



KIRKLAND LAKE
THE RIGHT ENVIRONMENT

POLICY	
Policy Number: DEV2024-001	Date Approved: October 15, 2024
Department: Development & Enterprise Services	Date Reviewed:
SALE AND OTHER DISPOSITION OF LAND	

1. Policy Statement

1.1. The primary purpose of the policy is to achieve Compliance with Section 270 (1) of the Municipal Act – which requires municipalities to adopt policies regarding the sale and other disposition of municipally owned land. The secondary purpose is to establish a consistent, transparent and accountable procedure to be followed when disposing of real property.

2. Purpose

2.1. The Town’s Sale and Other Disposition of Land Policy outlines the framework for the overall management municipally owned real property. This Policy provides as the procedure in disposing of real property.

3. Scope

3.1. This policy applies to The Corporation of the Town of Kirkland Lake.

4. Legislative Authority

4.1. Section 270(1) of the [Municipal Act](#), 2001, S.O. 2001, c. 25, as amended

4.2. [Planning Act](#), R.S.O. 1990, c. P. 13, as amended

4.3. [Expropriations Act](#), R.S.O. 1990, c. E.26, as amended

4.4. Town of Kirkland Lake [2016-2036 Official Plan](#)

5. Definitions

- 5.1. **Act** means the *Municipal Act*, S.O. 2001, c.25, as amended
- 5.2. **Application to Purchase** means the document received by the Town, as prescribed.
- 5.3. **Appraisal** means an appraisal in writing by someone who is a member in good standing with the Appraisal Institute of Canada, with a designation as a Canadian Residential Appraiser (C.R.A) or Accredited Appraiser Canadian Institute (A.A.C.I.), unless the Council agrees to deem the assessed value to be the appraised value on the recommendation of the Chief Administrative Officer.
- 5.4. **Buildable Lot** means land of sufficient size to permit the lands to be utilized as an individual parcel of land in conformity with the Town's Official Plan and compliance with the Town's Zoning By-Law regulations.
- 5.5. **Clerk** means the Municipal Clerk for the Town, or their designate.
- 5.6. **Council** means the Council of the Town.
- 5.7. **Disposition** means the sale, transfer, conveyance or exchange of the fee simple interest in Land or the granting of a lease of license by the Town.
- 5.8. **Disposal** means the sale of real property or the lease of a property for a period of 21 years or longer.
- 5.9. **Land** means real property owned by the Town and includes any building located thereon.
- 5.10. **Notice** means the notice as described in Section 8 and in accordance with the Town's Notice By-Law 22-047, as may be amended from time to time.
- 5.11. **Purchaser/Requester** means the person(s) or organization(s), agency (ies) or entity(ies) who make application to purchase municipally owned land from the Town of Kirkland Lake.
- 5.12. **Sale** means a commitment to sell or otherwise dispose of land, including a disposal by way of a lease of 21 years or longer.

5.13. **Surplus** means real property that the Town does not require to meet its present or anticipated future needs.

5.14. **Town** means The Corporation of the Town of Kirkland Lake.

5.15. **User Fees** means those established by By-Law by the Town.

6. Public Registry (Surplus Land Database)

6.1. The Town's Department of Development and Enterprise Services is responsible for maintaining a Surplus Land Database of all Land declared as Surplus.

6.2. The Surplus Land Database is available for inspection on the Town's official [Website](#).

6.3. The Surplus Land Database shall be updated as decisions of Council are made that impact those Lands noted therein.

7. Procedures and Methods of Disposal for Surplus Lands

7.1. Declaration of Surplus Land

7.1.1. When considering the disposal of municipally owned land, the Department of Development and Enterprise Services shall conduct an internal circulation to determine if the subject lands are required for municipal purposes or can be considered surplus lands. Circulation to external public agencies may also be completed as necessary.

7.1.2. Once all comments are received, a Report to Council shall be prepared for a closed session meeting, outlining the reason(s) as to why the lands should or should not be declared as Surplus and the suggested method of disposition.

7.1.3. If Council is satisfied with the reasoning for declaring a property as Surplus Land, they must first pass a resolution identifying that the subject property be deemed surplus.

7.1.4. The following classes of Land shall be exempt from the requirement to be declared Surplus prior to sale:

7.1.4.1. Land sold to public bodies including a municipality, local board (including a school board or conservation authority), and the Crown in right of Ontario or Canada and their agencies.

- 7.1.4.2. A closed highway or lane if sold to an owner of land abutting the closed highway.
- 7.1.4.3. Land that does not have direct access to a highway if sold to the owner of abutting land and the properties are to be consolidated.
- 7.1.4.4. Land 0.3 metres or less in width acquired in connection with an approval or decision under the *Planning Act*.
- 7.1.4.5. Land formerly used for railway lines if sold to, and consolidated with, an owner of land abutting the former railway land.
- 7.1.4.6. Land repurchased by an owner in accordance with Section 42 of the *Expropriations Act*.
- 7.1.4.7. Easements granted to public utilities or to telephone companies.
- 7.1.4.8. Land sold under section 107, 108 and 110 of the *Municipal Act*.
- 7.1.4.9. Land to be used for the establishment and carrying on of industries and industrial operations and incidental uses.
- 7.1.4.10. Once a property has been declared surplus, formal Notice shall be given in conformity with Section 8 of this Policy and the Town's Notice Policy.
 - 7.1.4.10.1. However, where Council deem it expedient to do so, it may chose to present a by-law declaring the land surplus on the same evening as the matter is resolved upon; and in that instance, this clause shall be sufficient authority to prevail over the Town's Notice Policy requirements.

7.2. Establishing Fair Market Value

- 7.2.1. Prior to the disposal of a property and where there is no exemption, the Department of Development and Enterprise Services shall obtain at least one (1) Appraisal of the Fair Market Value of the Land. Where an Appraisal is valued over \$1,000,000.00, a second Appraisal shall be obtained.
- 7.2.2. Any Appraisal completed on behalf of the Town shall be considered the property of the Town and considered valid for a period of 24 months from the date the Appraisal was prepared, unless Council, by direction or resolution, determines a new Appraisal is warranted.
- 7.2.3. If it would not be practical or economical to obtain an Appraisal as determined by the Chief Administrative Officer, or a minimum sale price has been approved by Council, then an Appraisal will not be required. Circumstances include, but are not limited to:
 - 7.2.3.1. When the estimated value of the Land to be disposed of is less than Five Thousand (\$5,000.00), or
 - 7.2.3.2. When the cost of obtaining the Appraisal would be more than fifty percent (50%) of the estimated value of the Land.

7.3. Exemptions

- 7.3.1. An appraisal does not apply to the disposition of the following:
 - 7.3.1.1. Land sold to public bodies including a municipality, local board (including a school board or conservation authority), and the Crown in right of Ontario or Canada and their agencies.
 - 7.3.1.2. A closed highway or lane if sold to an owner of land abutting the closed highway and the properties are to be consolidated.
 - 7.3.1.3. Land that does not have direct access to a highway if sold to the owner of abutting land and the properties are to be consolidated.
 - 7.3.1.4. Land 0.3 metres or less in width acquired in connection with an approval or decision under the *Planning Act*.

- 7.15.1 An appraisal does not apply to the disposition of the following (continued):
- 7.15.1.1 Land formerly used for railway lines if sold to, and consolidated with, an owner of land abutting the former railway land.
 - 7.15.1.2 Land repurchased by an owner in accordance with Section 42 of the *Expropriations Act*.
 - 7.15.1.3 Easements granted to public utilities or to telephone companies.
 - 7.15.1.4 Land sold under section 107, 108 and 110 of the *Municipal Act*.
 - 7.15.1.5 Land sold under the *Municipal Tax Sales Act*.
 - 7.15.1.6 Land to be used for the establishment and carrying on of industries and industrial operations and incidental uses.

7.4. Methods of Disposal

7.4.1. Direct Sale

- 7.4.1.1. Direct sales may take place when unsolicited proposals or offers for municipal lands are presented to the municipality for consideration. Under such circumstances, the Town may negotiate a direct sale with the requester, or the Town may choose to proceed with a formal Request for Offer (Attachment 3) process to solicit more competitive bids for the lands in question. Generally, direct sales will be considered in cases where there is an obvious direct benefit or value to the Town from an economic development perspective that would be in the best interest of the public (i.e. when an investor wishes to establish a use to satisfy a demonstrated gap/need in the community).

7.4.2. Request for Offers

- 7.4.2.1. The Request for Offer option is employed to sell more routine surplus municipal property. This approach involves the Town initiating a process where municipal lands are offered for sale to the public through a formal and open public process requiring the submission of competitive bids.

7.5. Receipt, Evaluation and Negotiation of Purchase Offers

7.5.1. Receipt

- 7.5.1.1. Applications to Purchase municipal lands shall be completed on the designated form (Attachment 1) and shall be accompanied by the appropriate payment in keeping with the Town's User Fee By-Law. A confirmation letter shall be prepared and sent to the requester/applicant indicating that the application is complete. This letter shall be sent within one week (7 business days) of receiving the complete application.

7.5.2. Evaluation

- 7.5.2.1. Applications to purchase municipal lands shall be reviewed and evaluated by the Department of Development and Enterprise Services. A Report to Council for a Closed Session Meeting shall be prepared.
- 7.5.2.2. Appraisals or other means used to establish a Fair Market Value for Surplus municipal lands are to be used as a guide only, and, Council may ultimately decide to accept offers of purchase that are below, at, or above such established values, or may decide not to accept any offers.

7.5.3. Declined Offers

- 7.5.3.1. Any offers declined by Council shall be communicated to the requester by the Department of Development and Enterprise Services, in writing, within one week (7 business days) of the said decision.

7.5.4. Negotiation of Offers

- 7.5.4.1. The Town reserves the right to negotiate sales, development and other agreements with any Purchaser/Requester.

7.6. Purchasers Responsibility

- 7.6.1. The Purchaser shall be responsible for all costs incurred or required to dispose of the surplus land including, but not limited to, legal, survey, appraisal, encumbrances, advertising, improvements and any applicable User Fees.
- 7.6.2. Upon approval of the offer, and prior to Notice of Intent to Sell and the drafting of an Agreement of Purchase and Sale, the Requester shall submit a deposit of up to 20% of the value of the respective offer. The deposit shall ensure that the successful applicant satisfies all conditions of sale and finalizes the sale.
- 7.6.3. Failure to comply with the conditions of sale, or finalizing the transaction, the deposit shall be forfeited to the Town for compensation. In cases where all conditions of sale are deemed complete by the Town, the deposit shall be applied to the sale price.
- 7.6.4. The Purchaser shall be solely responsible for establishing services on the subject property.

7.7. Acceptance of Offer and Certificate of Compliance

- 7.7.1. Should Council elect to accept an Offer, a resolution is required, indicating what lands are to be sold, to whom the land is being sold to, along with the negotiated purchase price (consideration).
- 7.7.2. The Town's Legal Counsel shall be responsible to complete all transactional documents associated with the sale of municipal land, including the preparation of an invoice outlining the breakdown of the purchase price and any related transaction particulars.
- 7.7.3. Prior to the passage of the By-Law authorizing the Town to execute all Land sale documentation giving effect to the sale, formal Notice of Intent to Sell shall be advertised as prescribed in Section 8.2 of this Policy.
- 7.7.4. All Agreements of Purchase and Sale must accompany an Execution By-Law.

7.7.5. Similarly, a copy of all registered documents on Title (Transfer, etc.) must accompany the Execution By-Law, holding the title as the “official record” of the land transaction for the Town.

7.7.6. The Municipal Clerk may issue a Certificate of Compliance (Attachment 2) with respect to a sale of land by the Town, verifying to the best of their knowledge that the requirements of this Policy which applies to the sale of land have been complied with.

8. Public Notice Requirements

8.1. In addition to the prescribed information in this section, all Notices shall be made in accordance with the Town’s Notice By-Law, unless otherwise noted.

8.1.1. Declaration of Surplus Land

8.1.1.1. Once a property has been declared Surplus by resolution, formal Notice must be posted in the local newspaper, and on the Town’s official Website for a minimum of 14 days. The form of Notice (Attachment 4), indicating that land has been declared as Surplus shall include the following:

- a brief description of the proposed land being disposed;
- the legal description of the said land(s);
- municipal address and/or key map;
- an indication of the Fair Market Value, if applicable;
- when and where information pertaining to the surplus is available for public viewing; and
- the contact information of the Department managing the circulation.

8.1.1.2. A “For Sale” sign shall be posted on the surplus land for a minimum of 14 days following the declaration by Council.

8.1.2. Notice of Intent to Sell Municipal Land

8.1.2.1. Prior to the passage of the By-Law authorizing the execution of the sale of Land, a Notice of Intent to Sell shall be posted in the local newspaper, and on the Town's Official Website for a minimum of 14 days. The Form of Notice (Attachment 5) shall include the following information:

- a brief description of the proposed land being disposed;
- the legal description of the said land(s); and
- municipal address and/or key map;
- the sale price;
- when and where information pertaining to the land sale will be available for public viewing; and
- the contact information of the Department managing the circulation.

9. Additional

9.1. Real Property Being Sold for Tax Arrears

9.1.1. Refer to the Town's Sale of Land for Tax Arrears Policy.

9.2. Expropriations Act

9.2.1. For properties that were expropriated, Disposal shall be in accordance with provisions identified in Section 42 of the *Expropriations Act*. Any waiver by the Town of the former owner's rights must be approved by resolution of Council.

9.3. Road/Lane Allowance Closure and Sale

9.3.1. It shall be a policy of the Town to retain all land, laneways and road allowances that are encumbered by municipal services, gas pipes, or hydro and telephone lines. These services shall be protected from incompatible development.

- 9.3.2. Should Council choose to sell any part of a road allowance or laneway, staff shall report whether the sale is indicative of good planning practices, and is in line with the *Planning Act*, the Provincial Policy Statement, the Town's Official Plan and Zoning By-Law.
- 9.3.3. In considering a sale of the whole or part of a highway, street or laneway, the Department of Development and Enterprise Services shall firstly, circulate the notice to utility companies, including the Town's Public Works Department, for comment, and prepare a report for Council's consideration (Attachment 6).
- 9.3.4. The selling price for the disposal of the whole or part of highways, streets or laneways allowances offered to abutting owners will be at the discretion of council.

10. Conflict of Interest

- 10.1 Where an employee of the Town involved in any proposed contract relating to land, either in their own behalf or while acting for, by, with or through another person, has any pecuniary interest, direct or indirect, in the proposed contract, the employee shall:
 - 10.1.1. immediately disclose the interest on their application; and
 - 10.1.2. not take part in the procedure governing the sale of such land; and
 - 10.1.3. not attempt in any way to influence the procedures governing the sale of such land.

11. Attachments

- Attachment 1 – Application to Purchase Form
- Attachment 2 – Certificate of Compliance
- Attachment 3 – Land Sale Process
- Attachment 4 – Declaration of Surplus Land Notice
- Attachment 5 - Notice of Intent to Sell
- Attachment 6 – Road and Laneway Closure Process

12. Policy review

- 12.1. This Policy shall be reviewed every two (2) years and updated as legislatively required.

13. Summary

- 13.1. The Corporation of the Town of Kirkland Lake is committed to ensuring consistent, transparent and accountable policies. In keeping with current municipal standards and legislative requirements, this Policy establishes the Town's interest in managing the sale and other disposition of municipally owned lands.

SURPLUS MUNICIPAL LAND

The Town of Kirkland Lake has a running list of land that have been declared surplus and are available for purchase. Any individual can submit a request to purchase for any of the properties listed on the Surplus Lands List. The Surplus Lands List is available on the Town of Kirkland Lake's Official [Website](#), or by visiting the Department of Development and Enterprise Services, during regular business hours.

PROCESS

The length of time for sale approval depends on the complexity of the application. On average, most applications take a minimum of 60 days to process by the Town, where no survey is required.

Once the application is submitted, it is reviewed internally by Town Departments/Divisions for comment. Once satisfied, the application will be included in a Report to Council for discussion. If further information is required by Council, it will be requested and reconsidered at a future closed session meeting.

If Council is satisfied with the proposed sale, Administration will be directed to provide "*Notice of Intent to Dispose of Surplus Land*" following Council meeting.

An execution by-law authorizing Municipal Officers to sign all documents pertaining to the sale will be presented for approval at a Council meeting upon receipt of the Agreement of Purchase and Sale being received by the Town's Legal Council.

PROPOSAL SHALL INCLUDE:

- application fee (regulated by the Town's User Fees By-Law)
- full name and contact information;
- completed Application Form
- list of proposed uses
- type and approximate size of proposed structures
- proposed date of closing
- any conditions of purchase
- signature
- corporate documents showing Company name (if applicable)
- number of employees (if applicable)

Applications are to be submitted to:

Planning Administrator
Department of Development and Enterprise Services
Town of Kirkland Lake
1 Dunfield Road, Kirkland Lake, ON P2N 3P4
Fax: (705) 567-9400 Email: planning@tkl.ca

TOWN'S CONDITIONS OF SALE

The following is a list of typical conditions that are applied to municipal land sales. **Note:** The Town reserves the right to amend, include or exclude any of these conditions.

1. Other than single and two-unit residential buildings, all land may be subject to Site Plan Control.
2. The proposed use must comply with the Town's Zoning By-Law
3. The land is being sold "as is" with no warranties.
4. The sale of land is for surface rights only.
5. All proposals will be reviewed and evaluated based on "best value", comparison to "market value" and compliance to applicable acts, regulations, and by-laws.
6. The proposal with the highest value will not necessarily be accepted.
7. The Town does not guarantee that there are any services, nor the condition of any services that may exist. All unserviced lots are subject to the appropriate Service Connection Fees.
8. The Town shall not be held responsible for any liability arising out of any fill or material that has been placed on the subject property.
9. All street numbers shall be allocated by the Town, and the designated street number shall be on front of the building, and visible from the street.
10. Prior to disposing of the land, it will be the Purchaser's responsibility to perform all exploratory review of the property/site/land to establish ground and soil conditions, soil capabilities and any other issues which may impact building. Approvals must be obtained from the Town prior to engaging in any exploratory work.
11. All proposals must include the non-refundable Administration Fee, as set out in the Town's User Fees By-Law. Failure to provide this fee with the application will result in the application being deemed incomplete until such time that it is received. It is important to note that the Administration Fee does not form part of the purchase price, nor is it a deposit towards the purchase price.
12. The Purchaser is responsible for all costs incurred, or required, to dispose of the surplus land, including, but not limited to, legal costs, surveys, appraisals, encumbrances, improvements and administrative fees.
13. The Purchaser is responsible to pay for all legal fees and any other applicable costs. These costs may include but are not limited to the following disbursements:
 - a) Purchaser's own legal fees
 - b) Town's legal fees
 - c) Registration of the Transfer (on title)
 - d) Registration of the consolidation Application
 - e) Execution Certificate
 - f) Electronic registration disbursements
 - g) Tax on land sales
 - h) Register application to register condition
 - i) Land transfer tax
 - j) Title search
 - Law Society of Ontario's [Transaction Levy Surcharge](#)
 - k) Copy of parcel

14. The Town will maintain first-right-of-refusal if the Purchaser defaults on the following conditions of sale:
 - i. Purchasers and all subsequent owners undertake and agree that they shall grade the lands in accordance with Town's standards and agree to maintain the same, and before commencing any grading or construction on a lot, prepare a detailed report, drawings, and site plan acceptable to the municipality which shall show:
 - First floor elevation, finished lot grades and direction of surface drainage;
 - The location of all buildings and structures to be erected on the site and all final grades;
 - The means whereby storm drainage will be accommodated and the means whereby erosion and silting will be contained and minimized both during and after the construction period.
 - ii. Where a Purchaser intends to renovate the property, the proposal is conditional on acceptance of a proposal for renovating the property. The proposal must:
 - Include specifics of the plan for renovations, including timeframes for building permits, commencement of renovations and significant milestones and completion;
 - Stipulate the amount of a refundable deposit to be paid to the Town (vendor) on closing to secure performance of the proposal (minimum of \$2,000.00).
 - iii. Where the Purchaser intends to construct a building as part of the conditions, the Purchaser shall agree that the building will be completed and ready for occupancy within twenty-four (24) months of registration of the Transfer. In the event that the Purchaser intends to sell or offer to sell the said lands for sale prior to the completion and readiness for occupancy as above, or in any event there is not a building completed and ready for occupancy within the specified timeframe, the Town will have the irrevocable first option to purchase the lands from the Property Owner (Transferee) or their assigns on the same terms and conditions as this initial Agreement of Purchase and Sale (regardless of improvements). Additionally, the Purchaser shall pay the Town's legal costs for the registration of the said Transfer.
15. If the proposed purchase is to add land to an abutting property (parcel), the Town will require that the two (2) parcels be consolidated so that one (1) cannot be sold without the other.
16. No person or business, including the shareholders of a business, who is in arrears on property taxes and/or any other outstanding accounts owed to the Town, shall be permitted to purchase or offer to purchase, rent, lease, or use any municipally-owned property, as per the "[Property Sales and Other Land Uses to Residents in Arrears](#)" Policy.

REQUEST TO PURCHASE APPLICATION

CONTACT INFORMATION:

Name:	
Mailing Address:	
Phone Number:	
E-Mail Address:	

INFORMATION ON PROPERTY OF INTEREST:

Civic Address:	
Existing Use:	
Proposed Use:	

SPECIFY ANY CONDITIONS OF SALE:

(Please include an additional page to this Application, if additional space is needed in this section)

OFFER TO PURCHASE

Proposed Purchase Price:	
Proposed Closing Date:	
Legal Representation:	Name: Phone Number:

I _____ (*print name*) have reviewed and agreed to the contents of the “**Town’s Conditions of Sale**” and understand all associated conditions and fees which apply to a municipal land purchase. I have also included the non-refundable application fee attached to this application. I understand failure to include this fee will result in the proposal to be considered incomplete. I further understand that the fee does not form part of the purchase price, nor does it reflect a deposit towards the purchase price.

Date: _____ Signature: _____

For use by Principal Authority	
Application Number:	Date Received:
Roll Number: 54-68-000-	

Personal information on this form is collected under the authority of the [Municipal Freedom of Information and Protection of Privacy Act \(MFIPPA\)](#) and the [Municipal Act](#) and [Planning Act](#), and will be solely used for the purposes of processing and managing this municipal land sale transaction. Questions about this collection or personal information should be directed to the Municipal Clerk, 3 Kirkland St. W., Kirkland Lake, ON P2N 3P4, by telephone at 705-567-9361, Ext. 238, or by email to clerk@tkl.ca.

CERTIFICATE OF COMPLIANCE

Pursuant to Section 270 (1) of the *Municipal Act*, 2001, S.O. 2001, c.25, as amended, in the disposition of land described as:

(Full description may be attached)

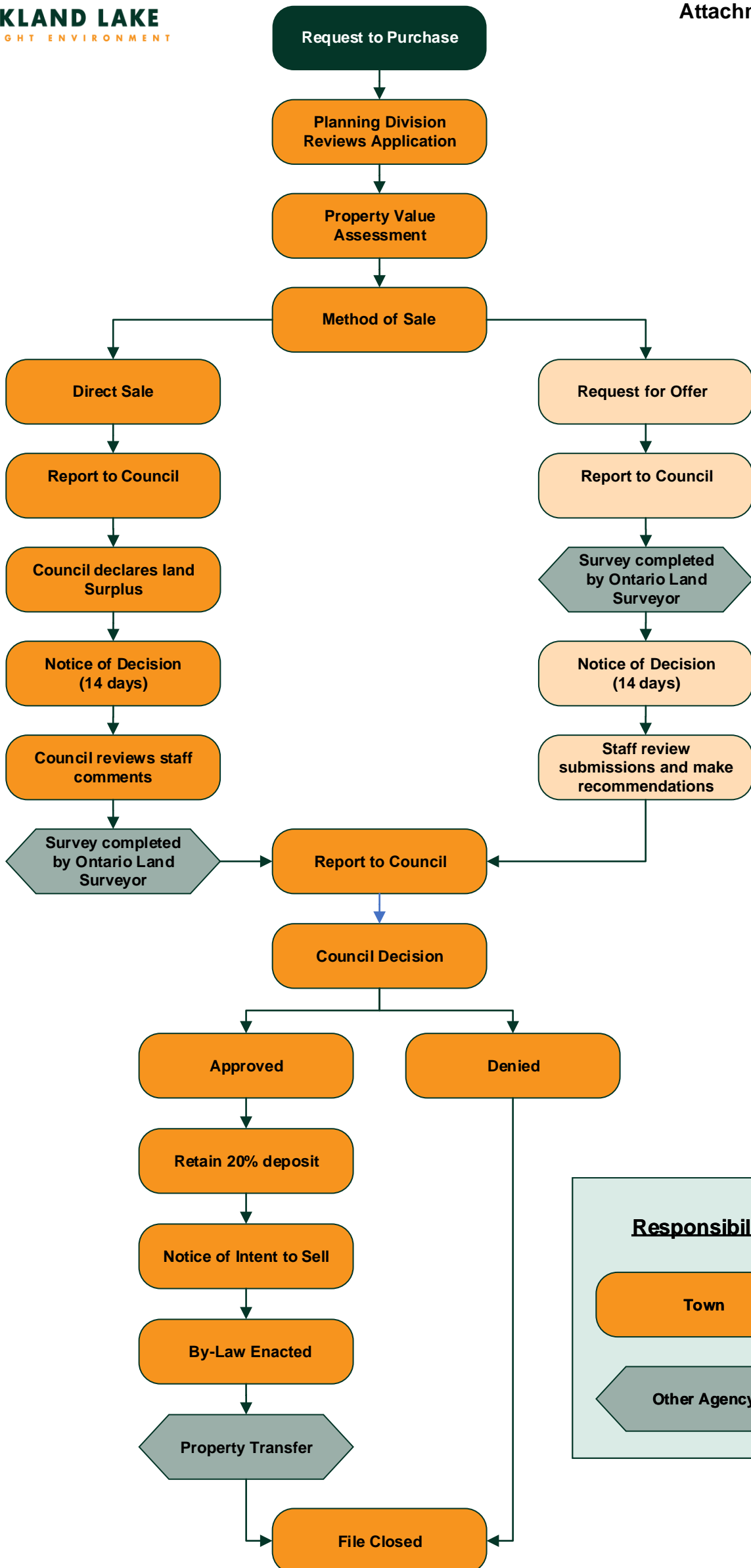
I, _____, Municipal Clerk of The Corporation of the Town of Kirkland Lake certify as follows:

1. **THAT** the Council of The Corporation of the Town of Kirkland Lake enacted Policy No. DEV2024-0###. on _____ being a Policy establishing procedures on _____, replacing and repealing By-Law No. 09-064
2. **THAT** this Policy was in full force and effect on the date of the sale of the land described above.
3. **THAT** a valuation of the fair market value of the land was obtained on _____ . **OR**
4. **THAT** the land sale is exempt from the requirement to obtain an appraisal of its fair market value under the following exemption:
5. **THAT** Public Notice of intent to sell the land was given on the following dates and by the following methods:
Posted to the Town Website:
Circulated to News Media:
Publish in the Northern News:
Daily TKL Update (CJKL Radio):
TKL Municipal Update (Monthly):

Municipal Clerk

Date

I have the authority to bind the Corporation.



Responsibility

- Town
- Other Agency



KIRKLAND LAKE
THE RIGHT ENVIRONMENT

DECLARATION OF SURPLUS LAND

(ADDRESS)

Pursuant to the Town of Kirkland Lake's Notice Policy and Sale and Other Disposition of Land By-Law,

NOTICE is hereby given that at a regular meeting held on _____ the Council of The Corporation of The Town of Kirkland Lake resolved and declared the following municipal lands to be surplus:

Lot__ of Plan M__T, Parcel _____ CST, former Township of Teck, now in the Town of Kirkland Lake, in the District of Timiskaming, described as Part(s)___ on Plan 54R-_____

(LAST NAME – ADDRESS – Roll Number: 5468-000-0##-#####)

AND FURTHER THAT Council intends to dispose of the above-noted surplus lands by way of **DIRECT SALE/REQUEST FOR OFFERS/REAL ESTATE LISTING** in accordance with By-Law 24-0xx.

An illustration depicting the affected property is available for viewing in the Clerk's Office at the Municipal Office during regular business hours.

DATED this ____ day of _____ 20__.

Municipal Clerk, Dipl. M.A.
Town of Kirkland Lake
3 Kirkland Street West, Kirkland Lake, ON P2N 3P4
Tel: 705-567-9361, Ext. 238

Email: clerk@tkl.ca



KIRKLAND LAKE
THE RIGHT ENVIRONMENT

NOTICE OF INTENT TO DISPOSE OF SURPLUS LAND

(ADDRESS)

Pursuant to the Town of Kirkland Lake's Notice Policy and Sale and Other Disposition of Land By-Law,

NOTICE is hereby given that at a regular meeting held on _____ the Council of The Corporation of The Town of Kirkland Lake resolved and declared the following municipal lands to be surplus:

Lot__ of Plan M__T, Parcel _____ CST, former Township of Teck, now in the Town of Kirkland Lake, in the District of Timiskaming, described as Part(s)___ on Plan 54R-_____

(LAST NAME – ADDRESS – Roll Number: 5468-000-0##-#####)

AND FURTHER THAT Council intends to dispose of the above-noted surplus lands by way of negotiations/private sale in accordance with By-Law 24-0xx.

The proposed by-law will come before the said Council for consideration at its regular meeting to be held in the Council Chambers at 3 Kirkland Street West, Kirkland Lake, Ontario on Tuesday, _____, 20__, at 4:40 PM.

An illustration depicting the affected property is available for viewing in the Clerk's Office at the Municipal Office during regular business hours.

DATED this ____ day of _____ 20__.

Municipal Clerk, Dipl. M.A.
The Corporation of the Town of Kirkland Lake
3 Kirkland Street West, Kirkland Lake, ON P2N 3P4
Tel: 705-567-9361, Ext. 238
Email: clerk@tkl.ca

