

## BYLAW # 731

Being a Bylaw to establish a Municipal Planning Commission of the Village of Carmangay, in the Province of Alberta, rescinding all previous Municipal Planning Commission bylaws.

Pursuant to Division 3, Section 626(1) of the Municipal Government Act, revised Statutes of Alberta 2000, Chapter M-26, the Council of the Village of Carmangay duly assembled, enact as follows:

1. This Bylaw may be cited as the Municipal Planning Commission By-Law.
2. In this Bylaw:
  - (1) "Act" means the Municipal Government Act
  - (2) "Commission" means the Municipal Planning Commission".
  - (3) "Council" means the Council of the Village of Carmangay.

And all other words and expressions have the meanings respectively assigned to them in the Act.
3. This Bylaw establishes a Municipal Planning Commission in the Village of Carmangay to aid the Council with the implementation of the Village of Carmangay Land Use Bylaw; to advise and assist the Council with regard to the planning of orderly and economical development within the Village of Carmangay.
4. The Commission shall consist of five members appointed by resolution of Council to hold office for a term of three (3) years.
5. The five Commission members shall consist of:
  - (1) The Development officer of the Village;
  - (2) Two adult resident property owners of the Village of Carmangay, and
  - (3) Two members of Council.
6. The Commission shall neither be disbanded nor a member of it discharged, without Cause, unless Council, at their discretion, deems it necessary to remove the Development Officer of the Village or the resident property owners of the Village prior to the three-year term expiration.
7. The Commission shall elect one of its members to act as Chairman of the Commission at the beginning of the three year term.
8. Vacancies in the Commission membership caused by retirement, resignation, or death shall be filled for a new three (3) year term by resolution of Council within 60 days of receiving notice of the vacancy.

9. The Commission shall hold special meetings, at any time, at the call of the Chairman
10. Three members of the Commission shall constitute a quorum for the making of all decisions and for carrying out any action required or permitted to be carried out by the Commission.
11. Only those members of the Commission present at a meeting of the Commission shall vote on any matter before it.
12. The decision of the majority of the members present at a meeting duly convened shall be deemed to be the decision of the whole Commission.
13. The Commission shall keep minutes of every meeting. These minutes and any public documents pertaining to the transaction of Commission business shall be available for public viewing at the Village of Carmangay office during normal business hours.
14. Copies of the minutes shall be regularly filed with Council.
15. The Chairman shall sign all notices of decisions and other documents, on behalf of the Commission, relative to any jurisdiction or powers of the Commission.
16. During the absence or illness of the Chairman, a member of the Commission, designated by the Commission shall sign notices of decisions and documents on behalf of the Commission.
17. Any document that has been signed by the Chairman or the designated member shall be deemed to have been signed on behalf of and with the approval of the Commission.
18. The Commission may make rules as are necessary for the conduct of its meetings and its business that are consistent with this Bylaw and the Act.
19. Discussions and decisions of the Commission must remain confidential.
20. The Commission shall perform on behalf of the Council, all the functions assigned to it in the Village of Carmangay Land Use Bylaw.
21. The Commission shall seek to ensure that any proposal, outline plan, scheme, or development is in accordance with the purpose, scope and intent of the Village of Carmangay Land Use Bylaw.
22. The Commission shall make comments to be forwarded to the Oldman River Regional Services Commission on any proposed subdivision where land is situated within the Village of Carmangay.

23. The Senior Planner of the Oldman River Regional Services Commission or his representative shall serve as advisor and consultant to the Municipal Planning Commission.

24. This Bylaw comes into effect upon the date of its third and final reading.

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

Read a third and final time and finally passed unanimously  
this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

Municipality of Village of Carmangay

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Municipal Administrator