



NOTICE OF MOTION

Submitted in accordance with *Procedure Bylaw C-8555-2024*

Presented By: Reeve Kissel, Division 3
Seconded By: Councillor Wright, Division 4

This notice of motion is read into the Council record on **June 17, 2025**. The motion as read into the record will be debated on **July 8, 2025**.

TITLE: **Potential Amendments to Subdivision Authority Bylaw C-8275-2022**

WHEREAS section 623 of the *Municipal Government Act* requires that Council establish a subdivision authority to exercise subdivision powers and duties on behalf of the municipality, including making decisions on subdivision applications;

AND WHEREAS pursuant to *Subdivision Authority Bylaw C-8275-2022*, Administration is designated as the subdivision authority except in certain circumstances when subdivision applications are referred to Council for a decision, specifically when:

1. the applicant requests that Council consider their subdivision application;
2. a landowner within the circulation area, a provincial agency, an adjacent municipality, or a school board objects to the application;
3. approval would require relaxation of any applicable non-statutory plan, policy, or Council-adopted standard;
4. the application does not meet the approval criteria under section 654(1) of the *Municipal Government Act*; or
5. Council passes a resolution or bylaw designating itself as the subdivision authority for applications related to a specific Land Use Bylaw amendment;



AND WHEREAS when acting as the subdivision authority, Council's discretion is limited by the *Municipal Government Act*, the *Subdivision Authority Bylaw*, and subdivision policies;

AND WHEREAS removing Council as a Subdivision Authority would allow Council to maintain its focus on strategic matters and policy development rather than on administrative decision-making;

AND WHEREAS delegating subdivision decisions to Administration would streamline the subdivision approval process, reduce application turnaround times, and support efficiency and responsiveness;

THEREFORE BE IT RESOLVED THAT Council direct Administration to prepare a report with information, analysis, and options regarding potential amendments to *Subdivision Authority Bylaw C-8275-2022* that would consider removing Council as the subdivision authority except in instances when applications are referred to Council by Administration;

AND THAT Administration report back to Council with recommendations and a draft amending bylaw for consideration by the end of Q3 2025.