



## AMHERST TOWN COUNCIL

RFD# 2023023

Date: March 27, 2023

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**TO:** Mayor Kogon and Members of Council

**SUBMITTED BY:** Natalie LeBlanc, Municipal Clerk

**DATE:** March 27, 2023

**SUBJECT:** Planning Advisory Committee Policy 66000-01

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**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 approve of the amendments to the Planning Advisory Committee Policy.

**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 this month, staff feel it would be appropriate to amend this policy now.

**DISCUSSION:** The amendments being proposed are mostly housekeeping items regarding title changes to reflect current staff positions and responsibilities, as well as meeting times, and how long the term of appointments may be. In keeping with staff and Council's goal of making all citizen appointments to Committees in March, this is now also reflected in the proposed amended policy.

**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.

**ATTACHMENTS:** Planning Advisory Committee Policy with amendments.

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Report prepared by: Natalie LeBlanc

Report and Financial approved by:

