



## **AGENDA ITEM**

### **Appointment of Subdivision & Development Appeal Board Members (SDAB) Local and Composite Assessment Review Board Members (LARB/CARB)**

August 8, 2019

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#### **BACKGROUND**

Currently the Subdivision and Development Appeal Board (SDAB) and the Local Assessment Review Board (LARB) and the Composite Assessment Review Board (CARB) are appointed on a yearly basis.

At this time it is being recommended that these Boards be appointed for a two-year (2) term which coincides with the appointment of Council Committees, Commissions and Boards.

The SDAB carries out duties required under County Bylaw No. 1212/15 to hear subdivision and development appeals. LARB and CARB hear and make decisions on property assessment complaints pursuant to Bylaw No. 1284/18.

The term of office for SDAB appointments is also identified under Policy CC(3) Duties of Committees, Commissions and Boards.

#### **ANALYSIS**

In order to move forward with advertising for the SDAB, LARB and CARB in the County News and other local papers Bylaws 1212/15 and 1284/18 will require amendments. Policy CC(3) will also require minor amendments.

Bylaw No. 1303/19 will rescind Bylaw No. 1212/15  
Bylaw No. 1304/19 will rescind Bylaw No. 1284/18

Attached are Bylaw Nos. 1303/19 and 1304/19 reflecting the amendments. Policy CC(3) is also attached with amendments highlighted.

#### **BUDGET IMPLICATIONS:**

Per diem, mileage and professional development fees paid to Board members.

#### **LEGISLATIVE RESPONSIBILITIES:**

Section 627(1) of the Municipal Government Act states – A Council must by bylaw

- (a) establish a Subdivision or Development Appeal Board, or
- (b) authorize the municipality to enter into an agreement with one or more municipalities to establish an intermunicipal subdivision and development appeal board, or both.

Section 627(3) Despite section 146,

- (a) in the case of Subdivision and Development Appeal Board formed under subsection (1)(a), councillors may not form the majority of the board or the majority of the board or a committee hearing and appeal.

Section 627(4) The following persons may not be appointed as members of a Subdivision and Development Appeal Board:

- (a) an employee of the municipality;
- (b) a person who carries out subdivision or development powers, duties and functions on behalf of the municipality; and
- (c) a member of a municipal planning commission.

## **STRATEGIC PLAN**

### **KEY PRINCIPLE STATEMENT:**

We approach the role of providing the best possible level of municipal services for our citizens through a base of collaborative and supportive teamwork.

### **KEY SUCCESS MEASURE STATEMENT:**

Delegating decision making to the most appropriate level.

## **RECOMMENDATION**

That Council give first, second and third readings to Bylaw Nos. 1303/19 and 1304/19.

That Council approve Policy CC(3) Duties of Committees, Commissions & Boards as amended.

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