



Subject: Revised Sale of Land Policy

To: Council

From: Office of the Chief Administrative Officer

Report Number: 2022-224

Meeting Date: November 8, 2022

Recommendation:

That Chief Administrative Office - Economic Development and Tourism Division Report 2022-224 be received for information;

That Council approve the revised Sale of Land Policy and By-law; and

That Council authorize the Mayor and Acting City Clerk to sign the By-law.

Purpose:

The purpose of this report is to seek Council approval for a revised Sale of Land Policy for the City of Port Colborne.

Background:

Staff report 2022-119, brought forward to the July 12th, 2022, Council meeting, introduced various vacant City-owned parcels that staff recommended be declared surplus. Before declaring any lands surplus, Council asked staff to review the City's Sale of Land Policy, By-law No. 6620/75/18, to ensure the policy was current and provided more options when considering the future sale and disposition of City real estate.

Discussion:

The *Municipal Act* requires that municipalities have specific policies including a Sale of Land Policy. The current Sale of Land Policy was adopted and approved by Council on October 9, 2018.

Staff have reviewed the City's existing policy as well as other policies from other municipalities to determine best practices and new approaches. The draft policy accompanying this report provides updated definitions, procedures, exemptions, and functions necessary to administer the policy effectively. Key proposed revisions include:

- updates regarding staff authority to declare lands surplus including delegating authority to the Manager of Strategic Initiatives and Chief Administrative Officer in certain circumstances based on land values;
- increased responsibility of staff from Economic Development and Tourism Services and Planning Services with regard to reviewing listings, making recommendations to declare lands surplus, sale and disposition, and reporting; and,
- updated methods of sale for the disposal of land.

The proposed revisions to the Sale of Land Policy are highlighted in Appendix A.

Internal Consultations:

The comments and revisions to this policy are provided by the Economic Development & Tourism Services, Clerk's Division and Planning Services staff which have been reviewed by the City Solicitor.

Financial Implications:

There are no financial implications associated with the recommendations in this report.

Public Engagement:

N/A

Strategic Plan Alignment:

The initiative contained within this report supports the following pillar of the strategic plan:

- Attracting Business Investment and Tourists to Port Colborne

- Value: Financial Management to Achieve Financial Sustainability
 - Governance: Communications, Engagement, and Decision-Making
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Conclusion:

Council directed staff to review and update the City's Sale of Land Policy. The Municipal Act requires a municipality to adopt a policy with respect to the sale of land. Staff have reviewed the current policy and proposed revisions that would allow Council and staff to pursue a more strategic approach regarding future sales of City-owned land. The updated policy will also increase collaboration between Economic Development & Tourism Services and Planning Services.

Appendices:

- a. Revised Sale of Surplus Land Policy

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Respectfully submitted,

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Report Approval:

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final review and approval by the Chief Administrative Officer.