



**City of Kingston  
Report to Council  
Report Number 26-138**

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**To:** Mayor and Members of Council  
**From:** Paige Agnew, Commissioner, Growth & Development Services  
**Resource Staff:** Brandon Forrest, Director, Business, Real Estate & Environment  
**Date of Meeting:** June 16, 2026  
**Subject:** Algonquin & Lakeshore Catholic District School Board Surplus Sites

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**Council Strategic Plan Alignment:**

Theme: Corporate business

Goal: See above

**Executive Summary:**

Algonquin & Lakeshore Catholic District School Board (ALCDSB) previously informed the City that two former school properties, St. Peter Catholic School and St. Patrick Catholic School (the Properties), have been declared surplus by the School Board. City staff have negotiated Agreements of Purchase and Sale (APS) with the ALCDSB for these Properties, with the intent to seek institutional users for each property.

Staff have received input from multiple user groups that would be interested in the Properties, and it has become clear that to attract a wider variety of Institutional Users, consideration should be given to securing a site and allowing for either a long-term lease or a lease to own arrangement with the successful Institutional User. Staff are therefore recommending a different partnership approach to each Property.

For St. Patrick Catholic School, the City intends to undertake an Expression of Interest (EOI) process to seek an interested Institution who would like to acquire this property for the agreed

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upon Purchase Price (FMV). The agreed FMV of this property is \$2,243,000. The EOI process will be initiated immediately after entering into the APS for this property. While the EOI will prioritize services that support City operating and strategic priorities, the intent is that the process will be open, fair, and transparent. This process will be conducted and evaluated by City staff. Staff will report back to Council in open session with the results of the EOI process.

For St. Peter Catholic School, the staff will complete due diligence on the Property, with the intent to proceed towards acquisition of this property by the City, to find a user to lease or lease to own the Property. Staff will return to Council with details on the due diligence and to outline the proposed process to seek an Institutional User group to enter into a long-term lease or lease to own arrangement.

**Recommendation:**

**That** Council approve the purchase of 158 Patrick Street from the Algonquin & Lakeshore Catholic District School Board (ALCDSB), subject to the condition of the City securing an Institutional User through an Expression of Interest process, and authorize the Director, Business, Real Estate & Environment to execute any documents requisite to the waiver/fulfillment of conditions contained in the Agreement of Purchase and Sale; and

**That** Council approve the disposition of 158 Patrick Street to an Institutional User as identified through an Expression of Interest process conducted by the City and to be reported back to Council following the completion of the Expression of Interest process, subject to the Institutional User(s) being willing to pay fair market value for the subject property; and

**That** Council waive the requirement to declare the property surplus for municipal use, per the City's Real Property Acquisition and Disposition Policy and Procedure, for the acquisition and disposition of the 158 Patrick Street property given that the property is not being acquired for municipal purposes; and

**That** Council approve a capital budget amendment of \$2,243,000 to be funded from the disposition of the property, for the amount related to the purchase price for 158 Patrick Street; and

**That** Council approve a capital budget amendment of \$55,000 to be funded from the Municipal Capital Reserve Fund, for amounts related to the closing costs for 158 Patrick Street.

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**Authorizing Signatures:**

ORIGINAL SIGNED BY COMMISSIONER

Paige Agnew, Commissioner,  
Growth & Development Services

ORIGINAL SIGNED BY CHIEF

ADMINISTRATIVE OFFICER

Lanie Hurdle, Chief  
Administrative Officer

**Consultation with the following Members of the Corporate Management Team:**

Jennifer Campbell, Commissioner, Community Services	Not required
Neil Carbone, Commissioner, Corporate & Emergency Services	Not required
David Fell, President & CEO, Utilities Kingston	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	
Jenna Morley, City Solicitor	
Ian Semple, Commissioner, Transportation & Infrastructure Services	Not required

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**Options/Discussion:**

Algonquin & Lakeshore Catholic District School Board (ALCDSB) informed the City that two former school properties, St. Peter Catholic School and St. Patrick Catholic School (the Properties), have been declared surplus by the School Board.

City staff have negotiated Agreements of Purchase and Sale (APS) with the ALCDSB for these Properties, with the intent to seek Institutional Users for each property. In both cases, the ALCDSB would require the Properties to transfer to the City. The purchase price for each property is to be based on Fair Market Value (FMV), as is required by the ALCDSB disposition process. The Agreements are to include a conditional period of 90-120 days. If during the conditional period, the City does not waive its conditions, then the agreement(s) would be at an end, and it is the City's understanding that the Properties would then be offered for sale for on the open market. Staff note that if this occurs there is a potential opportunity that the lands could be acquired for more intensive development purposes, rather than by an institution.

To balance the approach to ensuring that the Properties remain available for Institutional Users, staff are recommending that the City proceed with two different approaches to the Properties, as follows:

**St. Peter Catholic School:** It is recommended that the City complete the acquisition of the St. Peter Catholic School property, with the intent that it would remain in municipal ownership. The City would conduct normal due diligence and return to Council with a recommendation on acquisition, including details on a public process that would follow to seek an Institutional User to enter into a lease (or potentially a lease-to-own) agreement with the City for this property. It has been identified that there may be public benefit in the City acquiring the St. Peter School location to ensure that it may remain institutional. This property is in a reasonable condition to be utilised in the near-term. Additionally, with the adjacency to the City-owned Ronald Lavallee Memorial Kiwanis Park, there would be benefit to the City to having some ownership and control of the school property to ensure future parkland growth options can be maintained, though they are not proposed at this time.

**St. Patrick Catholic School:** It is recommended that the City enter into the APS for the former St. Patrick Catholic School property, with a Purchase Price of \$2,243,000 (FMV) expected, with an EOI process to be initiated immediately to seek an interested Institutional User who is willing to pay the City the FMV for the property. If successful, the City would acquire the property with ownership of the property to transact to the Institutional User as quickly as possible after the City obtains ownership. The EOI process, which would be open to all institutions who may seek to acquire property for their institutional use. The EOI would require the institution to indicate their willingness and ability to pay the Purchase Price (FMV) for the property. It is, however, unknown how successful this EOI process may be, given the requirement to pay FMV for the Property, which is a cost that may be unmanageable for many institutional, not-for-profit groups.

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**St. Patrick Catholic School EOI Process & Next Steps**

The EOI process for the St. Patrick property will be initiated immediately after entering into the APS for this property. While the EOI will prioritize services that support City operating and strategic priorities, the intent is that the process will be open, fair, and transparent. This process will be conducted and evaluated by City staff.

The analysis of the EOI would be based mainly on criteria which includes the price offered for the property, a guarantee the use would remain institutional, and financial proof of the ability to complete the transaction. The intent of this process is that the Institutional User would pay FMV of \$2,243,000 for the property, as is the agreed upon purchase price for the property as negotiated with ALCDSB.

Staff will report back to Council in open session with the results of the EOI process.

Should the City find an Institutional User for the St. Patrick property through this process, the City would then become the owner of the subject property(s) for a short period of time. While this is manageable, it does complicate the process as the City would then need to follow municipal processes for the disposition. As this is a unique situation, staff are requesting that Council direct staff to follow the process as described in this report, and to be permitted to deviate from the standard municipal policy. Namely, this would allow expediency of the process by not requiring staff to bring a by-law to declare the land(s) surplus to municipal need. As the lands are not being acquired for municipal need, it would be redundant to declare them surplus. Furthermore, as the lands are otherwise expected to be sold for FMV, there would be minimal deviation from the City's standard process otherwise.

**Financial Considerations**

For the St. Peter Catholic School property, the purchase price is anticipated to be \$1,920,000, with closing costs totalling approx. \$40,000 for an upset budget of \$1,960,000 for the acquisition. Additional information regarding operating costs and potential upfront capital would be brought back to Council including a budget amendment recommendation in subsequent reporting, along with details of what a lease or lease-to-own arrangement could look like.

For the St. Patrick Catholic School with a FMV expected of \$2,243,000 the City would be required to pay closing costs, which would include land transfer tax, totalling an upset limit of \$55,000. It is unknown what the anticipated monthly operating costs may be for this property, and this information will be identified during the conditional period. While it is anticipated that the St Patrick Catholic School would be in the City ownership for a very limited amount of time, it is possible that these costs would need to be incurred by the city until the property is transferred to the Institutional User. An estimate for these costs will be included in a recommended budget amendment and brought back to Council with the results of the EOI process.

This report is recommending that the purchase of the St. Patrick Catholic School Property be funded from the disposition of the property.

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**Contacts:**

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**Other City of Kingston Staff Consulted:**

Lana Foulds, Director, Financial Services

**Exhibits Attached:**

None