



# REQUEST FOR DECISION

---

SUBJECT:	<b>Appointment as Subdivision and Development Appeal Board (SDAB) Clerk</b>		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	May 13, 2025	CAO: WU	MANAGER: SS
DEPARTMENT:	CORPORATE SERVICES	DIR: EK	PRESENTER: HH
STRATEGIC PLAN:	Governance	LEG: SS	

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act, R.S.A 2000, Chp. M-26, s. 627.1 and s.671.1(1)

**Council Bylaw/Policy** (cite) – Bylaw 22-916 “Subdivision and Development Appeal Board Bylaw”

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint Hamzeh Hassanein as a clerk to the Subdivision and Development Appeal Board.**

---

## BACKGROUND/PROPOSAL:

To fulfil its statutory obligations, Greenview requires clerks to organize subdivision and development appeal hearings. As well, Council must appoint or authorize the appointment of one or more clerks of the Subdivision and Development Appeal Board (SDAB).

The SDAB currently has one clerk and is requesting the appointment of a second to ensure there is always a clerk available.

On April 9, 2025, Hamzeh Hassanein completed an approved SDAB training organised by Reynolds Mirth Richards & Farmer.

Therefore, Administration is requesting Council appoint Hamzeh Hassanein as a Subdivision and Development Appeal Board clerk to ensure Greenview can organize future development and subdivision appeals.

---

## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting of the recommended motion is that it will permit Greenview to meet its statutory obligations to organize SDAB meetings.
- 

## DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

---

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to alter or deny the recommended motion, however this is not recommended because Greenview requires SDAB clerks to organize the appeal board in the event of a subdivision or development permit appeal.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

There are no follow up actions to the recommended motion.

---

**ATTACHMENT(S):**

- Hamzeh Hassanein letter of SDAB training completion.

**Municipal Government Act (s. 627.1):**

*Appeal board established*

*627(1) A council must by bylaw*

*(a) establish a subdivision and development appeal board, or*

*(b) authorize the municipality to enter into an agreement with one or more municipalities to establish an intermunicipal subdivision and development appeal board,*