

Town of Truro – Policy & Procedure Manual

Subject: Planning Advisory Committee Policy
Policy Number: P160-002
Approval Date: March 3, 2003
Departments: Planning & Development

1. This policy is pursuant to the provisions of S. 200 (1) of *The Municipal Government Act*.
2. Truro Town Council hereby confirms the establishment of a Planning Advisory Committee.
3. The mandate of the Planning Advisory Committee shall be to advise and make recommendations to Truro Town Council respecting the preparation or amendment of planning, Municipal Planning Strategy and Land Use By-Law documents, and respecting planning matters generally. (S. 200 (4) M.G.A.).
4. The Committee ideally shall be composed of:
 1. A maximum of three members of Town Truro Council appointed by Town Council. Ward representation will be a factor when making appointments.
 2. A minimum of four citizens of the Town of Truro appointed by Town Council.
 3. One citizen member may be a non-resident in accordance with Council's current policy respecting committee membership.
 4. Each Committee member shall, when possible, be appointed for a three year term. Committee members may serve a maximum of two consecutive three year terms. A Committee member shall be eligible for re-appointment following serving two consecutive three year terms upon completion of a one year period of absence from the Committee.

The Committee shall meet at such time and place as the chair or a quorum of Committee members or Town Council may set by mailing a notice of meeting to all committee members at least 7 days in advance. The Committee shall meet once a month at a regularly scheduled time. A special meeting of the Committee may be set by notifying (via mail/phone/fax/e-mail) Committee members at least 7 days in advance.

5. The Planning Advisory Committee shall be a purely advisory body to review Planning matters as noted herein for the Truro Town Council, which may accept, modify or reject their recommendations.

6. Truro Town Council reserves the sole right to appoint and remove appointee's to the Planning Advisory Committee.