



**Subject: Offers to Purchase – Portions of Otter Lane**

**Report Number:** EDM 25-039

Department: Economic Development Department

Submitted by: Cephas Panschow, Development Commissioner

Meeting Type: Council Meeting

Meeting Date: Monday, December 8, 2025

**RECOMMENDATION**

- A. THAT report EDM 25-039 titled “Offers to Purchase – Portions of Otter Lane” be received; and,
- B. THAT by-laws be brought forward authorizing the Mayor and Clerk to enter into Agreements of Purchase and Sale and to execute any documents required to effect the sale and transfer of portions of Otter Lane as follows:
  - a. Diane Kleer and Walter Kleer for approximately 35 feet of the southerly Otter Lane frontage lands; and,
  - b. Cameron McKnight and Cynthia McKnight for approximately 5 feet of the northerly Otter Lane frontage lands;save and except for an easement registered in favour of the Town of Tillsonburg; and,
- C. THAT the Purchasers be responsible for the Town’s valuation, survey, legal costs payable in addition to the purchase price; and
- D. THAT the proceeds from the sale be transferred into the Town Hall Reserve.

**BACKGROUND**

Town Council passed the following resolution at their October 7, 2024 meeting:

- A. *THAT report titled EDM 25-033 Surplus Land Declaration – Otter Lane be received; and,*
- B. *THAT the Otter Lane, save and except for any easements required by public authorities, be declared surplus to the needs of the Town of Tillsonburg in accordance with Bylaw 2021-031 (land disposition) including notification to the public; and,*
- C. *THAT a bylaw closing Otter Lane as a public roadway be brought forward for Council’s consideration; and,*
- D. *THAT the Development Commissioner be authorized to negotiate an Agreement of Purchase and Sale for these lands subject to being brought back to Council for approval.*

Subsequent to this, the Development Commissioner has been negotiating with the two parties and is bringing forward matching offers to purchase for Council’s consideration.

**DISCUSSION**

The offers to purchase received are summarized as follows:

<b>Purchaser</b>	<b>Kleer</b>	<b>McKnight</b>
<b>Purchase Price</b>	\$12,687.50	\$1,812
<b>Irrevocable Date</b>	September 25, 2025	September 30, 2025
<b>Conditional Date</b>	10 days prior to closing	10 days prior to closing
<b>Closing Date</b>	14 days after any legal plan deposited or 21 days after Council approval	14 days after any legal plan deposited or 21 days after Council approval
<b>Purchaser Conditions (if any)</b>	That the other party purchases the remaining 5 foot width for their share of the land value	None

Based on there being no municipal need for these parcels and the offers to purchase received from the property owners, the Development Commissioner is recommending that the Town enter into an Agreement of Purchase and Sale with these property owners to enable them acquire these lands for addition to their respective properties.

**CONSULTATION**

The property has been declared surplus in accordance with the Town’s Land Disposition Bylaw (2021-031), which includes review by Town departments and public notification.

Notice of the potential surplus property has been provided in accordance with Bylaw 2021-031, and specifically, by:

- Posting a notice on the Town’s website (October 29, 2025); and,
- Posting a notice on the property (October 30, 2025).

**FINANCIAL IMPACT/FUNDING SOURCE**

The real estate Opinion of Value for Otter Lane valued these lands at \$14,500 or \$2.51 per square foot of salable land and the combined value has been submitted at the estimated value.

Should Council support this transaction, the Purchasers would be responsible for the Town's valuation, survey and legal costs in addition to the purchase price and any commissions payable.

The proceeds from the sale would be transferred into the Town Hall Reserve.

### **CORPORATE GOALS**

How does this report support the corporate goals identified in the Community Strategic Plan?

- Lifestyle and amenities
- Customer service, communication and engagement
- Business attraction, retention and expansion
- Community growth
- Connectivity and transportation
- Not Applicable

Does this report relate to a specific strategic direction or project identified in the Community Strategic Plan? Please indicate section number and/or any priority projects identified in the plan.

**Goal** – The Town of Tillsonburg will strive for excellence and accountability in government, providing effective and efficient services, information, and opportunities to shape municipal initiatives.

**Strategic Direction** – Not applicable

**Priority Project** – Not applicable

### **ATTACHMENTS**

1. Appendix A – Offer to Purchase – McKnight
2. Appendix B – Offer to Purchase – Kleer