

September 5, 2017

Report To: Mayor and Council

From: Doug Brown, CAO

SUBJECT: Amendment to Policy # 6.2 – Sale of Town lands

As a result of receiving a request from a local developer to purchase Town owned property in the Industrial Park, several members of Council and administration felt that a more definitive policy should be adopted respecting the processes for presenting requests for sales of town owned land to Council.

Administration is recommending that certain revisions to the existing Policy # 6.2 – Sale of Town Lands be adopted to reflect current practices and to provide more clarity going forward. Please find attached draft revisions of the proposed amendments to the policy for your review.

Back in November of 2015, the process of administering the sale of town owned lands or properties was transferred from the Municipal Planner position to the Clerk position. This realignment of duties was necessary in order to combine the f/t CBO position and the f/t Municipal Planner position into one position.

In this regard, the responsibility for reporting the marketing and the evaluation of the economic benefits respecting any sales of industrial park properties to Council will be assumed by the Rainy River Future Development Corporation (RRFDC). New members of administration were unaware of the role carried out by RRFDC in this matter. Please refer to the attached memo dated July 28, 2010 from Tannis Drysdale, RRFDC). These practices are reflected in the proposed amended policy.

The Administration and Finance Executive Committee recommends the following

- 1) THAT certain revisions to Policy 6.2 – Sale of Town lands be forwarded to Council for approval.
- 2) THAT the Economic Development Advisory Committee be tasked with reviewing and make recommendations to Council in regards to the existing Industrial Park Marketing Strategy and the Property Value Revitalization Program.

Respectfully submitted,

A handwritten signature in cursive script that reads "Doug Brown".

Doug Brown, CAO

Council approval of this report will agree with the following recommendations from the Administration and Finance Executive Committee:

- 1) Policy 6.2 – Sale of Town lands – that attached revisions to the policy be approved.
- 2) That the Economic Development Advisory Committee be tasked with reviewing and make recommendations to Council in regards to the existing Industrial Park Marketing Strategy and the Property Value Revitalization Program.