
TO: Mayor Kogon and Members of Council

SUBMITTED BY: Natalie LeBlanc, Municipal Clerk

DATE: March 20, 2023

SUBJECT: Planning Advisory Committee Policy 66000-01

ORIGIN: Policy review, and appointments to the Planning Advisory Committee

LEGISLATIVE AUTHORITY: MGA 48(3) Council may adopt policies on any matter that the council considers conducive to the effective management of the municipality.

RECOMMENDATION: That Council refer approval of the amendments to the Planning Advisory Committee Policy to the March 27, 2023 regular meeting of Council.

BACKGROUND: The Planning Advisory Committee Policy has not been reviewed since January 2015, and is not on the schedule to be reviewed until September 2025. However, with the intent of appointing citizen members to this Committee at the Council meeting next week, staff feel it would be appropriate to amend this policy now.

The current policy states that citizen appointments are for three years, but are staggered such that a new member is appointed each year.

DISCUSSION: The amendments being proposed are mostly housekeeping items regarding title changes to reflect current staff positions and responsibilities, as well as meeting times. In addition, staff feel that it would be simplify the process if citizen appointments were done annually in October when other committee appointments take place. If Council would like to approve the amendments at Council next week, staff will have it in the new policy format at that time.

FINANCIAL IMPLICATIONS: There are no financial implications.

SOCIAL JUSTICE IMPLICATIONS: There are no social justice implications.

ENVIRONMENTAL IMPLICATIONS: None related to amending this policy.

COMMUNITY ENGAGEMENT: No community engagement. If the amendments are approved the updated policy will be available on the Town's website.

ALTERNATIVES: Do not approve of the amendments and refer the policy back to staff.





COMMITTEE OF THE WHOLE

CDR# 2023023

Date: March 20, 2023

ATTACHMENTS: Planning Advisory Committee Policy with amendments.

Report prepared by: Natalie LeBlanc

Report and Financial approved by:

