

COUNTY OF ST. PAUL NO. 19

Our Mission - To create desirable rural experiences



ADM-26 Land Leases Policy

Department: Administration

POLICY OBJECTIVE:

The County of St. Paul desires to establish standards and conditions for the leasing of County-owned land for agricultural, recreational, and other general public purposes.

POLICY STATEMENTS:

1.0 Requirements

- 1.1 Land which the municipality owns and is not planning to develop or use in the short or long term may be leased for agricultural, recreational, or other general public purposes subject to the following conditions:
 - (a) The County will advertise all leases in the local newspaper, on the County's Facebook Page and the County Website.
 - (b) Interested parties shall submit a compliant bid in response to a tender or request for proposal issued by the County.
 - (c) A grazing lease or cultivation lease shall be for a fixed term as determined by County Council and not to exceed three (3) years
 - (d) A recreation lease shall be for a fixed term as determined by County Council not to exceed twenty-five (25) years;
 - (e) The proposed use of the leased property must conform to the County's Land Use Bylaw and/or Area Structure Plan; and
 - (f) The lessee enters into an agreement with the County for the term of the Lease.

2.0 Lease Rates

- 2.1 Annual lease rates shall be at be determined using the following formula: $4 \times \text{Assessed Value} \times \text{Mill Rate (Farmland)}$ per annum for Roll 7620100 (County Gravel Pit) and for any other County Lands as determined by County Council.
- 2.2 Annual lease rates will be awarded to the highest compliant bid or proposal submitted in response to the tender of request for proposal and accepted by County Council.
- 2.3 Leasing rates for non-profit organizations, societies, or other civic groups shall be at a rate of \$1.00 per annum.

3.0 Right of First Refusal

- 3.1 In the event that Council issues a tender or request for proposal with respect to the lease of Grazing Lands during a term of a lease, the current Lessee shall have the right of first refusal and the option to match the amount of the highest bid or proposal, providing they have submitted a bid prior to the deadline.
- 3.2 In the event that Council issues a tender or request for proposal with respect to the lease of Cultivation Lands during the term of a lease, the current Lessee must be within fifteen (15) percent of the highest bid or proposal to exercise their right of first refusal.

4.0 Cancellation

The County may cancel a lease for the following reasons:

- (a) the lessee requests the cancellation;
- (b) the leased land is not being used for the purpose for which it was leased;
- (c) the lease was issued in error;
- (d) the lessee fails to pay his lease fees levied against their interest under the lease, or any other money payable under the lease when it is due; or
- (e) the lessee has failed to comply with the terms and conditions of the lease.
- (f) when the land is required for Municipal purposes.

5.0 Public Access

- 5.1 The Lessee shall have the right to post the Lands to prohibit trespassing from May 1st to October 31st. Any public wishing to access to access a leased parcel of land, must make a request to the lessee to obtain access.

Council Approval: November 8, 2016
Amended: February 22, 2022