

# MUNICIPALITY OF THE COUNTY OF KINGS

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## **BY-LAW # 55**

### **PLANNING ADVISORY COMMITTEE BY-LAW**

1. This By-Law will be known as and may be cited as the "Planning Advisory Committee By-Law".
2. The Council of the Municipality of the County of Kings hereby establishes a committee to be known as the Planning Advisory Committee which shall advise the Council on matters of planning.
3. The Committee shall be composed of eight (8) members, who shall be appointed by the Council as follows:
  - (a) five councillors;
  - (b) three non-councillors who are residents of the Municipality and who shall be appointed on the following basis: one member from each of the Western, Central, and Eastern areas of the Municipality, as shown on Schedule "A".
4.
  - (1) The councillors who may be appointed to the Committee shall hold office for one year from the date of their respective appointments;
  - (2) Other members of the Committee shall hold office for a period of two years from the date of their respective appointments;
  - (3) Any member of the Committee is eligible for reappointment;
  - (4) A member appointed under clause (a) of Section 3, who ceases to be a member of Council, shall cease to be a member of the Committee;
  - (5) A member appointed under clause (b) of Section 3, who ceases to be a resident of the Municipality, shall cease to be a member of the Committee.
  - (6) A member of the Planning Advisory Committee who, without leave of the Committee, is absent from three consecutive regular meetings of the Planning Advisory Committee, ceases to be qualified to serve as a member of the Planning Advisory Committee.
5. The Council shall, within two months, fill a vacancy on the Committee and the person appointed may serve the remainder of the term of office of the person replaced.

6. The Committee shall be responsible to the Council and shall report to it at its regular meetings through the members of Council on the Committee.
7.
  - (1) The Committee shall hold monthly meetings, the time and place of each monthly meeting to be determined at the preceding monthly meeting;
  - (2) Full minutes of all discussions and recommendations of the Committee shall be kept;
  - (3) Four or more members shall constitute a quorum.
8.
  - (1) The first meeting of the Committee shall take place within one month of the date of the passing of this By-Law;
  - (2) Special meetings may be called on twenty-four hours notice by the Chairman, and must be called if requested by three members of the Committee;
  - (3) The election of a Chair and Vice-Chair shall take place at the first meeting following Council's approval of Committees for the upcoming year;
  - (4) The Chairman shall preside at all meetings but, in his absence the Vice-Chairman, or a member appointed at the meetings, shall preside;
  - (5) The Chairman shall have a right to vote on all questions before the committee. In the event of a tie, the question voted on shall be deemed to be determined in the negative;
  - (6) The Committee may appoint sub-committees to deal with any special matters coming within the powers and jurisdiction of the Committee.
9.
  - (1) The Committee shall be a consulting and recommending body to Council in order to assist Council in the exercising of powers and duties of Council under the Municipal Government Act, as amended from time to time;
  - (2) In order to accomplish its responsibilities in relation to the Municipal Government Act, the Committee may be requested to hold public hearings at such times and in such manner as Council may decide.
10.
  - (1) The Committee shall advise Council, in particular, in relation to land use and open space considerations as provided for in the Subdivision Regulations of the Municipality.
11. The Committee shall make annual reports to the Council and any other reports which may be requested by Council from time to time.

12. Neither the Committee nor any member thereof shall have the power to pledge the credit of the Municipality, or to authorize an expenditure on behalf of the Municipality, in connection with any matter whatsoever.
13. Presentations made by the Public to the Planning Advisory Committee shall follow the requirements of the Municipality's Meeting and Procedure By-law.
14. If a Councillor, not a member of the Planning Advisory Committee, is present at a Planning Advisory Committee meeting, that Councillor shall be permitted to speak, up to five (5) minutes, on any application, before the Committee, from a constituent in their Polling District.

#### History of this By-law

Amended - February 19, 1979  
September 5, 1989  
March 2, 1993  
August 5, 2003  
May 1, 2007

