

Council Policy



Land Management Framework

Policy Number: CP112/2021
Approval Date: April 13, 2021
Supersedes Policy: N/A

SECTION A

1.0 Policy Purpose

The Land Management Framework will formalize Administration's procedures to plan, manage, and utilize, Town-owned land assets to be available for strategic uses, including future benefits, revenue, and/or encouraging new development to the highest and best use for Morinville.

This framework, and the decisions that follow, must consider the Town's future economic, social, and environmental needs. The benefits of activating Town-owned land need to be strategically aligned with the long-term vision for Morinville.

2.0 Land Management Framework

Council and Administration are held accountable to residents for decisions regarding all publicly owned land assets. Lack of process, policies, pre-determined criteria, and communication can lead to inconsistent decisions and directions, subject to criticism and set precedents for future decisions.

The Morinville Land Management Framework is intended to bring consistency and efficiency to decision making and provide greater transparency related to land acquisition, usage, and disposition of Town-owned lands. It will also provide clarity and transparency for Council, Administration, and the public to understand how decisions are made relating to Town-owned lands.

Considerations for: legal, development potential, financial feasibility, and maximum value would additionally be given to assess the lands and ensure the highest and best use. The framework provides policies that direct specific actions regarding the use,



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disposition, acquisition, and marketing of Town-owned land in a responsible, thoughtful, transparent, and strategic manner. It will foster increased collaboration between Town departments, ensuring that the Town can efficiently respond to emerging needs and changing conditions.

3.0 Alignment with Morinville Policies

When determining the land potential, and visions of leveraging town-owned land for strategic outcomes, the Land Management Hierarchy should be referred to. Land needs shall consider Provincial legislation and then guided by the: Town's Municipal Development Plan, Council's Strategic Plans, budget planning, statutory plans, land use bylaw, and other Town land use plans and policies. The Town will be open to options and partnerships that benefit Morinville.

The Framework

4.0 Framework Objectives

A land request includes any purchase, sale, and use of Town-owned lands. When reviewing a land request, the framework will address the following objectives:

- Town's future land needs (expansion, building replacements, office relocation, Town service enhancements)
- How we leverage Town owned lands for maximum value for Morinville residents
- How we market Town owned lands for sale for maximum revenue
- How we use potential land revenue
- Strategies on how we: acquire, dispose or use Town lands

5.0 Types of Town-owned Land

Total (2020) land assets owned by the Town of Morinville are nearly 162 hectares. These lands include parks and open space, culture, and recreation facilities, public utility lots, and vacant undeveloped lands located in and outside the Town's municipal boundaries.

- **Reserves:** (parks, open space) are developer donated lands based on 10 percent of the net developable area that has been subdivided. These lands are usually used as parks and open space or to protect environmental features.
- **Private sale lands:** are Town-owned lands that are not designated as reserves or set aside for public uses and may be marketed and sold.
- **Public utilities:** (roads, stormwater, water, wastewater) are Town-owned parcels that are needed to provide municipal services.



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Policy Statements

6.0 Strategic Outcomes

When considering lands' best use for Morinville, Council's existing strategic outcomes should be considered during the decision-making process. Administration will also review outcomes and existing Morinville policies to provide additional direction.

The Land Management Framework contains five core strategic outcomes that will direct actions regarding the specific uses, sale, and acquisition of Town-owned land;

- 6.1 Community: Ensure that Town land management decisions follow Council's expectation for the long term.
- 6.2 Efficiency: Leverage all possible collaborations and partnerships.
- 6.3 Value: Balance future demands to ensure the highest and best use of land.
- 6.4 Transparency: Deliver transparent decisions regarding Town owned land.
- 6.5 Resiliency: Make land management decisions that increase the Town's social, economic, and environmental goals.

7.0 Community Considerations

The Town shall ensure that land management decisions are beneficial to its residents. Communities are composed of diverse populations with various interests. It is essential to consider all stakeholders when making land-use decisions:

- 7.1 When required, as per the Town's Public Engagement Policy, or deemed appropriate by Council the Town will seek community input regarding a proposed land request.
- 7.2 Consideration regarding accessibility, community benefit and impacts to adjacent properties shall be made.

8.0 Efficiency of Town-owned Lands

The framework identifies the criteria under which decisions regarding the sale and/or purchase of Town-owned lands are made. The Town shall support collaboration to foster efficient utilization of its lands, regardless of size, and identify processes for decision making.

- 8.1 The CAO, or designate, shall have the authority to issue decisions that represent Council's direction for the acquisition and disposition of Town-owned land.
- 8.2 Land requests shall be managed by Planning and Economic Development.
- 8.3 An inventory of Town-owned land shall be established and managed by Planning and Economic Development.



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- 8.4 When a referral is sent to departments for a potential land request, they shall be responsible to review and provide a written response within the given timeframe.

9.0 Value of Town-owned Lands

The Town shall balance competing demands to ensure the highest and best use of land. Market conditions will determine the monetary value of land, however, there is also a social and environmental value to be considered when making decisions. Quantifying social and environmental value is often difficult but can be regarded using comparatives like value-added services or benefits to a community group.

- 9.1 Decisions regarding land requests shall consider more than just the economic and monetary value of land when determining its highest and best use. Consideration shall also be given to social and environmental value.
- 9.2 Evidence and data utilized as quantifiable measures of benefit and impact are to be used when considering the highest and best use for land.
- 9.3 Value added shall include opportunities for shared use and green infrastructure.

10.0 Consistency

The Town shall deliver consistent and transparent decisions regarding Town-owned land.

- 10.1 The CAO, or designate, shall make recommendations to Council regarding decisions on the use, acquisition and disposition of Town-owned land.
- 10.2 Evidence-based decision making shall be utilized, including a full understanding of the costs associated with the land request.
- 10.3 Each land request shall be referred to internal departments to help identify any concerns, competing interests or opportunities for collaboration.

11.0 Long Range Community Service Planning

The Town shall make land management decisions that increase the Town's economic, social and environmental resilience.

- 11.1 Pilot projects may be employed to promote the testing of innovative ideas in meeting land needs and uses.
- 11.2 New funding strategies to provide immediately available funds for emergent land needs should be explored.



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Considerations for Land Sale Requests or Partnerships

The Town may want to leverage or acquire land to generate revenue, partner, collaborate, enhance social initiatives and stimulate overall economic development. When considering how to dispose of or acquire Town-owned land while seeking maximum value and efficiency, the following policies will adhere.

12.0 Land Use Plans

Land use planning provides a blueprint for future development. These plans exist to ensure that land uses benefit the community and give assurances to residents, landowners, and developers regarding development conditions. When determining a land request, plans that direct higher-level land-use decisions will be taken into consideration, including:

- Council Strategies
- Municipal Development Plan
- Area Structure Plan
- Area Redevelopment Plan
- Conceptual Scheme
- Land Use Bylaw
- Master Plans and reports (i.e. Recreation and Transportation Master Plans)

- 12.1 Rezoning of land may be used to facilitate land requests, provided it aligns with applicable statutory plans.
- 12.2 Statutory plans shall be followed when determining the highest and best use of land.
- 12.3 Amendments to statutory plans may be considered to facilitate land requests and must consider any impact to the intent and purpose of overall plans.

13.0 Future Planning Projects

An essential and crucial consideration for each land request will be to review the land required for future planning projects that support community growth objectives identified in the Municipal Development Plan and other Town planning documents or reports. Assessing the location and amount of municipal land required for future projects may include but is not limited to:

- Park 'n' Ride facility
- Future Fire Hall
- Future RCMP/Bylaw/Emergency Services Building
- Enhanced or replacement Infrastructure Services facility
- Community Hub
- Affordable/Supportive Housing



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- Regional Partnerships
 - Public/Private Partnerships
- 13.1 Morinville requirements for future projects that support community needs and future growth shall be reviewed prior to any Town-owned land being disposed of, sold or exchanged.
- 13.2 Planning and Economic Development in coordination with all departments shall create and maintain a list of Town-owned land dedicated for future municipal projects.

14.0 Budget Alignment

A land request will consider alignment with the Town's operational and capital budgets to ensure decisions maximize value.

- 14.1 Land requests should align with department business plans, using the multi-year budget process.

15.0 Land Status

Land status refers to current use, on-going Council discussions, current legal, political, and environmental conditions for a piece of land. A land status review would identify any agreements (leases, licenses, encroachment), encumbrances, environmental considerations, and legal disputes.

- 15.1 All departments shall collaborate on, support and maintain current land status of Town-owned lands.
- 15.2 Consideration shall be given to the potential impacts of the land status when determining a land request.

16.0 Pricing of Available Lands

Pricing refers to the sale price of those Town-owned lands that may be sold as private sale lands.

- 16.1 A Sale Agreement may be accepted and signed by the CAO or designate.
- 16.2 Market value will be determined by a minimum of three current professional appraisals by external parties. The middle value will be considered as "Market Value".
- 16.3 Lands available for sale are open to offers, and negotiations of land sale conditions shall be conducted and or authorized by the CAO or designate.
- 16.4 All offers are to be in writing and specify an irrevocable date.
- 16.5 Land will be initially priced at market value plus 20 percent.



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- 16.6 As per the Municipal Government Act, Section 70 proposals to dispose of Town-owned lands below market value must be advertised to the public.
- 16.7 Proposals to sell public park, recreation or exhibition space must be advertised to the public as per the Municipal Government Act.

17.0 Marketing Town-owned Lands for Private Sale

Marketing refers to the efforts, plans, and initiatives to market those Town-owned lands that may be sold as private sale lands to external parties for potential sale and revenue generation.

- 17.1 Marketing efforts may consist of, but not limited to, exposure on the Town's website, external site selector websites, brochures, signage on site and social media presence of available lands for purchase.
- 17.2 Marketing of lands shall include all current information of parcels, including size, zoning, price, and any other information deemed necessary to advertise.
- 17.3 The Town at its discretion may use the services of local real estate brokers to market, acquire, exchange and sell Town-owned lands.

18.0 Use of land sale proceeds

Revenue from the sale of Town-owned land will be determined by the type of land designation. Revenues gained from the disposal and sale of reserve and public utility lands may be subject to the Municipal Government Act, whereas lands with no reserve designation can be used for purposes as determined by Council. The following policies provide broad direction regarding how the proceeds from the sale of Town-owned lands shall be used.

- 18.1 A reserve fund shall be established to direct to a dedicated reserve the revenue generated from the sale of Town-owned land.
- 18.2 Use of revenue generated from the sale of Town-owned land shall consider the strategic priorities identified in this framework.
- 18.3 The sale of lands designated as reserves and their proceeds shall align with the regulations of the Municipal Government Act.
- 18.4 The Town at its discretion shall consider partnerships with other groups, agencies and municipalities in the use of revenues to maximize benefits to the community and residents.

19.0 Expiry Date

- 19.1 For the purpose of ensuring that this policy is revised for ongoing relevancy and necessity, a review will occur prior to December 31, 2024. The policy shall be brought forth and accepted in its present or amended form or rescinded.
- 19.2 This policy shall remain in effect if the review date passes prior to formal review.



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SECTION B

1.0 Reference to other Policy and Legislation

- 1.1 Municipal Government Act
- 1.2 Council's Strategic Plan
- 1.3 Municipal Development Plan
- 1.4 Area Structure Plans
- 1.5 Conceptual Schemes
- 1.6 Land Use Bylaw
- 1.7 Master Plans and reports (i.e. Recreation and Transportation Master Plans)

2.0 Persons Affected

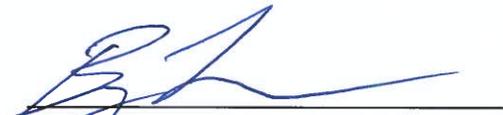
Council, Administration, Residents, Developers, Landowners

3.0 Divisional/Departmental Responsibility

Administrative Services / Planning & Economic Development

4.0 Review/Revision History and Author

New Policy / T. Lamanes, Senior Planner, March 2021



Barry Turner
Mayor



Stephane Labonne
Chief Administrative Officer