

## Request for Decision

<b>Title</b>	<b>Municipal Planning Commission and Authority Bylaws – Bylaw 1589/22 (2022 Subdivision Authority Bylaw), Bylaw 1590/22 (2022 Development Authority Bylaw) and Bylaw 1591/22 (2022 General Amendments to Land Use Bylaw 1385/17) – First Readings</b>
<b>Proposed Motion</b>	<ol style="list-style-type: none"> <li>1. That Council give first reading of Bylaw 1589/22.</li> <li>2. That Council give first reading of Bylaw 1590/22.</li> <li>3. That Council give first reading of Bylaw 1591/22.</li> </ol>
<b>Administrative Recommendation</b>	That Council give first reading of Bylaws 1589/22, 1590/22, and 1591/22 to allow them to proceed to Public Hearing. The bylaws would facilitate the dissolution of the Municipal Planning Commission as directed by Council.
<b>Previous Council / Committee Direction</b>	<p><u>February 8, 2022 Regular Council Meeting</u></p> <p>Motion 033/22: That Council direct Administration to prepare and bring forward amendments to the Land Use Bylaw, Subdivision Authority Bylaw, Development Authority Bylaw, and Municipal Planning Commission Bylaw that would facilitate the dissolution of the Municipal Planning Commission.</p>
<b>Report</b>	<p><u>Background Information</u></p> <ul style="list-style-type: none"> <li>• The Municipal Planning Commission (MPC) is a Committee of Council, formed under the authority of section 625(1) of the <i>Municipal Government Act</i> (MGA) to make decisions that fall within a municipality’s jurisdiction as they relate to planning and development matters. In the Sturgeon County context, the MPC is the subdivision authority for all subdivision applications within the County and is the development and variance authority for applications where the Development Officer does not have the discretionary power to approve a development permit application.</li> <li>• The formation of a MPC is not a requirement of the MGA and is only one way in which subdivision and development decision-making authority can be established.</li> </ul> <p><u>Municipal Jurisdictional Comparison</u></p> <ul style="list-style-type: none"> <li>• Many municipal jurisdictions do not utilize an MPC to the extent that Sturgeon County does. For example, of the other 14 municipalities within the Edmonton Metropolitan Region, only Leduc County uses an MPC as the subdivision authority. Comparatively, a majority (nine)</li> </ul>

delegate the responsibility to Administration (typically the Manager/Director of Planning and Development Services). The remaining four municipalities (the Towns of Redwater, Legal, Bon Accord, and Gibbons) contract out the responsibility to an inter-municipal planning services agency: Municipal Planning Services (MPS).

- For Development and Variance Authorities, only the Town of Redwater and Lamont County use a MPC as compared to a Development Officer for decisions.

#### Dissolution of the MPC

- On February 8, 2022, Council supported the development of the proposed bylaws to facilitate the dissolution of the MPC, recognizing that this would result in quicker processing times without compromising level of service. There were several factors discussed, including:
  - Increased development permit timelines (235% longer with MPC), and subdivision processing timelines (19.9% longer with MPC) for applications heard by the MPC over time.
  - The MPC supported Administration’s development permit recommendation on 96.7% of variance files and 95.3% of subdivision files over the last five years. In one case, the MPC modified a permit approval recommendation but only by removing a proposed condition prior to approving the application.
  - MPC meetings require significant staff resources to administer and support, with expectation for increased volumes over time as new development areas continue to be approved and to commence development. The County is committed to “Red Tape Reduction” efforts to improve efficiency.
- To facilitate the dissolution of the MPC, Bylaws 1589/22, 1590/22, and 1591/22 are required:
  - Bylaw 1589/22 - Subdivision Authority Bylaw and Bylaw 1590/22 - Development Authority Bylaw – all references to the Municipal Planning Commission are to be removed. It is proposed that the Authority for all subdivision and development applications is to be the Manager of Planning & Development Services, or their designate. The Manager has discretion to refer any application to the General Manager of Development & Strategic Services for comment or decision. Decisions would be in accordance with all Council-approved bylaws or policies. The repeal of Bylaw 1524/20 (Municipal Planning Commission Bylaw) is part of Bylaw 1589/22, and the repeal of Bylaw 1338/14 (Establishment of a Development Authority) is part of Bylaw 1590/22).
  - Bylaw 1591/22 - Amendment to the Land Use Bylaw 1385/17 – references to the Municipal Planning Commission have either been replaced by the “Development Authority” or removed in their entirety. Variance powers previously ascribed to the Municipal Planning Commission have now been assigned to the Development Authority.

	<ul style="list-style-type: none"> <li>It is proposed that the bylaws / dissolution of the Municipal Planning Commission become effective July 6, 2022. This is the day following the final scheduled MPC meeting prior to Council’s scheduled summer break.</li> </ul> <p><u>External Communication</u></p> <ul style="list-style-type: none"> <li>Should Council give first reading of Bylaw 1591/22, being the required land Use Bylaw amendments, Administration will ensure public notification and advertising for the public hearing are completed in accordance with the <i>Municipal Government Act</i> (MGA) and section 3.3 (Advertising Requirements) of the Land Use Bylaw.</li> <li>Bylaws 1589/22 and 1590/22 do not require a Public Hearing, but Administration recommends that Council hold a non-statutory Public Hearing to allow the public to provide comments, if any.</li> </ul> <p><u>Relevant Policy/Legislation/Practices</u></p> <ul style="list-style-type: none"> <li>Section 623 of the MGA directs that Council must, by bylaw, provide for <ul style="list-style-type: none"> <li>a) a subdivision authority to exercise subdivision powers and duties on behalf of the municipality, and</li> <li>b) subject to section 641, a development authority to exercise development powers and perform duties on behalf of the municipality.</li> </ul> </li> <li>Section 625 of the MGA allows a council of a municipality to establish a Municipal Planning Commission.</li> </ul>
<p><b>Implication of Administrative Recommendation</b></p>	<p><u>Strategic Alignment:</u></p> <p><b>Planned Growth and Prosperity</b> - The proposed changes to the Land Use Bylaw and Subdivision Authority Bylaw would support client service and investment certainty in the County by reducing processing times for both development permits and subdivision applications.</p> <p><b>Operational Excellence</b> – The proposed amendments would streamline operational processes by reducing subdivision and development processing times providing cost-effective service delivery, while maintaining quality of service.</p> <p><u>Organizational:</u></p> <p>The proposed amendments would allow the staff resources that are currently required for Municipal Planning Commission preparation and attendance at meetings to be reallocated to support rising volumes, allowing for greater organizational efficiencies and avoidance of resource increases in this regard.</p> <p><u>Financial:</u></p> <p>Financial implications also refer to organizational resource implications / avoidance.</p>
<p><b>Alternatives Considered</b></p>	<ol style="list-style-type: none"> <li>Council could defeat the motion, resulting in the status quo, in which case the Municipal Planning Commission would remain the subdivision authority and retain a role within the development permit decision-making process.</li> </ol>

	<ol style="list-style-type: none"> <li>Council could defeat the motion and direct Administration to seek an alternative approach that differs from the status quo and the proposed motion.</li> </ol>
<b>Implications of Alternatives</b>	<p><u>Strategic Alignment:</u></p> <ol style="list-style-type: none"> <li>Client processing times and staff capacity will not be optimized.</li> <li>Strategic alignment implications will depend on the direction provided by Council.</li> </ol> <p><u>Organizational:</u></p> <ol style="list-style-type: none"> <li>Administration will continue to dedicate staff resources to support the Municipal Planning Commission.</li> <li>Organizational implications will depend on direction provided by Council.</li> </ol> <p><u>Financial:</u></p> <ol style="list-style-type: none"> <li>None.</li> <li>Financial implication will depend on the direction provided by Council.</li> </ol>
<b>Follow up Action</b>	<ol style="list-style-type: none"> <li>Schedule Public Hearings with respect to the Bylaws (Planning &amp; Development Services, June 2022)</li> </ol>
<b>Attachment(s)</b>	<ol style="list-style-type: none"> <li>Attachment 1: Bylaw 1589/22</li> <li>Attachment 2: Bylaw 1590/22</li> <li>Attachment 3: Bylaw 1591/22</li> </ol>
<b>Report Reviewed by:</b>	<p>Bonnie McInnis, Manager, Planning &amp; Development Services</p> <p>Jesse Sopko, General Manager, Corporate Services</p> <p>Travis Peter, General Manager, Development &amp; Strategic Services</p> <p>Reegan McCullough, County Commissioner – CAO</p>

## Strategic Alignment Checklist

**Vision:** *Offering a rich tapestry of historical, cultural, and natural experiences, Sturgeon County is a municipality that honours its rural roots and cultivates desirable communities. Uniquely situated to provide world-class agricultural, energy, and business investment opportunities, the County prioritizes responsible stewardship and dreaming big.*

**Guiding Principles:** Collaboration | Accountability | Flexibility | Excellence | Safety | Future Readiness | Affordability | Innovation

Community Outcome	Not consistent	Consistent	N/A
<b>Planned Growth</b>			
<ul style="list-style-type: none"> <li>Internationally competitive to attract, grow and sustain diverse businesses; tenacious focus on new growth and innovation</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Modern broadband and digital capabilities</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Low cost, minimal red-tape regulations</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Reliable and effective infrastructure planning; comprehensive land use and infrastructure planning</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Thriving Communities</b>			
<ul style="list-style-type: none"> <li>Beautiful, surprising places with high standards; integrated natural spaces &amp; trail systems; healthy and resilient</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Engaging cultural, historical, and civic amenities; strong community identity and pride</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Safe, welcoming, and diverse communities; small community feel and personal connection; commitment to high quality of life</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Environmental Stewardship</b>			
<ul style="list-style-type: none"> <li>Clean air, land, and water; Carbon neutral municipal practices; circular economy opportunities</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Conservation of natural areas and agricultural lands; enhanced greening and biodiversity; safekeeping ecosystems</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Sustainable development; partnerships with industry and others to drive emission reductions</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Collaborative Governance</b>			
<ul style="list-style-type: none"> <li>Predictable and stable external relationships; volunteer partnerships</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Meaningful connections with Indigenous communities</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Ongoing community consultation and engagement; transparent and action-oriented decision making based on sound rationale</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>Respectful and informed debate; clear and supportive governance processes</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Operational Excellence</b>			
<ul style="list-style-type: none"> <li>Engaged and effective people – Council, Admin and Volunteers; continuous learning and improvement mindset; nimble and bold, with strong leadership</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Quality cost-effective service delivery; robust procurement and operational practices and policies; asset management and performance measurement; careful debt and reserve stewardship; long-term financial planning and sustainability</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Future focused thinking to proactively respond to emerging opportunities and challenges</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Alternative revenue generation and service delivery models integrated strategic and business planning</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>