

## ADMINISTRATIVE REPORT

<b>TO:</b> Horacio Galanti, City Manager	<b>DATE:</b> August 3, 2021
<b>FROM:</b> Gordon Halliday, Land Officer, Planning and Development	<b>MEETING:</b> Infrastructure & Economic Development Committee
<b>SUBJECT:</b> Disposition of City Land – Gursikh Missionary Society.	

### RECOMMENDATIONS

Committee recommend that Council approve a License of Occupation with the Gursikh Missionary Society for the use of Plan 8020882 Block 1 Lots 15PUL & 54PUL for a period of 25 years

### PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

At the June 14, 2021, Council meeting, the following motion was passed:

“Council direct Administration to work with the delegation to facilitate the request and report back to the appropriate standing committee.”

### BACKGROUND

An application for Public Land Disposal was received on June 7, 2021, from a representative of the Gursikh Missionary Society. The request was for the purchase of 2 Public Utility Lots (PUL), legally described as Plan 8020882 Block 1 Lots 15PUL & 54PUL, located within the Smith neighbourhood. The Society is the owner of the adjacent lands 9402 92C Street and 9410 92C Street, which straddle the two City-owned parcels and wishes to explore the option of purchasing the two City parcels to facilitate the expansion of their existing parking lot of the religious assembly.

On June 14, 2021, the applicant appeared at Council to request that the City waive the fees and costs associated with the purchase of the land. At the time of the request, Administration had not completed a comprehensive review or circulation of the proposed disposal. Council directed Administration to report back to the appropriate standing committee with further information.

## ANALYSIS

### Subject Lands

**Legal:** Plan 8020882 Block 1 Lots 15PUL & 54PUL

**Area:** 336.73 m<sup>2</sup>

**Status:** Public Utility Lot

**Assessed Value:** \$10,775.36

Identified on the attached schedule 1.



The subject lands are currently designated as Public Utility Lots. The Municipal Government Act (MGA) defines a public utility lot *as land required to be given under Division 8 for public utilities*. Located within the lands are several shallow utilities which are identified on the attached schedule 2.

Administration completed a circulation of the proposed disposition to internal departments and external stakeholders. Response from the circulation identified several concerns related to the City's disposing of the land. Such concerns were related to the access and maintenance of utilities located within the PULs, Pedestrian connectivity between the Smith neighbourhood and the new Smith Recreation Center and onsite drainage. A comprehensive summary of the circulation comments can be found on the attached schedule 3.

Following the response from circulation, it is Administration's recommendation to not support a disposition by way of sale, but rather pursue a License of Occupation for the use of the land. A License would grant the applicant the right to enter and use the land while ensuring the City maintains ownership and the right to access, service or maintain the utilities within the PULs. In addition to the benefits of maintaining ownership and right of access, a license provides a level of control over the PULs that will ensure pedestrian connectivity can still be maintained while providing the applicant with the right to use the land for their proposed development.

## **Relationship to City Council's Focus Areas / Strategic Directions**

Maintains quality regulatory standards to provide for an attractive, clean, well- maintains, safe community.

Supports infrastructure development to enhance community.

## **Environmental Impact**

No environmental impacts have been identified.

## **Economic Impact**

No economic impacts have been identified.

## **Social Impact**

The development and expansion of the proposed parking lot by the applicant would alleviate on-street parking within the neighbourhood and support the growth of the religious assembly and their community.

## **Relevant Statutes / Master Plans / City Documents**

Municipal Government Act, RSA 2000, c M-35, s.70. Disposal of Land

City of Grande Prairie, Policy 602 – Land Management; Acquisition, Disposition and Leasing

## **Risk**

It has been identified that a sale of the public utility lots may impact the ability of the City or its Utility providers to access the lands and adequately service or maintain shallow utilities. The proposal of a license would reduce this risk by ensuring ownership and access are retained by the City while providing use of the lands to the applicant.

## **Alternatives (Optional)**

1. Direct Administration to dispose of the land by way of sale to the applicant.
2. Committee decline the disposition of City-owned Land Plan 8020882 Block 1 Lots 15PUL & 54PUL

## **STAKEHOLDER ENGAGEMENT**

Circulation to internal departments and external stakeholders was completed. A comprehensive summary of the circulation comments can be found on the attached schedule 3.

## **BUDGET / FINANCIAL IMPLICATIONS**

As per Bylaw C-1395, there is an annual fee of \$1,050 associated with a License of Occupation. In addition to the license fee, the applicant will be expected to pay any fees associated with a Development Permit.

There are no other identified budget or financial implications identified at this time.

## **SUMMARY / CONCLUSION**

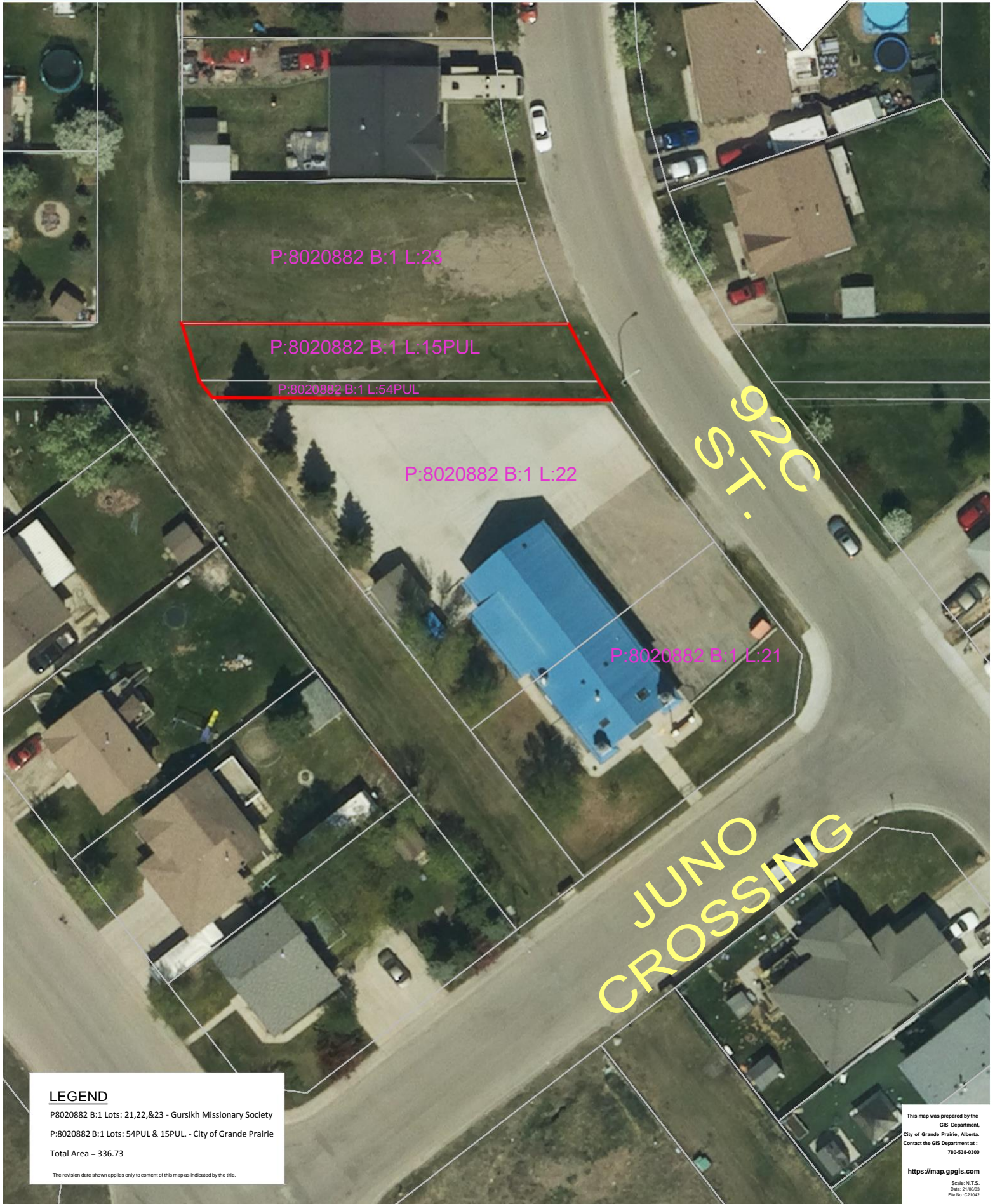
A license of occupation would allow the applicant the use of the land for parking while ensuring the City retains ownership and the right to access and maintain the shallow utilities located within the PULs. It is for this reason that Administration is recommending a license over the disposition of the lands by way of sale.

## **ATTACHMENTS**

Schedule 1. Subject Lands  
Schedule 2. Utilities Overview  
Schedule 3. Circulation Summary



# Schedule 1. Individual Ownership Plan



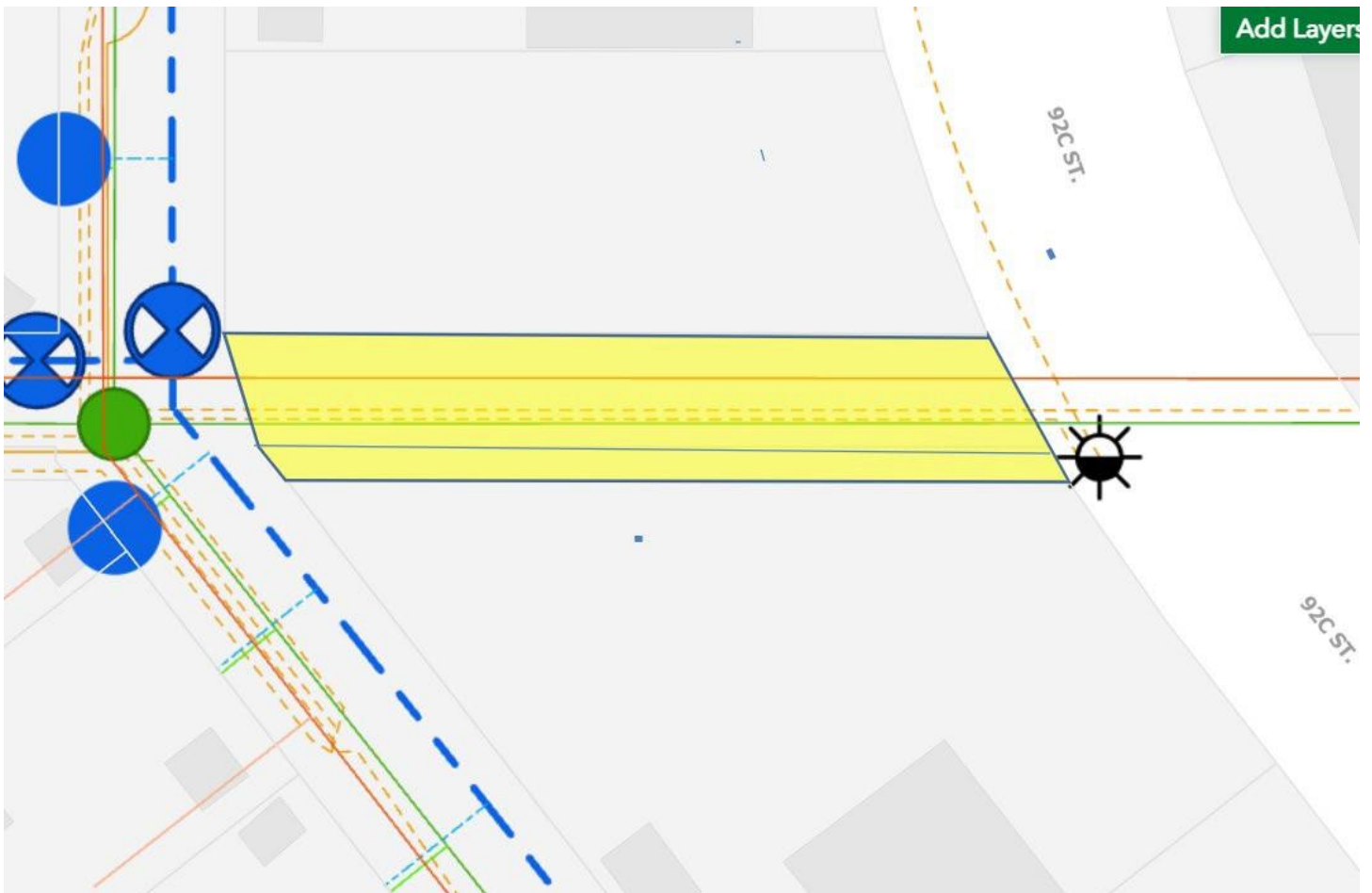
**LEGEND**  
 P8020882 B:1 Lots: 21,22,&23 - Gursikh Missionary Society  
 P:8020882 B:1 Lots: 54PUL & 15PUL - City of Grande Prairie  
 Total Area = 336.73

The revision date shown applies only to content of this map as indicated by the title.

This map was prepared by the GIS Department, City of Grande Prairie, Alberta. Contact the GIS Department at : 780-538-0300

<https://map.gpgis.com>  
 Scale: N.T.S.  
 Date: 21/06/03  
 File No: I201942

P: 8020882 B: 1 L: 15PUL & 54PUL  
Smith Subdivision



- Blue - Portable Water
- Orange - Natural Gas
- Orange Dash - Electrical Utilities
- Green - Sanitary Utilities



## Schedule 3.

### CITY LAND CIRCULATION SUMMARY

Planning and Development  
9505 - 112 Street, Grande Prairie  
Tel: 780-830-7092

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<b>Applicant:</b>		<b>Date:</b> July 2, 2021
<b>Owner:</b>	City of Grande Prairie	<b>File #:</b> LD21022
<b>Civic Address:</b>	9402 92C Street	<b>Legal Address:</b> Plan 8020882 Block 1 Lots 15PUL & 54 PUL
<b>Land Use:</b>	RG – General Residential/Public Utility Lot	
<b>Description:</b>	Request for disposal of 2 Non-Marketable parcels of City land	
<b>Background:</b>	The applicant has requested to purchase two parcels of non-marketable (Policy 602) City land to expand their existing parking. The applicant is the landowner of the two adjacent lots 8020882;1;22 and 8020882;1;23 and wishes to purchase and close the 2 PULs to facilitate the proposed expansion.	

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Circulation has been sent to the following:

#### External Circulations:

- AER Referral
- Alberta Environment and Parks
- Alberta Government Land
- Alberta Health North Zone
- Alberta Transportation
- Aquatera Circulations
- Atco Electric
- Atco Gas
- Atco Pipelines
- Canada Post
- Eastlink
- Grande Prairie Catholic School District
- Grande Prairie Public School District
- Telus
- Grande Prairie Airport

#### Internal Circulations:

- Engineering Services
- Economic Development
- Planning and Development
- Environmental Services
- Safety Codes
- Parks/Transportation
- Finance
- Assessment & Taxation
- Corporate Asset Management
- CKC
- Events and Entertainment
- Transit
- Sports Development, Wellness & Culture
- Facilities
- Fire Department
- CSD
- Enforcement



# CITY LAND CIRCULATION SUMMARY

Planning and Development  
9505 - 112 Street, Grande Prairie  
Tel: 780-830-7092

<b>EXTERNAL</b>	
Aquatera Circulation	Response June 10, 2021 – Support of License, conditions to schedule and pay for video inspection of sanitary main. (Page 3)
Atco Electric	No Response, assumed no objections or concerns.
Atco Gas	No Response, assumed no objections or concerns.

<b>INTERNAL</b>	
Engineering Services	Response June 24, 2021 – Opposed to selling due to drainage, shallow utilities and pedestrian connectivity issues. Support License, lot grading permit would be required (Page 4)
Planning and Development	Response June 10, 2021 – Consolidation of lots, rezoning and development permit would be required following sale of land.
Environmental Services	Response June 23, 2021 – connectivity to City recreational facilities for pedestrians (Page 5)
Parks/Transportation	No Response, assumed no objections or concerns.
Assessment & Taxation	No response, assumed no objections or concerns.



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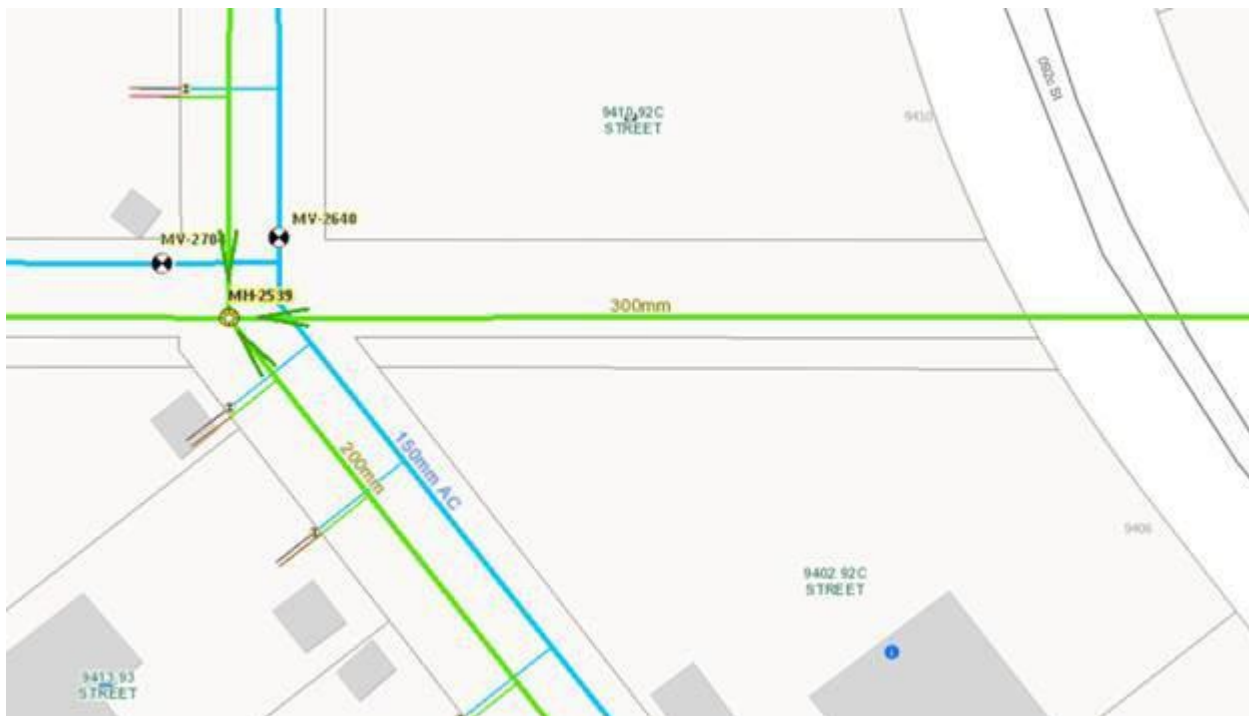
**From:**  
**Sent:** June 10, 2021 2:00 PM  
**To:**  
**Cc:** Aquatera DP&Sub-Circulations; Todd Mogridge  
**Subject:** FW: City Land Circulation - LD21022 - Public Land Disposal - PUL  
**Attachments:** LD21022 - Land Circulation - Public Land Disposal Request - PUL.pdf

Hello

Aquatera has a sanitary main running east-west through the PUL on the south side so we cannot support the sale of the PUL.

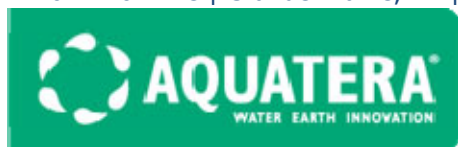
Aquatera could support the proposed use and paving of the PUL provided the following requirements/conditions:

- 1) Developer/applicant/owner required to contact Aquatera Operation 780-882-7800 or [inspections@aquatera.ca](mailto:inspections@aquatera.ca) to schedule and pay for Video of main to determine its condition. If the condition of the main is in acceptable condition for Aquatera we could allow use and paving of the PUL.



Thanks

Development Engineering Inspector  
**P:** 780.357.5944 | **C:** 780.876.4681  
11101 - 104 Ave | Grande Prairie, AB | T8V 8H6



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**From:**  
**Sent:** June 24, 2021 10:25 AM  
**To:**  
**Cc:**  
**Subject:** RE: City Land Circulation - LD21022 - Public Land Disposal - PUL

Hi ,

Engineering Services has reviewed the circulation and we offer the following comments:

1. Engineering is not in favour of selling off the PUL because of the following reasons:
  - i. There is a possibility that the area is currently used as a drainage channel
  - ii. There are shallow utilities and Aquatera mains in the PUL
  - iii. This PUL will be a good pedestrian connection to the new Recreation Centre
  - iv. The area proposed to be disposed doesn't exist as a unit now, it would need to be subdivided.

Leasing off the land might actually be better than disposal. Whether it will be disposed or leased out, lot grading permit would be required. And we recommend that it should be subject to the conditions provided by Aquatera and other utility owners.

Please let me know if you have any questions or concerns.

Thank you.



Development Technologist  
Engineering Services  
*The City of Grande Prairie*

**O: 780-357-7512**

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**From:**  
**Sent:** June 23, 2021 11:37 AM  
**To:**  
**Subject:** RE: City Land Circulation - LD21022 - Public Land Disposal - PUL

Hi , I have some concerns regarding selling this land from a connectivity to City recreational facilities for pedestrians (Smith Rec Centre and Smith Park #4). With the addition of the new Rec Centre, removal of this PUL will reduce connectivity to residents. My understanding is that the concept of the Rec Centre is to increase activity opportunities for residents on the eastside, and we may find that the PULs become the desired path for pedestrians, especially children, if there is an additional outside ice surface in the winter



Let me know if you have any questions.