

BYLAW 37-2019

STRATHCONA COUNTY

A BYLAW TO ESTABLISH THE PLANNING AND DEVELOPMENT RED TAPE REDUCTION TASK FORCE.

AS:

- A. Section 145 of the *Municipal Government Act* provides that a council may pass bylaws in relation to the establishment and function of council committees and other bodies;
- B. Section 153 of the *Municipal Government Act*, the Mayor is a member of all Council committees unless specifically excluded; and
- C. it is desirable to establish a Planning and Development Red Tape Reduction Task Force.

Council enacts:

Part I – Purpose, Definitions, and Interpretation

- | | | |
|----------------|---|--|
| Short title | 1 | This bylaw may be cited as the "Planning and Development Red Tape Reduction Task Force Bylaw". |
| Purpose | 2 | The purpose of this bylaw is to establish a council committee known as the Planning and Development Red Tape Reduction Task Force, and to prescribe a mandate, terms of reference, composition and procedural rules for the Committee. |
| Interpretation | 3 | The following rules apply to interpretation of this bylaw: <ul style="list-style-type: none">(a) The marginal notes and headings in this bylaw are for reference purposes only;(b) If there is a conflict between a provision of this bylaw and an enactment, the enactment governs;(c) Any reference to an enactment or bylaw includes all amendments or successor enactments or bylaws, and applicable regulations or orders established under the enactment or bylaw; and(d) Actions authorized by this bylaw must be performed in compliance with all applicable trade agreements and treaties, enactments, bylaws, and the County's policies and procedures. |
| Definitions | 4 | In this bylaw, words have the meaning given to them in this section, but if not defined in this bylaw, they have the same meaning as under the <i>Municipal Government Act</i> : <ul style="list-style-type: none">(a) "Act" means the <i>Municipal Government Act</i>, RSA 2000, c M-26;(b) "Chief Commissioner" means the Chief Administrative Officer for the County or delegate;(c) "Committee" means the Red Tape Reduction Task Force;(d) "Council" means the elected governing body of the County; |

- (e) "Councillor" means an individual elected to Council, including the Mayor; and
- (f) "County" means the specialized municipality and municipal corporation of Strathcona County, established under Order 761/95 pursuant to the Municipal Government Act.

Part II – Establishment, Mandate, and Terms of Reference

- | | | |
|--------------------|---|---|
| Establishment | 5 | The Planning and Development Red Tape Reduction Task Force is established as a Council committee. |
| Mandate | 6 | The Committee will meet regularly to identify opportunities to streamline departmental operations and increase efficiencies related to the County's Planning and Development Services' permitting process. |
| Terms of Reference | 7 | <p>The Committee will fulfill its mandate by:</p> <ul style="list-style-type: none"> (a) Reviewing the current permitting process, the various legislated requirements, any impediments to efficiency, and identify any opportunities for improving the current process; (b) Conducting a cross jurisdictional review of the permitting process to understand how Strathcona County compares to other municipalities in the region; (c) Receiving stakeholder presentations on the permitting process; and (d) Preparing a final report on findings, which will include any recommendations to Administration or Council, as appropriate, on process improvement. |

Part III – Membership and Quorum

- | | | |
|----------------------|----|---|
| Members and voting | 8 | <p>Council will appoint up to nine (9) voting members of the Committee, including:</p> <ul style="list-style-type: none"> (a) representatives of the Urban Development Institute; (b) representatives of the Sherwood Park Chamber of Commerce; (c) representatives with expertise in the hotel or restaurant industry; (d) representatives of the engineering industry; and (e) a representative of the general public. |
| Mayor not a member | 9 | The Mayor is not a member of the Committee. |
| Chair and Vice-chair | 10 | The Committee will elect a Chair and Vice-Chair from among its voting members. |
| Chair's Duties | 11 | The Chair will preside at all Committee meetings and decide all points of order that may arise. If the Chair is unable to perform the Chair's duties, the Vice-Chair will perform those duties. |
| Quorum | 12 | A majority of voting members of the Committee are required for quorum at a Committee meeting. |

Part IV – Procedures

- Procedures 13 The Committee will follow the meeting procedures set out in the County’s Meeting Procedures Bylaw.
- Public Meetings 14 Committee meetings will be held in public unless the meeting is closed for reasons permitted by the Municipal Government Act.

Part V – Chief Commissioner’s Role

- Chief Commissioner 15 The Chief Commissioner is not a member of the Committee and cannot vote on any matter before the Committee.
- Chief Commissioner duties 16 The Chief Commissioner will perform the following duties and functions for the Committee:
 - (a) Publish the Committee’s meeting schedules and notices;
 - (b) Provide technical, administrative, meeting space, meeting management and other supports to the Committee as required for its meetings; and
 - (c) Manage the Committee’s minutes and records.

Part VI – General

- Repeal 17 The Committee terminates and this Bylaw is repealed the earlier of thirty days after the day that the Committee delivers its final report on Red Tape Reduction to Priorities Committee or Council or 18 months after this Bylaw is passed.

First reading: _____
Second reading: _____
Third reading: _____

Date Signed: _____

Mayor

Director, Legislative and Legal Services