



TOWN OF LEADER

SALE OF MUNICIPALLY OWNED LAND

PURPOSE

The purpose of this Policy is to formalize the process for the disposition of Municipal owned lands. The Town will dispose of available land in an open and transparent process to ensure that the consideration for such sale is fair, reasonable and in the best interest of the Town.

POLICY

1. The Town will not sell a property unless it is determined that the property is no longer required for use by the Municipality and that there is a need for the financial benefits to be gained, or there are job creation/economic development benefits to be gained. Council may only make the following exceptions to this section:
 - a) The sale of a 25' lot to an adjacent property owner;
 - b) The sale of a property to a non-profit organization which is carrying on an activity that is beneficial to the Town. In this instance, Council may decide to sell the property at fair market value, or for less than fair market value. If the consideration is for less than FMV, then the resolution for such a sale must be passed by a two-thirds majority vote of Council.
2. The minimum selling price for vacant lots in which no improvements are placed are:
 - a) **Lots Over 50' Frontage** - \$120.00 per frontage foot
 - b) **Lots Equal to 50' Frontage** - \$100.00 per frontage foot
 - c) **Lots Less Than 50' Frontage** - \$75.00 per frontage foot
3. The list for lots for sale and accompanying map shall be updated annually and can be found in Schedule "A" and Schedule "B", which forms part of the Sale of Municipal Land Policy.

PROCEDURE

1. All inquires made with regards to the purchase of municipally owned property shall be directed to the Chief Administrative Officer.
2. The CAO shall prepare a report for Council which will include the Land Purchase Application Form (Schedule "C") completed by the prospective purchaser.
3. The CAO shall include in the report information on the subject land(s) that includes the following:



- a) A brief description of the subject land(s) including the location, minimum sale price, zoning and any other relevant information;
 - b) Information regarding whether there is a financial need for the funds that the sale of the property will generate;
 - c) Copy of relevant zoning guidelines and development permit guidelines, if applicable.
4. Council will determine how they wish to proceed based on the terms of the offer. The applicant shall be notified once Council has considered the terms of the offer.
 5. An opportunity may be afforded the applicant make a presentation as a delegate at a General Government Committee Meeting or a Regularly Scheduled Council Meeting regarding their interest in the municipal lands.
 6. Shall Council agree with the price, the CAO may be directed to proceed with the sale process.
 7. A notice will be placed on the Town Website for two consecutive weeks advising of the intended sale of the property. Public Notice is **not** required for the sale of land listed on Schedule “A” and “B” of this policy.
 8. During the two weeks advertising period, residents will be provided an opportunity to appeal the sale of land. Appeals must be in writing and identify the reason for the appeal. The appeal will be heard by the CAO.
 9. The successful purchaser must satisfy themselves as to any additional geotechnical or environmental investigative works that may be required. The Municipality will grant access to the site to conduct these investigations and any and all cost shall be the responsibility of the purchaser.
 10. The CAO, shall complete the sale agreement process upon satisfaction of matter related to conditions.
 11. The purchaser shall bear all costs associated with the registration of the title transfer.

POLICIES REPLACED

This Policy replaces and supersedes any prior policy including, but not limited to:

- 011/21 Town of Leader Lots for Sale Price <50' Frontage
- 420/82 Cost of Title Registration – Purchase of Town Property



LIST OF TOWN LOTS FOR SALE

Schedule "A"

| | ADDRESS | FRONTAGE | PRICE |
|--------------|---------------------------------------------|----------------|--------------------|
| 1 | 337 - 8th Street West | 30' | \$2,250 |
| 2 | 335 - 8 th Street West | 100' | \$12,000 |
| 3 | 327 - 8 th Street West | 88' | \$10,560 |
| 4 | 306 - 7th Street West | 75' | \$9,000 |
| 5 | 610 - 1st Avenue West | 85' | \$10,200 |
| 6 | 610 - 1st Avenue West | 85' | \$10,200 |
| 7 | 320 - 4th Street West | 90' | \$10,800 |
| 8 | 301 - 4th Street West | 130' | \$15,600 |
| 9 | 103 - 2nd Street West | 25' | Sell with #10 |
| 10 | 107 - 2nd Street West | 50' | \$9,000 |
| 11 | 108 - 1st Street West | 75' | \$9,000 |
| 12 | 136 - 1st Street West | 50' | \$5,000 |
| 13 | 327 - 1st Street West | 80' | \$9,600 |
| 14 | 336 - 1st Street West | 80' | \$9,600 |
| 15 | 426 Main Street West | 50' | \$5,000 |
| 16 | 326 - 1st Street East | 50' | \$5,000 |
| 17 | 153 - 1st Street East | 50' | \$5,000 |
| 18 | 135 - 1st Street East | 50' | \$5,000 |
| 19 | 121 - 1st Street East | 50' | \$5,000 |
| 20 | 108 - 2nd Street East | 50' | \$5,000 |
| 21 | 116 - 2nd Street East | 50' | \$5,000 |
| 22 | 122 - 2nd Street East | 50' | \$5,000 |
| 23 | 126 - 2nd Street East | 50' | \$5,000 |
| 24 | 134 - 2nd Street East | 50' | \$5,000 |
| 25 | 136 - 2nd Street East | 50' | \$5,000 |
| 26 | 126 - 3rd Street East | 50' | \$5,000 |
| 27 | 106 - 3rd Street East | 50' | \$5,000 |
| 28 | 100 - 3rd Street East | 40' | \$3,000 |

MAP OF TOWN LOTS FOR SALE

Schedule "B"





LAND PURCHASE APPLICATION

Office Documents (O:)/Forms/Land Purchas Application

Schedule "C"



Town of Leader - Office of the Administrator
 151 – 1st Street West, Leader, SK., S0N 1H0
 Telephone: (306) 628-3868 Fax: (306)628-4337
 Email: town.leader@sasktel.net |

| OFFICE USE ONLY |
|-----------------|
| File No: |
| Date: |
| Received by: |

LAND PURCHASE APPLICATION

Please complete this form if you are interested in purchasing land from the Town of Leader. The information you provide is not an offer of a contract and does not constitute an interest in land. The purpose of this form is to provide information to the Town regarding a desire to purchase property. The completion of the form in no way obligates the applicant to purchase the property in question and is not in any way binding upon the Town of Leader. It is for information purposes only. The Council of the Town of Leader will review the form and contact you to confirm whether or not the Town will consider your application for negotiation. The Town of Leader reserves the right to negotiate with only those parties it determines, in its sole discretion. The Town has the ability to reject any offer for any reason prior to acceptance or approval.

| Contact Information: | |
|---------------------------------|--------------------|
| Name: | |
| Address: | |
| Town: | Province: |
| Email: | Home Phone: |
| GST Registration #: | Cell phone: |
| Name to appear on Title: | |

| Property Requested: | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| Legal Address: | |
| Civic Address: | |
| Description of Land Use: <i>please include details such as land use plan, improvements to be added, construction dates, zoning requirements, etc.</i> | |
| Additional Terms & Conditions: | |
| Purchase Price Offered: | Signature: |
| Date: | |

The property is sold "as is". No warranties or guarantees apply. All sales are subject to administrative approval. The Town reserves the right not to enter into a sales agreement.

Completed Forms are to be submitted to the Town Office in person, mail, or email.



REVISION HISTORY

- 05/23 add the text to Procedures, clause 7, “Public Notice is **not** required for the sale of land listed on Schedule “A” and “B” of this policy.”
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