

 M O N C T O N	POLICY	Owner Department: Legal
	Acquisition/Disposition of City-Owned Land	
Effective Date: December 7, 1992	Last Reviewed Date: November 27, 2020	
Approving Authority: Moncton City Council	Replaces No.: Policy 1301	
1. Policy Statement		

Land is a valuable asset. City Council recognizes that acquisition and disposition of real property must be discharged in a consistent manner.

2. Acquisition of Land

The acquisition of land or an interest in land will be considered by City Council if there is an identifiable municipal purpose connected to the specific property. The policy applies whether the acquisition process is through an agreement of purchase and sale, an easement or right-of-way agreement, the subdivision approval process, expropriation or any other method that may be applicable.

3. Declaring Land Surplus

1. Upon receipt of an expression of interest for the purchase of city-owned land, the employee responsible shall canvas the appropriate civic departments to determine the level of interest in retaining the subject property.
2. Upon the completion of the canvas, the employee responsible, in consultation with the City Solicitor or the City Manager, shall determine whether the proposed disposition should be brought to City Council for approval or the proposed purchaser should be advised that the property is not for sale as it is still required for municipal purposes.
3. If the canvas indicates that the subject property could be disposed of, then the employee responsible will prepare a Council Report Form seeking Council's direction with respect to the potential disposition.

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4. If City Council agrees that the property is not required for a municipal purpose and could be disposed of, then the following must be done, unless waived by Council:
 - a. Obtain an appraisal of the property;
 - b. Provide notice to all residents within 100 metres of the subject property that Council is considering disposition and inviting their input regarding same, and further advising them of the date upon which Council will consider the potential disposition; and
 - c. Post signs on the property indicating that it is being considered for disposition and to whom inquiries may be made.
5. If the land being disposed of is located within a subdivision that is subject to restrictive covenants, the disposition will be subject to the same restrictive covenants.
6. If the land being considered for disposition is required for commercial development and is time sensitive, City Council may direct staff to dispense with the requirements of paragraph 4 above.

4. Administration and Contact

City Hall

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