

## **BYLAW NO. 99-2004**

### **A BYLAW OF THE SUMMER VILLAGE OF SUNRISE BEACH, IN THE PROVINCE OF ALBERTA, TO ESTABLISH A SUBDIVISION AND DEVELOPMENT APPEAL BOARD IN ACCORDANCE WITH THE PROVISIONS OF THE MUNICIPAL GOVERNMENT ACT.**

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**WHEREAS**, Section 627 of the Municipal Government Act, R.S.A. 2000, requires each municipality to establish a Subdivision and Development Appeal Board,

**NOW THEREFORE**, the Council for the Summer Village of Sunrise Beach hereby establishes a Subdivision and Development Appeal Board in accordance with the following provisions:

1. That the Board known as the Subdivision and Development Appeal Board for the Summer Village of Sunrise Beach (hereinafter called "the Board") is established.
2. The Board shall be comprised of members of the Joint Appeal pool established through agreement with Summer Villages within Lac Ste. Anne County;
  - a) The Summer Village shall supply a minimum of one (1) member, appointed by resolution of Council, to the Joint Appeal pool;
  - b) No person who is a Development Officer or a member of a Municipal Planning Commission shall be appointed to act as a member of the Joint Appeal Board;
  - c) Each member shall be appointed for a term not exceeding three (3) years and may be re-appointed upon the expiry of its members;
  - d) Any vacancy caused by the death, retirement or resignation of a member shall be filled by resolution of Council;
  - e) A member shall not be disbanded or discharged without cause.
3. A quorum at any one meeting of the Board shall include a minimum of three (3) members.
4. Only those Members of the Board present at a meeting of the Board may vote on any matter before the Board.
5. The Board shall prepare and maintain a record of written minutes of the business transacted at the meetings of the Board.
6. The Board shall hold such meetings as are necessary to fulfill the Board's responsibilities.
7. The Board shall conduct its meetings in a manner consistent with the provisions of this By-law, the Land Use Bylaw, any relevant Statutory Plan, and the Municipal Government Act, R.S.A., 2000.
8. The remuneration, traveling, and other expenses of the Board members and the Secretary of the Subdivision and Development Board shall be established by the Summer Village of Sunrise Beach Council.
9. The setting of fees for any matter coming before the Board shall be established by the Summer Village of Sunrise Beach Council.
10. The refunding of any fees for appeals heard by the Board shall be at the discretion of the Summer Village of Sunrise Beach Council.
11. The Board shall elect a Chairperson from among those members of the Board who are in attendance for a meeting of the Board.

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- 12 The election of a Chairperson shall take place at the beginning of each meeting.
- 13 The administrative function of all appeals shall be performed by the Secretary of the Subdivision and Development Appeal Board.
- 14 The Secretary of the Subdivision and Development Appeal Board shall be the Municipal Administrator of the Summer Village of Sunrise Beach or his/her designate. The Municipal Administrator may designate a Secretary of the Subdivision and Development Appeal Board as required.
- 15 A person with decision-making authority for any matters before the Board shall not be a Secretary of the Subdivision and Development Appeal Board.
- 16 This Bylaw comes into effect on the date of its final reading.

**READ A FIRST TIME** the 30<sup>th</sup> day of October, AD 2004.

**READ A SECOND TIME** the 8<sup>th</sup> day of November AD 2004.

**READ A THIRD AND FINAL TIME** the 8<sup>th</sup> day of November AD 2004.

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MAYOR

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ADMINISTRATOR