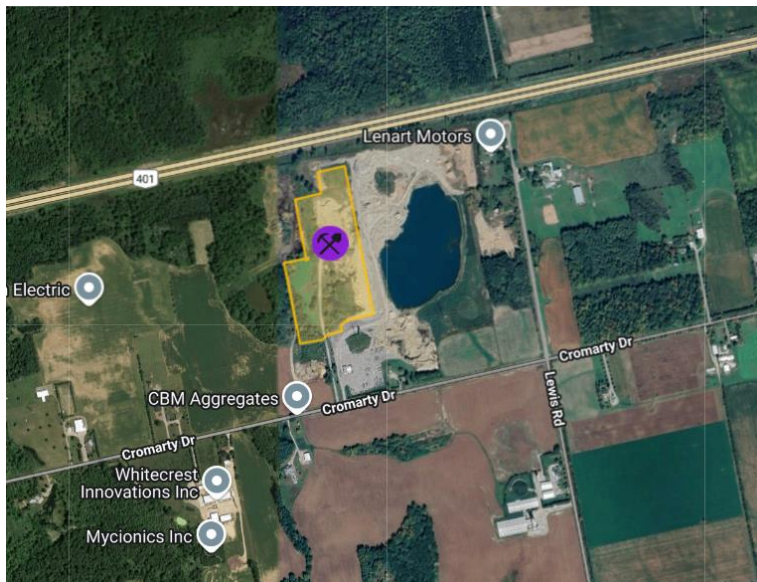
## Background:

The Municipality owns, manages and/or operates five "gravel" lands/pits, encompassing with a total 116.65 acres in Thames Centre (see attachment #1). On occasion, staff receive inquiries regarding the gravel lands from other private gravel operators within the Municipality.

Recently, staff were approached regarding Gravel Pit #5 by a neighboring property owner. However, as referenced above, Council determines any lands to declare lands surplus.

## Proposed Surplus Lands Property Details:

**Address:** 3002 Cromarty Drive, Putnam, ON, N0L 2B0, Canada



**Legal Description:** CON 1 SRT S PT LOT 9  
**Roll Number:** 39-26-000-040-14900-0000  
**Approximate Site Area:** 15 acres (7.7 hectares)

**Zoning:** Extractive Industrial (M3) Zone

**Official Plan:** Extractive Industrial

**Site Status:** Active Gravel Pit

**Primary ALPS ID:** 2161

**Operation Status:** Operating

**Operation Type:** Pit

**Licence Type:** Class B Licence

**Licensed Area:** 15 acres (7.7 hectares)

**Tonnage:** 20,000 tons

Aggregates are typically sand, gravel, clay, earth and bedrock. They are used to make roads, subway tunnels, homes and other structures.

- Loose material, such as sand and gravel, is removed from a pit.
- Solid bedrock, such as limestone and granite, is removed from a quarry.

## Comments:

Declaring a Municipally owned active gravel pit as surplus for sale, particularly when larger and more efficient Municipal pits remain in operation, offers several strategic benefits. This approach enables the Municipality to optimize its asset portfolio, reduce operational and oversight costs, and generate revenue that can be reinvested into priority initiatives such as capital projects. Additionally, the sale of surplus land may create opportunities for private sector investment and local economic development, aligning with long-term planning and responsible asset management practices.

Declaring the lands as surplus would allow for the Municipality to generate revenue from the sale of land where funds could be directed towards reserves, priority infrastructure, or debt reduction.

Should the lands be sold, the Municipality will carefully consider how the land might be best used in the future and ensure that any sale agreement allows for that use while ensuring that the sale is compliant with all applicable environmental regulations and that the purchaser will be responsible for any future environmental remediation and/or use of said lands.

As an alternative, lands can remain in the Municipality's asset portfolio, which may or may not, increase in value pending market conditions.

## Financial Implications:

The sale of the land would result in a financial benefit to the Municipality, with net proceeds recommended to be allocated to Capital Reserve to support future capital infrastructure projects. Any associated costs related to the transaction, including legal, surveying, and related expenses, should be the responsibility of the Purchaser.

## Strategic Plan Link:

**Pillar:** *Smart Planning*

**Goal:** *Ensure that the Municipality maintains fiscal prudence, along with affordable and sustainable taxation levels*

## Consultation:

D. Barrick, Chief Administrative Officer  
J. Nethercott, Director of Legislative Services  
J Craven, Director of Public Works

## References:

By-law No. 65-2022 (Policy CP-A-7) – Sale or Other Disposition of Surplus Land and Closing of Highways and Road Allowances Policy  
By-law No. 64-2022 – Public Notice Provisions Policy  
Greycoat Software Open Aggregates Web Source

## Attachments:

Location Map  
Map of Thames Centre Owned and Operated Gravel Pits  
MPAC Fact Sheet for Pits and Quarries

Prepared by:       A. Storrey, Director of Planning and Development Services  
                          C. Dangelo, Director of Corporate Services

Reviewed by:       D. Barrick, Chief Administrative Officer