



**BYLAW NO. 14.19**

*BEING A BY-LAW OF YELLOWHEAD COUNTY FOR THE PURPOSE OF ESTABLISHING A  
SUBDIVISION AUTHORITY AND SETTING FORTH THE DUTIES AND RESPONSIBILITIES  
THEREOF*

**WHEREAS**, Section 623 of the Municipal Government Act, Chapter M 26, R.S.A., 2000, provides that a Council must by bylaw, establish a Subdivision Authority;

**AND WHEREAS**, the Council of Yellowhead County wishes to adopt the Subdivision Authority Bylaw on the terms and conditions hereinafter set forth;

**NOW THEREFORE**, the Council of Yellowhead County duly assembled, enacts as follows:

**1. Definitions**

In this Bylaw:

- a) "Act" means the Municipal Government Act, R.S.A., 2000, Chapter M-26, and amendments thereto;
- b) "Applicant" means any person who has applied for a subdivision approval;
- c) "Authority" means the Subdivision Authority of Yellowhead County established pursuant to this Bylaw;
- d) "Chief Administrative Officer" means the employee appointed as Chief Administrative Officer.
- e) All other terms used in this Bylaw shall have the meaning assigned to them by the Act to the extent that the said meaning differs from the ordinary meaning of such terms.



**2. Subdivision Authority**

- a) The Council of Yellowhead County (excluding those Councillors who are appointed to the Subdivision and Development Appeal Board) or the Chief Administrative Officer are appointed the Subdivision Authority for the County.

**3. Functions and Duties of the Authority**

- a) The Subdivision Authority shall exercise subdivision powers and duties on behalf of Yellowhead County, in accordance with Part 17 of the Act.
- b) The Chief Administrative Officer shall act as a Subdivision Authority for simple and straightforward subdivision application approvals and, mandatory subdivision application refusals only as prescribed and defined by County policies and bylaws, in respect of lands within the boundaries of Yellowhead County.
- c) Applications shall be referred to Yellowhead County Council for decision as Subdivision Authority, at the request of the applicant or if three (3) or more letters of concern have been received from the adjacent landowners regarding the proposed subdivision. In addition, the Chief Administrative Officer reserves the right to refer any application to Yellowhead County Council for decision as Subdivision Authority, should there be questions or concerns regarding compliance with legislation, bylaws or policy, or where additional public input may be required.
- d) The Chief Administrative Officer or their delegate are hereby authorized to sign the written decisions of the Subdivision Authority. The Chief Administrative Officer may delegate the powers, duties and functions of the Subdivision Authority to any other person.
- e) All plans of subdivision or other instruments may be endorsed by either the Chief Administrative Officer or their delegate, on behalf of the Subdivision Authority.



**4. Repeal**

- a) Bylaw No. 36.07 is hereby repealed.

This bylaw comes into force at the beginning of the day that it is passed in accordance with Section 189 of the Municipal Government Act, R.S.A., 2000.

READ a first time this 13 day of August, A.D., 2019.

READ a second time this 13 day of August, A.D., 2019.

READ a third time this 13 day of August, A.D., 2019.

A large, stylized handwritten signature in blue ink, likely belonging to Mayor Gerald Soroka, written over a horizontal line.

Mayor, Gerald Soroka

A handwritten signature in blue ink, likely belonging to Chief Administrative Officer Jack Ramme, written over a horizontal line.

Chief Administrative Officer, Jack Ramme