



***M. D. OF GREENVIEW NO. 16***  
**POLICY & PROCEDURES MANUAL**

Section:  
**ADMINISTRATION**

**POLICY NUMBER: AD 32**

**POLICY TITLE: MUNICIPAL RESERVE LAND INSPECTION**

**Page 1 of 1**

**Date Adopted by Council / Motion Number:**

**11.10.558**

**PURPOSE:**

To inspect municipal, school, environmental reserve, and public utility lots to ensure the land is used for the purpose it was designated.

**POLICY:**

The Municipal District will annually inspect all its municipal, school, environmental reserves and public utility lots for condition, hazards, obstructions or non-compliance or other issues and rectify those when found.

1. Annually, the C.A.O. will provide a summary report of all municipally owned property to Council for their information.

(Original signed copy on file)

**REEVE**

**C.A.O.**

**POLICY TITLE: PROCEDURES FOR MUNICIPAL RESERVE  
LAND INSPECTION**

**Page 1 of 1**

**Date Adopted by Council / Motion Number:**

**11.10.558**

**PROCEDURE:**

1. Annually, Administration will designate the appropriate staff to inspect Municipal, school, environmental reserves, and public utility lots.
2. Staff members inspecting the municipally owned land will provide a written report to the C.A.O.
3. The written report will document any hazards, obstructions, condition of the property, or any other non-compliance issues.
4. The C.A.O. will take the appropriate steps to correct the non-compliance issue as necessary.

(Original signed copy on file)  
C.A.O.