

	<h1>Town of Vegreville Policy</h1>
Policy No.: Policy Title: Approval Date: Department:	GOV-1002 Sale of Town Owned Land June 12, 2023 Corporate Services
Revisions:	March 13, 2017 May 8, 2018

Policy Statement:

The Town of Vegreville requires a policy to formalize a process for the disposition of Town owned lands.

1.0 Reason for Policy

The purpose of the Sale of Town Owned Land Policy is to administer a fair and consistent formal process in the disposition of Town owned land and doing so fulfilling its legislative mandate through meeting legal and statutory requirements for the disposition of Municipal lands.

2.0 Related Information

- 2.1** The disposal of Municipal lands will be considered in the context of the overall policies of the Town.
- 2.2** The sale of the land may be initiated by either the Town or by an individual, company or organization that is interested in acquiring the land.
- 2.3** All matters related to the disposal of Town land shall meet the following requirements of the Municipal Government Act:

Municipal Government Act, Part 3, Division 8 – Limits of Municipal Powers, Disposal of Lands – Section 70
- 2.4** All sales of Town owned land will follow the procedures set out in GOV-1002 Sale of Town Owned Land Procedure.

3.0 Definitions

- 3.1 Appraisal** means an official valuation of property by an authorized person.
- 3.2 Deposit** means 10% of the purchase price or other amount as deemed by Council.
- 3.3 Public Tender Process** means the process whereby Town lands are offered for sale to the public where bids are submitted.
- 3.4 Realtor** means a real estate agent or agency that is licensed to do business in the Town.

3.5 Reserve Bid means the lowest price the Town will accept for the sale of Town Owned Land.

3.6 Town Owned Land includes all properties whether vacant land or land containing buildings, and/or improvements, that are titled to the Town of Vegreville

4.0 Responsibilities

4.1 Town Council to:

4.1.1 Approve by resolution this policy and any amendments.

4.1.2 Consider the allocation of resources for successful implementation of this policy in the annual budget process.

4.2 Chief Administrative Officer to:

4.2.1 Implement this policy and approve procedures.

4.2.2 Ensure policy and procedure reviews occur and verify the implementation of policies and procedures.

4.3 Director/Manager of the Department to:

4.3.1 Ensure implementation of this policy and procedure.

4.3.2 Ensure that this policy and procedure is reviewed every three years.

4.3.3 Make recommendations to the Chief Administrative Officer of necessary policy or procedure amendments.

4.3.4 Understand, and adhere to this policy and procedure.

4.3.5 Ensure employees are aware of this policy and procedure.

4.4 All Employees to:

4.4.1 Understand and adhere to this policy and procedure.

5.0 End of Policy



Mayor Tim MacPhee



Christopher Leggett, CAO