

The Administration reviewed policies related to the leasing to Community or Non-Profit Organizations (NPOs) employed by other municipalities and summarized them below:

City of Calgary

Lease/License of Occupation to Community Organizations Policy # CSPS011 (Calgary Recreation Business Unit Policy)

- Provides the framework in leasing/licensing City-owned land to community associations and social recreation organizations at a minimal cost, to serve the needs of Calgarians.
- Defines what constitutes a community association and social recreation organization, which generally is a non-profit that provides services and programming to the public, and must be available for public use and/or participation in accordance with the Public Use Policy (CSPS046).
- The land leased/licensed under this policy is typically to a maximum of 3 acres and may include community buildings, parking lots, or other facilities or structures.
- Lease/licenses approved under this policy are for a maximum term of 15 years, and are at a fee of \$10/year.
- Groups must submit a lifecycle study within one year of a new agreement or building a new structure.
- City to approve any construction that costs more than \$50,000 or requires a development permit.

Public Use Policy (Calgary Recreation Business Unit)

- This policy sets guidelines that community associations and social recreation organizations must comply with when leasing/licensing City-owned lands

NOTE: City of Calgary policies regarding the leasing/licensing of City-owned land are aimed at providing a benefit to the community by way of a “partnership” in providing services/programming. They are in no way similar to the ILIP, and do not address religious groups.

City of Edmonton

Non-Profit Leasing Guidelines

- The guidelines specifically state that they do apply to certain existing facilities and management/operating agreements (when the organization is operating the facility on behalf of the City).
- They do not apply to NPOs where the property is used for commercial, semi-commercial, or religious assembly purposes.

- The guidelines do not apply to leases where the NPO proposes to construct or has constructed a facility of unique or complex nature, as these are dealt with on an individual basis.

City of Mississauga

Acquisition and Disposal of Interests in Real Property Policy

The policy states that the City may entertain proposals for public-private partnerships to erect a permanent structure on lands owned or leased by the City, provided the proposal is reviewed, evaluated and ultimately approved by Admin, then approved by Council.

City of Surrey

Policy for Leasing and Selling Properties to Non-Profit Organizations (this may be the proposed policy)

- Section 5.3 gets into the site suitability and mentions that the City will determine whether a proposal to lease vacant lands is suitable for a particular use by considering site size, topography, etc. and the projected plans for the lands.
- The policy notes that if the organization is one whose programs and services are highly supported by the City under the Eligibility Criteria, they shall pay a nominal sum of \$1.00/year. If the programs are not supported, full rent. The level of assistance is to be determined by the score under the evaluation model.
- The policy notes that in respect to a long-term lease where the organization intends to understand Capital Improvements, still will work with the organization's representatives to determine the appropriate level of assistance throughout the lease term. Plans are approved by the City.

City of Winnipeg

Policy on the Sale/Lease of City Lands to Non-Profit Organizations

The Administration was unable to locate the actual policy, but the report linked from the Vancouver Study notes that they have received requests from NPOs, including religious organizations. However, they also have eligibility requirements that include addressing City needs and public access and benefit. In instances where lands are made available at less than market rent, they revert back to the City upon conclusion of the economic life of the project.