

# Report

Date 10/15/2025

File: n/a

Subject Scheduling of a Public Hearing

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## PURPOSE

To request that Council schedule a Public Hearing for December 3, 2025.

## BACKGROUND

In order to allow for a decision on Zoning Amendment Bylaw No. 4038 (for the purpose of increasing the maximum number of residents permitted in an assisted living facility from 10 to 20 at 6682 Norcross Road) prior to the end of the year, an additional public hearing date will be required. In addition to the timelines requested by the applicants, public hearings are scheduled for November 19 and December 17, 2025, some of which are anticipated to generate significant public interest. There is a concern that the Council Chambers and available overflow space may be inadequate to accommodate the anticipated number of members of the public who may want to attend these meetings, particularly if another hearing which may be of significant public interest is scheduled at the same time. Additionally, it is anticipated that if these public hearings are held simultaneously, the hearing will be quite lengthy, and it is imperative that everyone who wishes to speak to the proposed bylaws be given the opportunity to do so.

## DISCUSSION

The Council Procedures Bylaw section 4.1 states, "meetings for conducting a Public and Statutory Hearing Meeting shall be held on the third Wednesday of each month at 7:00 p.m., unless otherwise resolved by Council."

Due to space constraints within Council Chambers, to accommodate the applicant's timelines, and to respect the time of members of the public wishing to participate in the Public Hearings as well as Council and staff time, it is proposed that Council resolve to hold a Public Hearing at 7:00 p.m. on December 3, 2025, for Zoning Amendment Bylaw No. 4038, 2025 (Together We Can).

Statutory notice of the Public Hearing will be provided in accordance with the requirements of the *Local Government Act*.

## OPTIONS

1. **(Recommended Option)** THAT Council directs staff to schedule a public hearing for December 3, 2025, at 7:00 p.m., for Bylaw No. 4038.
  - This would allow this bylaw to proceed to Public Hearing on December 3 rather than December 17.

2. THAT Council declines to schedule a public hearing for December 3, 2025.
- Bylaw No. 4038 will go to public hearing on December 17, 2025 and if granted third reading will come to Council for adoption in early 2026.

**IMPLICATIONS**

It is within Council’s purview to direct staff to schedule public hearings at times other than those indicated in the Council Procedures Bylaw.

Resolving to hold an additional public hearing will enable Bylaw 4038 to be considered for adoption before the end of 2025, potentially allowing for a more efficient use of time and space during the public hearing.

If Council decides not to schedule an additional public hearing, the applicants will not receive a decision prior to the end of the year. The meeting on December 17 may be quite lengthy and crowded, or one or more of the public hearings will need to be delayed until the January 21, 2026 meeting. This would cause delays for developers and could lead to challenges in meeting legislative requirements for the Official Community Plan amendments required to comply with Bill 44.

**RECOMMENDATION**

THAT Council directs staff to schedule a public hearing for December 3, 2025, at 7:00 p.m., for Bylaw No. 4038.

Report prepared by:



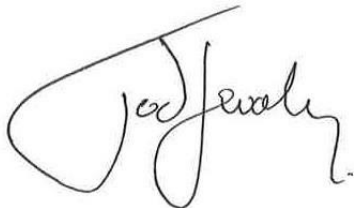
Amanda J. Young, MCIP, RPP  
Director, Planning and Building

Report reviewed by:



George Farkas  
General Manager, Planning, Development and  
Community Services

**Approved to be forwarded to Council:**



Ted Swabey  
Chief Administrative Officer