

Township Land Purchase Request – General Information
By-law 2021-126

- If you are interested in purchasing Township property, a non-refundable administration fee of \$350.00 is required with your request in writing, along with a map of the requested land.
- Requests are then circulated to the Senior Management Team (SMT) for comment.
- Based on the recommendation from the Senior Management Team, there are two outcomes:
 - If SMT recommends the land be retained, then no action is required by Council. The applicant will be advised by staff that the lands are to be retained
 - If the recommendation from SMT through the circulation process is to dispose of the land, the request would then be circulated to the outside agencies, abutting owners and where necessary the larger community, as part of the Township's due diligence.
- These responses are then considered by the Clerk and a full report to Council would be prepared with a staff recommendation to potentially declare the land surplus to the needs of the municipality, including recommended value, and required conditions.
- Should Council decide the lands are surplus to the needs of the municipality, the applicant would be requested to submit a \$5,000.00 deposit to the municipality for costs to be incurred by the Township in the closure and sale, i.e. legal, survey, appraisal, advertising, etc.
- The survey and appraisal (if required) would be commissioned by the Township. The process adopted by Council for sale of lands would be followed; accordingly, By-law No. 2021-126, the Township's sale and disposition of land by-law, is attached.
- The purchase price of the land is to be determined by Council.
- If the balance of the process is above the \$5,000.00 deposit (excluding the price of the property), you would be required to pay the balance. As well, if it was below, you would be refunded the difference.
- Requests are dealt with on a first come basis, the Clerk's Office currently has other requests in the queue and we try and deal with these requests in between our legislative duties.