



BYLAW

Bylaw Number: 905/20

Bylaw Name: **Subdivision and Development Authority/Municipal Planning Commission Bylaw**

A BYLAW OF THE MUNICIPALITY IN THE PROVINCE OF ALBERTA, TO ESTABLISH A MUNICIPAL SUBDIVISION AND DEVELOPMENT AUTHORITY AND MUNICIPAL PLANNING COMMISSION.

WHEREAS, the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 as amended (MGA) requires the municipality to adopt a bylaw to establish a municipal Subdivision Authority and a municipal Development Authority;

WHEREAS, the Subdivision Authority is authorized to make decisions on applications for subdivision approval;

WHEREAS, the Development Authority is authorized to make decisions on applications for development;

WHEREAS, the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 as amended permits the municipality to adopt a bylaw to establish a Municipal Planning Commission to act as the municipal Subdivision Authority and Development Authority;

AND WHEREAS, this bylaw may be cited as the Town of Bassano Subdivision and Development Authority/Municipal Planning Commission Bylaw;

NOW THEREFORE, the Council of the Town of Bassano in the Province of Alberta duly assembled, enacts as follows:

1. DEFINITIONS

- (a) **Authorized person** means a person, organization, or regional services commission authorized by the Council to which the municipality may delegate any of its Subdivision Authority and/or Development Authority powers, duties or functions.
- (b) **Council** means the Municipal Council of the Town of Bassano.
- (c) **Designated Officer** means a person or persons authorized to act as the designated officer for the municipality as established by bylaw.
- (d) **Development Officer** means a person or persons authorized to act as the development officer for the municipality as established by the Town of Bassano Land Use Bylaw.
- (e) **Members** means the persons appointed to the Municipal Planning Commission
- (f) **Municipal Planning Commission** means the persons appointed to exercise and perform Development Authority and Subdivision Authority powers and duties on behalf of the Town of Bassano as are specified:
 - (i) in the MGA, or

- (ii) in the Town of Bassano Land Use Bylaw, or
 - (iii) in this bylaw, or
 - (iv) by resolution of Council.
- (g) **MGA** means the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended from time to time.
- (h) **Municipality** means the Town of Bassano in the Province of Alberta.
- (i) **Secretary** means the person or persons appointed by Council to act as secretary of the Municipal Planning Commission.
- (j) **Subdivision and Development Authority** means the person or persons appointed to exercise subdivision and development powers and duties as are specified:
- (i) in the MGA, or
 - (ii) in the Town of Bassano Land Use Bylaw, or
 - (iii) in this bylaw, or
 - (iv) by resolution of Council.
- (k) All other terms used in this bylaw shall have the meaning as is assigned to them in the Municipal Government Act, as amended from time to time.
2. This bylaw hereby establishes a Subdivision and Development Authority and Municipal Planning Commission in accordance with the MGA.
 3. For the purpose of this bylaw, the Subdivision and Development Authority for the municipality shall be the Municipal Planning Commission, except in such instances whereby the Development Officer may be the Development Authority in accordance with the Land Use Bylaw. The Development Officer and the Municipal Planning Commission are authorized to act as Designated Officer for the purposes of the Land Use Bylaw.
 4. The Municipal Planning Commission shall be comprised of seven (7) members, six (6) of whom shall be an elected member of Council and one (1) of whom shall be appointed by Council from the citizens of the Town at large. Council may appoint one (1) alternate member to the Municipal Planning Commission from the elected members of Council and as many alternate members as deemed appropriate by Council from the citizens at large.
 5. Appointments to the Municipal Planning Commission shall be made by resolution of Council.
 6. Appointments to the Municipal Planning Commission shall be made for a minimum term of one (1) year and a maximum term of four (4) years.
 7. When a person ceases to be a member of the Municipal Planning Commission before the expiration of his/her term, Council shall, by resolution, appoint another person for the unexpired portion of that term.
 8. Should an elected official not remain as a member of Council then he/she ceases to be a member of the Municipal Planning Commission. Council shall, by resolution, appoint another elected official for the unexpired portion of that term.

9. After the organizational meeting of Council each year, the members of the Municipal Planning Commission shall elect one of themselves as chairman, and one of themselves as vice-chairman to hold office for a term of one (1) year.
10. Each member of the Municipal Planning Commission shall be entitled to such remuneration, travelling, and living expenses as may be fixed from time to time by Council; and the remuneration, travelling, and living expenses shall be paid by the Town of Bassano.
11. Council shall appoint a secretary who shall be an employee of the municipality and shall attend all meetings of the Municipal Planning Commission, but shall not vote on any matter before the Municipal Planning Commission.
12. The Municipal Planning Commission shall hold regular meetings at least 12 times a year on a date to be determined by the Municipal Planning Commission unless there are no agenda items and it may also hold special meetings at any time at the call of the chairman or vice-chairman.
13. Four (4) members of the Municipal Planning Commission shall constitute a quorum.
14. The decision of the majority of the members present at a meeting shall be deemed to be the decision of the whole Municipal Planning Commission.
15. The Municipal Planning Commission may make rules to govern meetings.
16. Members of the Municipal Planning Commission shall not be members of the Subdivision and Development Appeal Board.
17. The secretary shall attend all meetings of the Municipal Planning Commission and shall carry out the administrative duties of preparing agendas, minutes, record retention and any other matters directed by the Municipal Planning Commission and the Chief Administrative Officer.
18. The Subdivision and Development Authority may make orders, decisions, development permits, and approvals, and may issue notices with or without conditions.
19. The Council of the Town of Bassano may delegate any of its subdivision authority or development authority powers, duties or functions to an authorized person.
20. This bylaw shall come into effect upon third and final reading thereof.
21. Bylaw No. 839/12, being a bylaw of the Town of Bassano in the province of Alberta to establish a municipal Subdivision and Development Authority/Municipal Planning Commission, and amendments thereto is hereby rescinded.

READ a **first** time this 13 day of July, 2020.



Mayor – Ron Wickson



Chief Administrative Officer – Amanda Davis

READ a **second** time this 13 day of July, 2020.



Mayor – Ron Wickson



Chief Administrative Officer – Amanda Davis

READ a **third** time and finally PASSED this 13 day of July, 2020.



Mayor – Ron Wickson



Chief Administrative Officer – Amanda Davis