



**City of Kingston
Report to Council
Report Number 24-082**

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: March 5, 2024

Subject: Declare Surplus a Portion of City-owned Lands on Lappan's Lane

Council Strategic Plan Alignment:

Theme: Corporate business

Goal: See above

Executive Summary:

The Corporation of the City of Kingston is the registered owner of the lands described as Part Lot 22, Concession 3 Kingston, designated as Part 1 on Reference Plan 13R-17225; Kingston; The County of Frontenac. The subject property is located on the north side of Lappan's Lane across from Kingston Area Recycling Centre (KARC) and is currently used as the tree stump and large limb drop off area. Following a comprehensive review of the site, staff have determined the land is underutilized and that there is excess land for the current use.

In accordance with the City's Disposition of Real Property Policy, the purpose of this report is to obtain authorization to declare the property surplus to municipal need in order to facilitate the disposal of approximately 3.07 acres of the property to a third party and to relocate the wood storage area (stump and large limb drop off) on the City retained .92-acre portion of the lands (See Exhibit A). Details of the proposed third-party sale will be provided to Council in closed session at a later meeting.

March 5, 2024

Page 2 of 5

Recommendation:

That Council declare surplus to municipal need the property described as Part Lot 22, Concession 3 Kingston, being part of Part 1 on Reference Plan 13R-17225; Kingston; The County of Frontenac, located on the north side of Lappan's Lane, as depicted on the sketch attached as Exhibit A to Report Number 24-082.

March 5, 2024

Page 3 of 5

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 Services	Not required
David Fell, President & CEO, Utilities Kingston	Not required
Peter Huigenbos, Commissioner, Major Projects & Strategic Initiatives	Not required
Brad Joyce, Commissioner, Infrastructure, Transportation & Emergency Services	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	

March 5, 2024

Page 4 of 5

Options/Discussion:

The City is the owner of the property legally described as Part Lot 22, Concession 3 Kingston, designated as Part 1 on Reference Plan 13R-17225; Kingston; The County of Frontenac, which is located on the north side of Lappan's Lane across from Kingston Area Recycling Centre. The property is currently used as the tree stump and large limb drop off area. Following a comprehensive review of the site, staff determined the land is underutilized and that there is excess land for the current use.

The City's Real Property Disposition Policy states that prior to the disposal of any real property owned by the City, the property must be declared surplus by City Council. The purpose of this report is to obtain authorization to declare a portion of the Lappan's Lane property surplus to municipal need in order to facilitate the disposal of approximately 3.07 acres of the property to a third party and to relocate the wood storage area (stump and large limb drop off) on the City retained .92-acre portion of the lands (See Exhibit A). Details of the proposed third-party sale will be provided to Council in a future closed session Council meeting.

In accordance with the City's Real Property Disposition Policy, City staff have also provided the required public notice of the intent to declare the property surplus, have undertaken due diligence investigations as necessary to evaluate the costs, risks and benefits of the proposed disposition, and have obtained an appraisal of the property.

As indicated above, the purpose of this report is to declare the property surplus to municipal need. The future conveyance of the surplus lands to a third party remains subject to Council's approval.

Existing Policy/By-Law

The City's Disposition of Real Property Policy requires that prior to transferring any City-owned property, the property must first be declared surplus.

Notice Provisions

The City's Public Notice Policy requires that notice be published on the City's public notice webpage two weeks in advance of the proposed meeting date in which Council considers the declaration of said property as surplus. Notice was published on January 29, 2024, on the City's public notice webpage.

Financial Considerations

None

Contacts:

Steve Biro, Property Specialist, Business, Real Estate & Environment Services, 613-546-4291 extension 3169

March 5, 2024

Page **5** of **5**

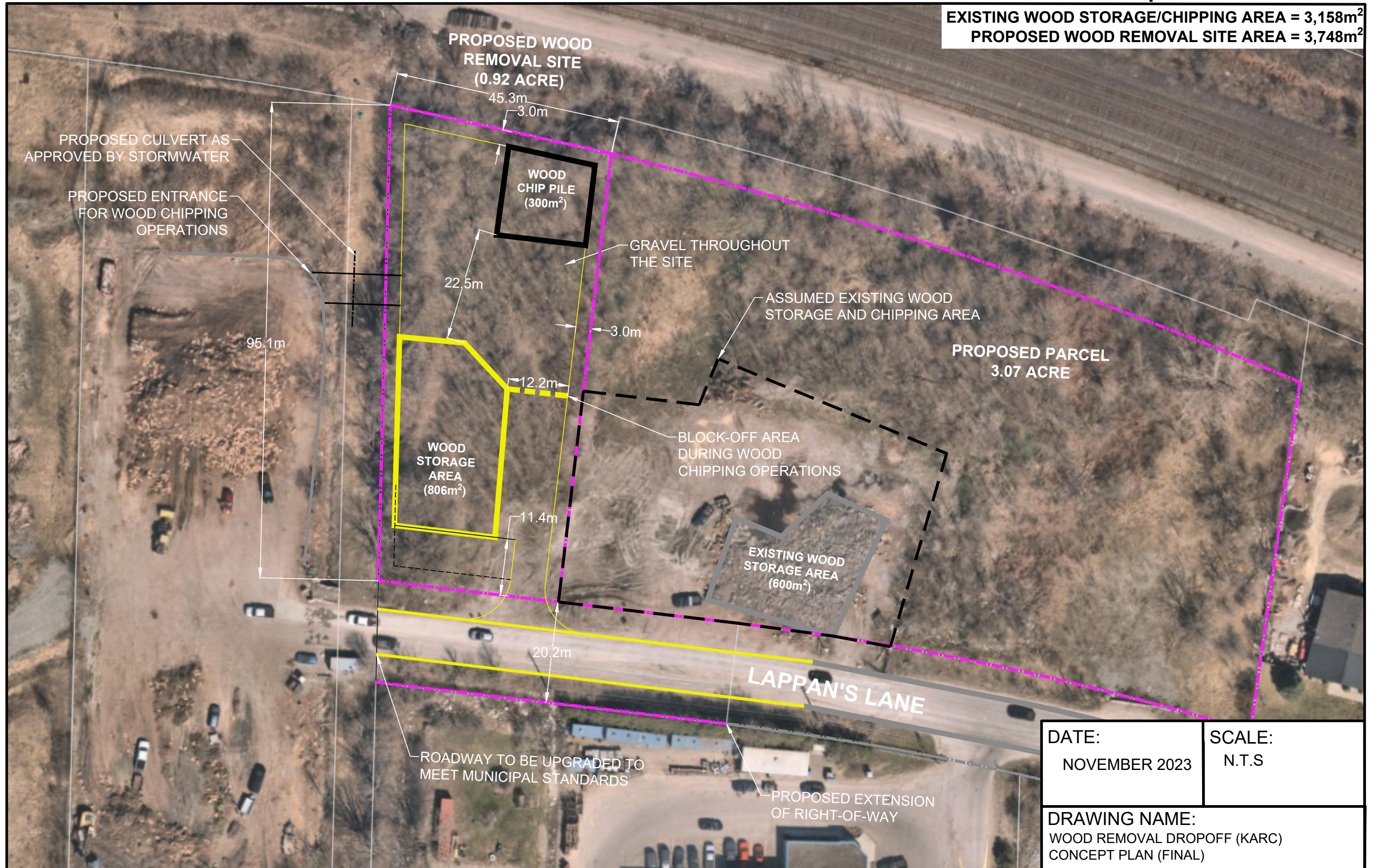
Other City of Kingston Staff Consulted:

Jenna Morley, Director, Legal Services and City Solicitor

Exhibits Attached:

Exhibit A Map of Property

EXISTING WOOD STORAGE/CHIPPING AREA = 3,158m²
PROPOSED WOOD REMOVAL SITE AREA = 3,748m²



DATE:
NOVEMBER 2023

SCALE:
N.T.S

DRAWING NAME:
WOOD REMOVAL DROPOFF (KARC)
CONCEPT PLAN (FINAL)