






Subject: **Subdivision and Development Appeal Board Member at Large**  
 Meeting Date: Tuesday, December 12, 2023  
 Prepared By: Carolyn Van der Kuil, Legislative Services Coordinator  
 Presented By: Carolyn Van der Kuil, Legislative Services Coordinator

**RECOMMENDED MOTION:**

That Council appoint Ruth Purves-Smith and Jenny Scott as Members at Large to the Subdivision and Development Appeal Board until the next Kneehill County Organizational Meeting.

**STRATEGIC PLAN ALIGNMENT: (Check all that apply)**

	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

**RELEVANT LEGISLATION:**

Provincial (cite)- N/A  
 Council Bylaw/Policy (cite)- N/A

**BACKGROUND/PROPOSAL:**

The purpose of the Subdivision and Development Appeal Board is to hear all Subdivision and Development appeals.

As per the MGA, members are required to successfully complete a training program before participating in any hearing as a member of a panel of the SDAB and must complete a refresher training program every 3 years.

Administration advertised for the Members at Large positions for the Agricultural Service Board, Subdivision and Development Appeal Board and Municipal Planning Commission before the October 24<sup>th</sup>, 2023, Organizational Meeting.

We had five applicants for the Municipal Planning Commission and only two spots available. Council directed Administration to see if the candidates who were not chosen for the Municipal Planning Commission would be interested in serving on the Subdivision and Development Appeal Board. Ruth Purves-Smith and Jenny Scott were contacted, and they both were interested in serving on this board. You will find attached their applications.

They both will need to take their training before serving on this committee.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:**

- Current Representation:
- Dennis Dey
  - Steve Cullum
  - Connie Fraser
  - Lori Campion
  - Rob Park (new)



**FINANCIAL & STAFFING IMPLICATIONS:**

As per Policy # 3-3, Council Appointees Reimbursement, per diem allowance may be incurred. These expenses are included in the yearly Operating Budget.

**RECOMMENDED ENGAGEMENT:**

Directive Decision (Information Sharing, One-Way Communication)

Tools:

Individual Notification

Other:

**ATTACHMENTS:**

Bylaw 1892, Subdivision and Development Appeal Board

**COUNCIL OPTIONS:**

1. Approve both applications.
2. Approve one application.
3. Receive for Information.

**FOLLOW-UP ACTIONS:**

Will notify applicants of Council's Decision and organize appropriate training.

**APPROVAL(S):**

Mike Haugen, Chief Administrative Officer

Approved-

