

DECISION/DIRECTION NOTE

Title: Sale of City land adjacent to 22 Monroe Street

Date Prepared: July 16, 2025

Report To: Regular Meeting of Council

Councillor and Role: Councillor Ophelia Ravencroft

Ward: Ward 2

Decision/Direction Required:

Recommendation that Council approve the sale of City land adjacent to 22 Monroe Street, as outlined in blue on the attached diagram.

Discussion – Background and Current Status:

The owner of 22 Monroe Street has approached the City requesting to purchase the parcel of land adjacent to her property that she has been using for parking for a number of years. This parcel is located within the former Trunk Lane Road reservation. The City closed Trunk Lane in 2004 and, agreed to lease this portion to the then owner of 22 Monroe Street. That lease was never finalized. A copy of that Council Directive is attached for your review. The request to purchase was circulated to the required City staff with no objections noted. Staff did note the following:

- 1) The adjacent “stub” is used for a turnaround for public works and that no additional land would be sold.
- 2) Pedestrian access is to be maintained. This access is not over the requested property
- 3) A Driveway would not be approved off the stub area, only parking access would be from Monroe Street.

The purchase price has been established at \$20.00 per square foot plus HST and administrative fees. This property is not currently assessed or zoned as it is a former road. However, all surrounding properties are RD, and we have valued this property with that zoning. The purchaser will complete a survey of the area which is approximately 598 square feet, resulting in a purchase price of approximately \$11,960.00 plus HST. The property owner will also be required to consolidate this land with her existing property.

Key Considerations/Implications:

1. Budget/Financial Implications: City to receive approximately \$11,960.00 for the land plus the administrative fees.
2. Partners or Other Stakeholders: The owner of 22 Monroe Street.
3. Is this a New Plan or Strategy: No

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If yes, are there recommendations or actions that require progress reporting?

If yes, how will progress be reported? (e.g.: through the strategic plan, through Cascade, annual update to Council, etc.)

4. Alignment with Strategic Directions:

An Effective City: Ensure accountability and good governance through transparent and open decision making.

A Sustainable City: Be financially responsible and accountable.

5. Alignment with Adopted Plans: An Effective City

6. Accessibility and Inclusion: N/A

7. Legal or Policy Implications: A Deed of Conveyance will be prepared.

8. Privacy Implications: N/A

9. Engagement and Communications Considerations: N/A

10. Human Resource Implications: N/A

11. Procurement Implications: N/A

12. Information Technology Implications: N/A

13. Other Implications: N/A

Recommendation:

That Council approve the sale of City land adjacent to 22 Monroe Street, as outlined in blue on the attached diagram.

Prepared by: Andrew G. M. Woodland, Legal Counsel
Approved by: Cheryl Mullett, City Solicitor

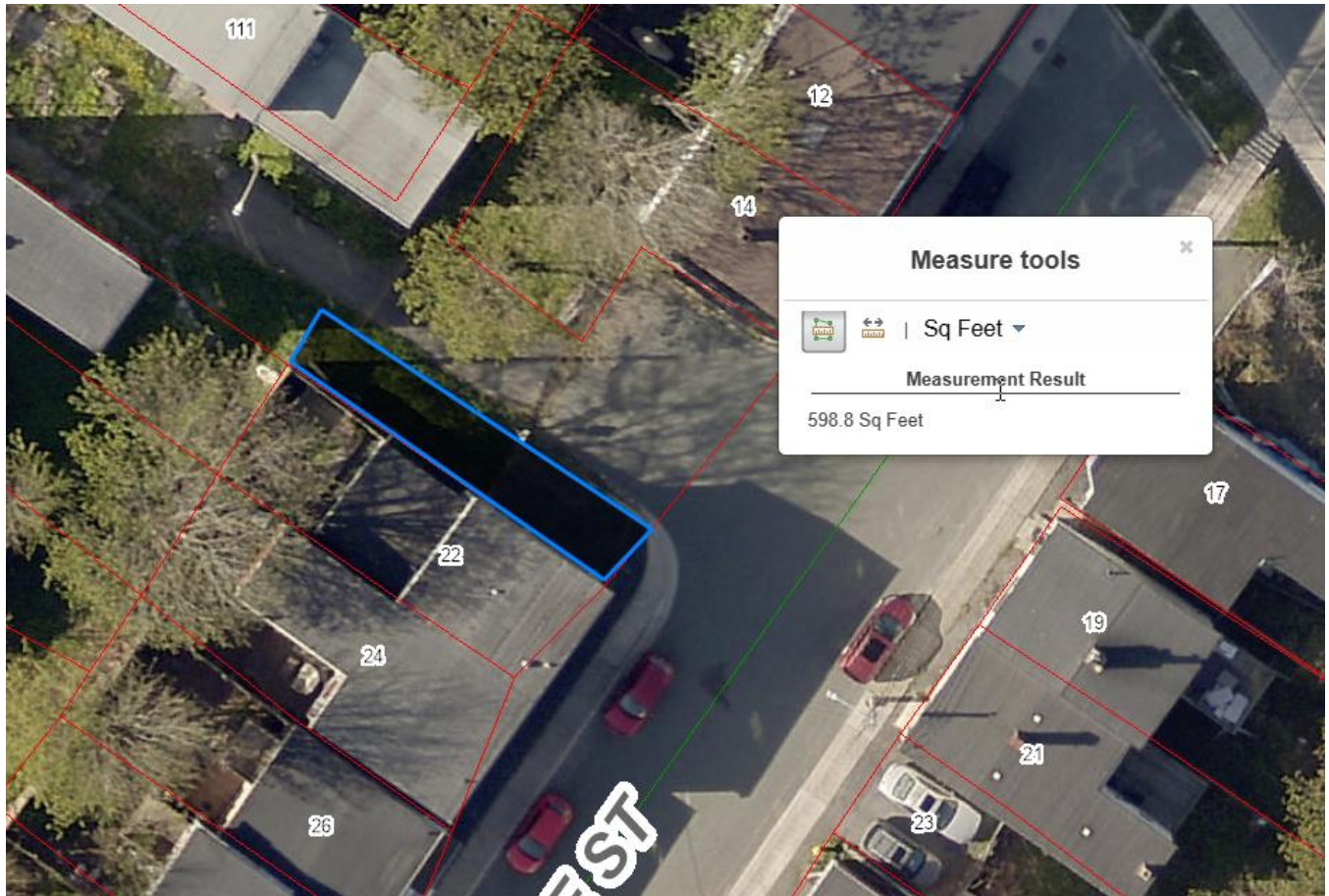
<p style="text-align: center;">COUNCIL DIRECTIVE REGULAR MEETING Date: 2004/02/02 CD#: R2004-02-02/24</p>

To: Paul Mackey
Position: Director of Public Works & Parks
RE: Public Hearing Report - January 27, 2004
Disposition of Trunk Lane

DECISION: Council agreed (a) to lease a portion of Trunk Lane to Mr. Chris Driedzic and that the portion be on the lane side of 111 Cabot Street for the purpose of accommodating a vegetable garden and off-street parking; (b) to lease a portion of Trunk Lane to Mr. Roy Bailey of 22 Monroe Street for the purpose of off-street parking; (c) that the land adjacent to #14 Monroe Street be maintained as a vehicle turn-around and not be sold or leased; and (d) that a pedestrian walk-way be maintained between Cabot Street and Monroe Street and be brought up to code specifications.

Action: As required.
Date: 2004/02/03
Signed by: Neil Martin , Associate Commissioner/Director of Corporate Services & City Clerk
Area: Trunk Lane
Ward: 2
Typist Initials: mem
Directive Status: Closed

Status**Comments:****Closed By:****cc Department Heads:** James Clarke/Manager, Streets & Parks Public Works & Parks**cc Standing Committees/Recording Secretaries:****cc Committees of Council/Recording Secretaries:****cc Additional Persons:** Garreth Griffiths, Real Estate Services**Response Required:** NO**Response deadline:****Response** Yes**Received:****Attachments:**



Report Approval Details

Document Title:	Sale of City land adjacent to 22 Monroe Street.docx
Attachments:	
Final Approval Date:	Jul 16, 2025

This report and all of its attachments were approved and signed as outlined below:

Cheryl Mullett - Jul 16, 2025 - 2:57 PM