

**TOWN OF HAMPTON**  
**A BY-LAW TO ESTABLISH A PLANNING ADVISORY COMMITTEE**  
**BY-LAW NO. 195-11**

The Council of the Town of Hampton, under authority vested in it by Section 12 of the *Community Planning Act*, R.S.N.B . (1973) Chapter C-12, and amendments thereto, enacts as follows:

**1. TITLE**

This By-law may be cited as the Hampton Planning Advisory Committee By-law.

**2. MEMBERSHIP AND TERMS**

- (1) The Hampton Planning Advisory Committee (PAC) shall consist of one member of the Town of Hampton Council, eight additional voting members and three non-voting staff members, being the Development Officer, the Building Inspector and the Chief Administrative Officer.
- (2) The Mayor of the Town of Hampton shall serve as an ex officio member of the Hampton Planning Advisory Committee.
- (3) Members of the Hampton Planning Advisory Committee shall be appointed and/or removed by resolution of Town Council.
- (4) The voting members of the Hampton Planning Advisory Committee shall be comprised of:
  - One member of the Town of Hampton Council;
  - One Active Member of the Town of Hampton Environment Committee;
  - One Active Member of the Town of Hampton Leisure Services Advisory Committee;
  - One Active Member of the Town of Hampton Public Works Advisory Committee;
  - One Active Member of the Town of Hampton Economic Development Committee;
  - One Active Member of the Town of Hampton Utilities Commission; and
  - Three Members at Large
- (5) All voting members must be residents of the Town of Hampton and eligible to vote under the *Municipalities Act*.
- (6) Terms for voting members, with exception of the member of the Town Council, of Planning Advisory Committee shall not exceed three years.
- (7) Members at large are eligible for re-appointment of one additional three year term.
- (8) The Mayor shall appoint the Council member. The Mayor may appoint a Council member who has served previously on the Planning Advisory Committee.

(9) Council shall designate appointments to the Planning Advisory Committee so that, as nearly as possible, the terms of office of one-third of its members expire on the first day of January in each year.

(10) Appointment and terms of office are subject to the *Community Planning Act*.

### **3. VACANCY**

(1) A vacancy results in the committee when:

- (a) a member is absent from three or more consecutive regular monthly meetings of the Committee;
- (b) a member's term expires;
- (c) a Council member's Council term expires;
- (d) a staff member ceases to be a servant of the municipality; or
- (e) a member representing a Committee of Council, be it Environment, Leisure Services Advisory, Public Works Advisory, Economic Development or Utilities Commission, ceases to be a member of the Committee of Council that they represent.

(2) A vacancy does not occur when a member is absent from three or more consecutive meetings of the committee due to illness or a prior grant of leave from the committee.

(3) Where a member of the Hampton Planning Advisory Committee dies, resigns, becomes ineligible to be a member or is removed from office, Council may appoint another person to succeed him or her and such person shall take office for the remainder of the term of the member he or she succeeds.

### **4. DUTIES AND POWERS**

The duties and powers of the Planning Advisory Committee are set out in Section 13 of the *Community Planning Act*, R.S.N.B. (1973), Chapter C-12 and amendments thereto.

### **5. PROVISIONS**

(1) At least one of the non-voting staff members shall attend all Planning Advisory Committee meetings to offer advice to the Committee and to present the Town's position on items before the Committee.

(2) Unless otherwise appointed, the Development Officer shall serve as secretary of the Planning Advisory Committee and shall keep records of the committee's proceedings.

(3) The Hampton Planning Advisory Committee shall elect a chairperson and vice-chairperson from among its voting membership. This election occurs at the first committee meeting of any given year. The term of office of the chairperson and vice chairperson is one year, but they are eligible for re-election.

## **6. BY-LAW REPEALED**

- (1) By-law No. 138-98 A *By-law To Establish a Planning Advisory Committee* and amendments thereto is hereby repealed.
- (2) The repeal of By-law No. 138-98 A *By-law To Establish a Planning Advisory Committee* shall not affect any penalty, forfeiture or liability incurred before such repeal or any proceeding for enforcing the same completed or pending at the time of repeal, nor shall it repeal, defeat, disturb, invalidate or prejudicially affect any matter or thing whatsoever completed, existing or pending at the time of repeal.

## **7. EFFEECTIVE DATE**

This By-law comes into effect on the date of final enactment thereof, or, if prior to January 1, 2012, on January 1, 2012 pursuant to Section 12 and Section 65(1) of the *Community Planning Act*, and Section 12 of the *Municipalities Act*.