

Background

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.”* Further to Section 18 (5) of Bylaw 52M2009, Administration was directed to report quarterly only on closed transactions approved through delegated authority through LAS2011-17.

Real Property Bylaw 52M2009 is supported by a business process review that 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.

Previous Council Direction and Bylaws

DATE	REPORT NUMBER	DIRECTION/DESCRIPTION
2021 September 13	C2021-1201	Amendments to Council’s Procedure Bylaw and Council Committee Governance Council approved C2021-120, which approved Bylaw 55M2021, which disbands the Standing Policy Committee on Utilities and Corporate Services, and directed Administration to forward upcoming reports to the new Council Committee deemed most appropriate.
2017 September 11	Bylaw 32M2017	Delegation of Authority Council approved Bylaw 32M2017 to amend Real Property Bylaw 52M2009, which grants delegated authority to the City Manager who further delegates to those officers as set out in the Delegation of Authority by the City Manager.
2011 March 21	LAS2011-17	Delegated Authority Quarterly Report Council approved LAS2011-17 and directed Administration to report quarterly only on closed transactions approved through Delegated Authority.
2009 November 16	Bylaw 52M2009	Real Property Bylaw Council approved Real Property Bylaw 52M2009, which granted delegated authority to the City Manager who further delegated to those officers as set out in the Confirmation of Delegation of Authority by the City Manager.
2005 March 07	Bylaw 12M2005	Bylaw 12M2005 Consolidation of Authorities Council approved LAS2005-27 which consolidated and updated real estate transaction authorities for Corporate Properties & Buildings into one bylaw, Bylaw 12M2005.

2004 November 22	LAS2004-256	<p>Direction to Develop Bylaw for Approval Process</p> <p>Council approved LAS2004-256 that directed Administration to develop a bylaw incorporating the proposed changes to the approval process for general land sales, and business rules for deposits and forfeitures, and any other house-keeping items which may be identified as being beneficial to include in the bylaw.</p>
2004 June 07	LAS2004-110	<p>Direction to Develop Bylaw for Approval Process</p> <p>Council approved LAS2004-110 which directed Administration to develop a bylaw authorizing changes to the approval processes for acquisitions transactions.</p>
2003 July 28	LA2003-187	<p>Corporate Properties & Buildings Process Review Phase Two</p> <p>Council approved LA2003-187 which outlined a plan for Phase Two of the Corporate Properties & Buildings Review, a review of the business processes for acquisitions followed by sales and then leasing.</p>
2003 May 26	LA2003-103	<p>Corporate Properties & Buildings Process Review Phase One</p> <p>Council approved LA2003-103 which outlined recommendations for Phase One of the Corporate Properties & Buildings Review, detailing the use of appraisals and valuations and an interim method of disposition process for general land.</p>
2003 March 03	LA2003-45	<p>Overview of Corporate Properties & Buildings Review</p> <p>Council approved Land Report 2003-45 which provided an overview of the proposed multi-phased approach to the review of the Corporate Properties Business Unit.</p>
1998 March 03	Bylaw 10M98	<p>Bylaw 10M98</p> <p>Council approved LAND98-31 for Bylaw 10M98, delegating authorization for real property transactions.</p>