

REPORT TO COUNTY COUNCIL

Declaration of Surplus Land: 135 Main Street, Norwich

To: Warden and Members of County Council

From: Director of Public Works

RECOMMENDATION

1. That, in accordance with the Disposal of Land Policy 6.15, County Council enact a by-law at the May 22, 2024 Council meeting to declare property legally described as Part of Lot 10 Concession 5 North Norwich Parts 1 & 3 41R2366; T/W & S/T 268637; Norwich, as described in Report PW 2024-22, as surplus lands.

REPORT HIGHLIGHTS

- A public meeting is being held at the May 22, 2024 County Council meeting to discuss the enactment of a by-law regarding Property Index Number (PIN) 00060-0021, located within 135 Main Street in Norwich, to declare the property as surplus.
- The subject property is not required for current or future County operational purposes and has value only to the adjacent landowner.
- This property has no value outside of the adjacent landowner, and declaring the property as surplus will allow for the disposal of unnecessary liability.

IMPLEMENTATION POINTS

Following the by-law enactment, staff will proceed with the land disposal in accordance with the Oxford County Disposal of Land Policy 6.15.

Financial Impact

All costs associated with the requirements to declare this County land as surplus will be funded from the Facilities land sales account. While these costs were not anticipated in the 2024 budget, they are expected to be minor and funded through either savings within the 2024 budget or cost recovery from the prospective buyer. Upon disposal of the property, there will be minor annual savings related to avoided property taxes and insurance.

Communications

A public meeting is to be held at the May 22, 2024 County Council Meeting for public consultation regarding the enactment of a by-law for the declaration of surplus lands. This public meeting has been advertised via public notice (Attachment 1) in accordance with the Public Notice Policy 6.13 and the Disposal of Land Policy 6.15, and has been posted to the [Public Notices section](#) of the Oxford County website.




All public comments will be considered and reviewed prior to the enactment of the by-law and promptly addressed by Public Works staff for stakeholder resolution. All resolutions will be communicated to stakeholders and the general public as required, in the most suitable means including, but not limited to, direct notice or the County website.

If Council approves this declaration of surplus land, a follow up report will be presented to Council to authorize the land transfer.

2023-2026 STRATEGIC PLAN

Oxford County Council approved the [2023-2026 Strategic Plan](#) on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council’s vision of “Working together for a healthy, vibrant, and sustainable future.” These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendation in this report supports the following Strategic Plan pillars and goals:

		
Promoting community vitality	Enhancing environmental sustainability	Fostering progressive government
		<p>Goal 3.1 – Continuous improvement and results-driven solutions</p> <p>Goal 3.4 – Financial sustainability</p>

See: [Oxford County 2023-2026 Strategic Plan](#)

DISCUSSION

Background

The property located at 135 Main Street in Norwich, owned by a third party, contains a small land parcel within it which is owned by Oxford County, with PIN 00060-0021 (Attachment 2). The property is approximately 50'x48' and contained the former municipal Well 3 supply that was previously part of the County water system.

This municipal well was decommissioned by the County in 2006 and capped with a bentonite plug as the asset was no longer required. Due to the nature of the site, the well building structure remained in place after well decommissioning since it was attached to the main property owners' building.

Comments

In 2024, County staff were contacted by a party who was interested in purchasing 135 Main Street, and was inquiring as to the ability to purchase this small parcel of land within the property.

The interested party is looking to remove the existing building structure in an effort to redevelop the site and wanted to understand the potential barriers this small parcel could present. Through internal discussions, it has been confirmed that this property no longer serves an operational need and can be declared surplus and disposed of.

The interested party has since proceeded with submitting an offer on the property with a condition of being able to purchase the County parcel. By disposing of this property, the County will eliminate any ongoing maintenance expenses as well as unnecessary liability associated with these assets.

CONCLUSIONS

It is County staff's recommendation to declare this property surplus in order to proceed with the transfer of ownership to the adjacent property owner and complete the property disposal. This property no longer serves an operational purpose for the County, and disposing of it will mitigate the County's liability exposure.

SIGNATURES

Report author:

Original signed by

Mike Amy, FMP, SFP
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Departmental approval:

Original signed by

David Simpson, P.Eng., PMP
Director of Public Works

Approved for submission:

Original signed by

Benjamin R. Addley
Chief Administrative Officer

ATTACHMENTS

Attachment 1 – Public Notice, Declaration of Surplus Property, PIN 00060-0021, May 6, 2024
Attachment 2 – Property Map, 135 Main St, Norwich, PIN 00060-0021