

**VILLAGE OF HILL SPRING  
IN THE PROVINCE OF ALBERTA  
SUBDIVISION AND DEVELOPMENT APPEAL BOARD  
BYLAW NO. 107-277**

1. BEING a bylaw of the Village of Hill Spring in the Province of Alberta to establish a municipal Subdivision and Development Appeal Board;

AND WHEREAS, the Municipal Government Act, Chapter M-26.1, 1994 as amended from time to time requires the municipality to adopt a bylaw to establish a municipal Subdivision and Development Appeal Board by December 1, 1995;

AND WHEREAS, the Subdivision and Development Appeal Board is authorized to render decisions on appeals resulting from decisions of the Subdivision Authority or the Development Authority in accordance with the provincial land use policies, the subdivision and development regulations, the local land use bylaw and statutory plans;

AND WHEREAS, this bylaw may be cited as the Village of Hill Spring Subdivision and Development Appeal Board Bylaw;

NOW THEREFORE, the Council of the Village of Hill Spring in the Province of Alberta duly assembled, enacts as follows:

2. DEFINITIONS:
- (a) **Act** means the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended from time to time.
  - (b) **Council** means the Council of the Village of Hill Spring.
  - (c) **Member** means a member of the Subdivision and Development Appeal Board.
  - (d) **Municipality** means the Village of Hill Spring in the Province of Alberta.
  - (e) **Secretary** means the person or persons authorized to act as secretary for the Subdivision and Development Appeal Board.
  - (f) **Subdivision and Development Appeal Board** means the tribunal established to act as the municipal appeal body.
  - (g) **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.**
3. For the purpose of this bylaw, the Subdivision and Development Appeal Board shall be composed of not more than three persons who are adult residents of the Village of Hill Spring.
4. Appointments to the Subdivision and Development Appeal Board shall be made by resolution of council.
5. Appointments to the Subdivision and Development Appeal Board shall be made for a term of three years, after each municipal election.

6. The members of the Subdivision and Development Appeal Board shall elect one of themselves as chairman, and one of themselves as vice-chairman to hold office for a term of one year from the date of election.
7. Each member of the Subdivision and Development Appeal Board 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 Village of Hill Spring.
8. The council may, by resolution, appoint a secretary who shall be an employee of the municipality and shall attend all meetings of the Subdivision and Development Appeal Board, but shall not vote on any matter before the Subdivision and Development Appeal Board.
9. The Subdivision and Development Appeal Board shall hold meetings as required pursuant to the Act on a date to be determined by the Subdivision and Development Appeal Board, and it may also hold special meetings at any time at the call of the chairman.
10. Two of the members of the Subdivision and Development Appeal Board constitute a quorum.
11. There shall not be a majority of municipal councillors sitting to hear any individual appeal.
12. The decision of the majority of the members present at a meeting shall be deemed to be the decision of the whole Subdivision and Development Appeal Board.
13. The Subdivision and Development Appeal Board may make its orders, decisions, development permits, and subdivision approvals; and may issue notices with or without conditions.
14. The Subdivision and Development Appeal Board may make rules to govern its hearings.
15. Members of the Subdivision and Development Appeal Board shall not be members of the Subdivision Authority or the Development Authority.
16. When a person ceases to be a member of the Subdivision and Development Appeal Board before the expiration of his/her term the council may, by resolution, appoint another person for the unexpired portion of that term.
17. The secretary of the Subdivision and Development Appeal Board shall attend all meetings of the Subdivision and Development Appeal Board and shall keep the following records with respect thereto:
  - (a) the minutes of all meetings;
  - (b) all applications;
  - (c) records of all notices of meetings and of persons to whom they were sent;
  - (d) copies of all written representations to the Subdivision and Development Appeal Board;
  - (e) notes as to each representation;
  - (f) the names and addresses of those making representations at the meeting;
  - (g) the decision of the Subdivision and Development Appeal Board;
  - (h) the reasons for the decision of the Subdivision and Development Appeal Board;

- (i) the vote of the members of the Subdivision and Development Appeal Board on the decision;
- (j) records of all notices of decision and of persons to whom they were sent;
- (k) all notices, decisions, and orders made on appeal from the decision of the Subdivision and Development Appeal Board;
- (l) such other matters as the Subdivision and Development Appeal Board may direct.

18. This bylaw comes into effect upon third and final reading thereof.

READ a first time this 22<sup>nd</sup> day of September, 2008.

  
 Mayor – Bill Richards

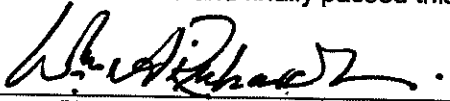
  
 Municipal Administrator – Helen Walburger

READ a second time this 22<sup>nd</sup> day of September, 2008.

  
 Mayor – Bill Richards

  
 Municipal Administrator – Helen Walburger

READ a third time and finally passed this 22<sup>nd</sup> day of September, 2008.

  
 Mayor – Bill Richards

  
 Municipal Administrator – Helen Walburger