



BYLAW NUMBER 03-399
of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16,
in the Province of Alberta, to establish the
MUNICIPAL PLANNING COMMISSION
of the Municipal District of Greenview No. 16

WHEREAS Section 626 of the Municipal Government Act, being Chapter M-26.1, S.A., 1994 as amended July 15, 1996, states a Council may establish a Municipal Planning Commission,

THEREFORE the Council of the Municipal District of Greenview No. 16, duly assembled, enacts as follows:

1. NAME

- 1.1 This Bylaw shall be cited as the "Municipal Planning Commission Bylaw".

2. ESTABLISHMENT AND MEMBERSHIP

- 2.1 The Municipal Planning Commission is hereby established.
- 2.2 The Municipal Planning Commission shall consist of seven members appointed annually by resolution of Council. Four members shall be appointed from the public at large, and three members shall be appointed from Council.
- 2.3 Board members shall be residents of the Municipal District of Greenview and each appointee shall only remain on the Board such time as she/he continues to be a resident.
- 2.4 No person who is an employee of the M.D. of Greenview No. 16 or who is a member of the Subdivision and Development Appeal Board shall be appointed to the Municipal Planning Commission.
- 2.5 Any vacancies caused by the death, retirement or resignation of a member may be filled by resolution of Council.
- 2.6 Council may remove a member from the Municipal Planning Commission by resolution at any time.

3. TERM OF OFFICE

- 3.1 Each member appointed from the public at large shall be appointed at the pleasure of the Council for a term of one year, and may be re-appointed upon the expiry of the term at the pleasure of Council.
- 3.2 Where a member of Council is appointed as a member of the Municipal Planning Commission, his appointment shall terminate upon his ceasing to be a member of the Council.

4. CHAIRPERSON

- 4.1 At the first meeting of the Municipal Planning Commission, following the appointment of members each year, a Chairperson shall be elected by vote of the majority of members.

4.2 A member may be re-elected to the position of Chairperson.

4.3 A Chairperson shall preside at the meetings of the Municipal Planning Commission.

5. VICE-CHAIRPERSON

5.1 A Vice-Chairperson shall be elected at the same time and under the same rules as the Chairperson.

5.2 A member may be re-elected to the position of Vice-Chairperson.

5.3 The Vice-Chairperson shall preside at the meetings of the Municipal Planning Commission in the absence of the Chairperson.

5.4 In the absence of the Chairperson and Vice-Chairperson, one of the other members of the Municipal Planning Commission shall be elected to preside.

5. QUORUM AND MEETINGS

5.1 A quorum of the Municipal Planning Commission shall be a majority of members.

5.2 The Municipal Planning Commission shall meet at such intervals as are necessary to consider and decide development and subdivision applications filed with it in accordance with the Act.

5.3 The Municipal Planning Commission may make rules as are necessary for the conduct of its meetings and its business that are consistent with the Council Policies of the M.D. of Greenview No. 16 and the Municipal Government Act.

5.4 No notification is required once meeting dates have been established.

5.5 If there is a meeting to be held other than on the established date(s), Administration shall attempt to notify members three days in advance.

5.6 If a member cannot attend a meeting, that member is obligated and responsible to notify Administration of their absence so it can be determined if a quorum will be present to hold a meeting.

5.7 The Chairman, in consultation with the Development Officer, shall determine cancellation of meetings when there are insufficient agenda items or lack of a quorum.

5.8 When issues or applications are discussed, any affected ratepayer, as determined by the Chair, has the right to attend meetings.

5.9 Voting, motions, and minutes procedures shall be synonymous with the Council meeting procedures.

6. FEES AND EXPENSES

6.1 The remuneration, traveling, living and expenses of the members of the Municipal Planning Commission shall be established by Council by resolution from time to time.

7. RESPONSIBILITIES AND FUNCTIONS

- 7.1 The Municipal Planning Commission shall have prepared and maintain a file of written minutes of the business transacted at all meetings.
- 7.2 The Municipal Planning Commission shall carry out all duties and responsibilities defined in the Land Use Bylaw of the M.D. of Greenview No. 16, the Municipal Government Act and regulations thereto, and the Policy Manual of the M.D. of Greenview No. 16.


Bylaw 97-195 is hereby repealed.


This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this 14th day of May, AD, 2003.

Read a second time this 14th day of May, AD, 2003.

Read a third time and finally passed this 28th day of May, AD, 2003.



REEVE


MUNICIPAL MANAGER