

**SUMMARY OF REMNANT LAND SALES, STAND ALONE LAND SALES, ACQUISITIONS  
AND OCCUPATIONS FOR THE SECOND QUARTER 2015 - FILE NO: (RC)**

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**SUMMARY/ISSUE**

Summary of remnant land sales less than  
\$2,000,000.00 for the Second Quarter 2015.

Summary of Other Dispositions for the  
Second Quarter 2015.

Summary of acquisitions less than  
\$2,000,000.00 for the Second Quarter 2015.

Summary of occupations less than  
\$500,000.00 for the Second Quarter 2015.

**PREVIOUS COUNCIL DIRECTION/POLICY**

On 2009 November 02 Council approved  
Real Property Bylaw 52M2009 which granted  
delegated authority to the Administration as  
outlined in the Confirmation of Delegated  
Authority by the City Manager.

On 2011 March 21 Council approved  
LAS2011-017 and directed Administration to  
report quarterly only on Closed Transactions.

**ADMINISTRATION RECOMMENDATIONS:**

The Land and Asset Strategy Committee  
recommend that Council:

1. Receive this report for information; and
2. The Recommendation and Report remain  
confidential under Sections 23(1)(b),  
24(1)(a), 24(1)(g), and 25(1)(b) of the  
*Freedom of Information and Protection of  
Privacy Act* until the Report is published in  
the Council Agenda.

**RECOMMENDATION OF THE LAND AND  
ASSET STRATEGY COMMITTEE, DATED  
2015 NOVEMBER 19:**

That Council receive this report for  
information.

**INVESTIGATION**

Pursuant to Bylaw 52M2009 Section 18 (5)  
*"The City Manager must prepare and submit  
to Council a report listing all Transactions  
approved pursuant to the bylaw, every three  
(3) months, or as otherwise directed by  
Committee or Council, commencing January,  
2010."*

**IMPLICATIONS**

**General**

The Real Property Bylaw is supported by the  
business process review that has established  
well-defined real estate processes in a  
consistent, accountable and effective manner.  
The redesigned processes, procedures and  
forms ensure the necessary due diligence  
and documentation to support Bylaw  
52M2009. Delegated authority was only  
exercised as defined in the Bylaw.

All of the attached Remnant Sales are less  
than \$2,000,000.00 and are adjacent to the  
property owner(s).

All of the attached Stand Alone Sales have  
been the subject of Method of Disposition  
reports and have been approved by Land and  
Asset Strategy Committee (LASC) and  
Council.

All of the attached Acquisitions are  
requirements of Council approved projects or  
otherwise authorized by Council and less than  
\$2,000,000.00.

All of the attached Lease/Licenses have an  
annual base rent or fee less than  
\$500,000.00, the term does not exceed 5  
years and there is no more than 2 options to  
renew, as per Bylaw 52M2009 Section  
8(1)(a).

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**Social**

Bylaw 52M2009 provides a single point of reference for Council, Administration and the public concerning the authorities and responsibilities for real estate transactions to be undertaken by Corporate Properties & Buildings and The Office of Land Servicing & Housing. Staff was provided with training and is supported in implementing business processes and the bylaw for all real estate transactions.

**Environmental**

The real estate processes are in accordance with The City of Calgary's Sales, Acquisitions and Leases Environmental (S.A.L.E.) Policy.

**Economic (External)**

Where applicable, the changes to the processes and authorities for real estate transactions will streamline the transaction timeline by four to six weeks, thus reducing the time and financial costs associated with finalizing the transaction.

**BUSINESS PLAN/BUDGET IMPLICATIONS**

N/A

**RISKS**

The approval processes place additional decision-making responsibility on the Administration for The City's real estate transactions. The potential risks associated with giving Administration greater authority, is mitigated in several ways:

- Increased due diligence and documentation achieved by the clearly defined business processes for all real estate transactions;
- All proposed real estate transactions documented by a land report or land authorization form will be reviewed by the Management Real Estate Review Committee or authorized delegated authority position;

- Administrative approvals will only be exercised where the established guidelines are met;
- The General Manager can opt to forward any proposed sale, lease or acquisition under his authority on to LASC and Council for approval;
- Quarterly reporting to the LASC and Council regarding transactions approved by the Administration

**VALUATION**

The negotiated prices of any of the Properties were based on internal valuations or independent appraisals which are endorsed by Administration's Valuation Review Committee.

**ATTACHMENTS**

1. Summary of Stand Alone Sales – Second Quarter 2015
2. Summary of Acquisitions less than \$2,000,000.00 – Second Quarter 2015
3. Summary of Occupations less than \$500,000.00 – Second Quarter 2015