



Committee of the Whole Report

Report Number:	RS2021-019
Meeting Date:	May 4, 2021
Title:	Proposed Land Management Team Management Directive
Description:	Review of Proposed Land Management Team Management Directive and Overview of Land Sale Process
Author and Title:	Sharri Dyer, Manager – Realty Services

Recommendations:

That Report RS2021-019, **Proposed Land Management Team Management Directive**, be received;

That the “Land Management Committee” be renamed the “Land Management Team” and all by-laws, policies, management directives and standard operating procedures of the City of Kawartha Lakes referencing the “Land Management Committee” be amended, accordingly; and

That these recommendations be brought forward to Council for consideration at the next Regular Council Meeting.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

At the Council Meeting of July 17, 2018, Council adopted the following resolution:

CR2018-460

Moved By Councillor Strangway

Seconded By Councillor Elmslie

That Report RS2018-023, **Land Management Committee Policy CP2018-007**, be received; and

That Staff draft a Management Directive for approval by the CAO with respect to the activities of the Land Management Committee, which Directive provides – at a minimum – that:

1. The Manager of Realty Services is to circulate the Agenda for the upcoming Land Management Committee to all members of Council and the Mayor one week in advance of an upcoming meeting;
2. Councillors will have an opportunity to submit written comment/ information to the Manager of Realty Services up to 4:30 pm on the day proceeding the Land Management Committee Meeting, which written comment/ information will be added to the Agenda for discussion.
3. Councillors will have an opportunity to attend the meeting, to make a statement or provide information to the Committee.
4. Councillors may attend the deliberations of the Committee.
5. Councillors expressing interest in an item will be copied on correspondence out to the applicant(s) of that item, in which the Committee advises of the Committee's decision and reasons therefore. This letter will advise the applicant that – if he/she is not satisfied with the decision of the Committee – he/she may make a deputation to Council.

Carried

This report addresses that direction.

Rationale:

The proposed Management Directive (attached as Appendix A) includes the requirements as set out in the above-noted Council Resolution. In addition, the proposed Management Directive sets out general decision making precedents that the Land Management Committee – to be renamed the “Land Management Team” – will follow for common requests.

This report recommends renaming the Land Management Committee the Land Management Team, so as to clarify for the public that this is a staff group exercising an administrative function and functions delegated to it by Council through by-law and policy; not a Committee of Council exercising the executive function of the City.

Other staff groupings of this nature, such as the “Senior Management Team”, “Development Review Team”, “Portfolio Management Team” have adopted “Team” as their descriptor. Accordingly, adopting “Team” in this instance would provide consistency.

Appendix B is a document outlining the land sale process, which begins with a review by the Land Management Committee. The procedure in Appendix B is established by the Disposition of Land By-law 2018-020. This is provided for information purposes, only.

Other Alternatives Considered:

None

Alignment to Strategic Priorities:

The recommendations set out in this Report align with the following strategic priority:

- Good Government
 - Effective management of the municipal building and land portfolio
 - Provide direction to Staff through clear by-laws, policies, and management directives

Financial/Operation Impacts:

None.

Consultations:

Land Management Committee
Senior Management Team

Attachments:

Appendix A – Proposed Land Management Team Management Directive



Appendix A -
Proposed Land Man

Appendix B – Land Sale Process



Appendix B - Land
Sale Process.pdf

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Department Head: Robyn Carlson