

To: David Creery, Chief Administrative Officer
From: Brad Hammond, Development Officer
Re: Proposed Transfer of Lands Located on Admiral Street to The County of Oxford

AIM

To seek Council's approval to transfer a section of Admiral Street and adjoining lands, associated with the Woodstock Wastewater Treatment Plant, to the County of Oxford.

BACKGROUND

Recently it has been discovered that there are three small parcels of City-owned land located on the south side of Admiral Street that should have been transferred to the County of Oxford several years ago. The lands include the most westerly section of Admiral Street as well as an area containing a sewage pump station.

It is believed that the error occurred a number of years ago when the City first transferred the Woodstock Wastewater Treatment Plant into County ownership. Now that the situation is known the County of Oxford has requested that the City agree to remedy this oversight.

In addition, the County has requested that the City transfer a section of Admiral Street, west of Tecumseh Street, to County ownership. For all intents and purposes this section of Admiral Street is not used by the public and has historically functioned as a lane to the Woodstock Wastewater Treatment Plant.

COMMENTS

The request from the County of Oxford to transfer the subject parcels of land into its ownership is both rational and reasonable. Staff are prepared to recommend City Council agree to the County's request and approve the transfer of land.

Once in County ownership the County may choose to close Admiral Street. However, at this point the City is being asked to transfer Admiral Street as an open road allowance. Because Admiral Street only benefits the County of Oxford this transfer will have no negative effect on the public and no impact on City Public Works operations.

The subject lands on the south side of Admiral Street have not previously been declared surplus. Prior to transferring the lands, Council must first declare the lands surplus.

In discussions with the City Solicitor, it has been decided that the appropriate way for the City to transfer the lands to the County is through an Acknowledgement and Direction authorizing the transfer. As such, staff are requesting Council's approval for the Mayor and Clerk to sign the acknowledgement.

RECOMMENDATION

That Woodstock City Council declare surplus the section of Admiral Street located west of Tecumseh Street;

And further that Council authorize the Mayor and Clerk to sign an Acknowledgement and Direction to transfer the subject lands to the County and that the necessary by-law be read.

Authored by: Brad Hammond, Development Officer

Approved by: Len Magyar, Development Commissioner

Approved by: David Creery, Chief Administrative Officer

Schedule 1

