

Terms of Reference

St. Margaret's Bay Coastal Planning Advisory Committee

(In accordance with the Standard TOR as adopted by Regional Council February 19, 2013 for all PAC's)

Designated area: Serving the portion of HRM District 13 described as the eastern limit commencing at the Peggy's Cove Preservation Area boundary in the south and proceeding northward generally following the watershed boundary of St. Margaret's Bay, then linking to the western boundary of the Five Bridges Lakes Wilderness Area as far as Highway #3. It boundary then follows the western boundary of the Lewis Lake Provincial Park to Highway #103 and from that point the boundary follows Highway #103 westward to the Municipal boundary in Hubbards (map attached) incorporate into the North West Community Council.

1. Membership
 - Up to 2 Community Council members
 - Up to 8 community citizens
2. Appointments
 - Term of Appointments
 - Councillors: 1 year
 - Residents: 2 years
 - Appointments shall be made by the North West Community Council in accordance with the Public Appointment policy adopted by Regional Council
 - The Committee shall annually elect from its non-council members a Chair and Vice-Chair
3. Re-Appointment of Members
 - Citizen members may be appointed for a maximum of two (2) consecutive terms or as provided for under the public appointments policy.
 - In accordance with the public appointment policy Citizen Members may be appointed for more than two (2) consecutive terms when there are no other interested and qualified candidates.
4. Legislated Duties
 - To advise the North West Community Council with respect to the preparation of amendments of planning documents within or affecting the designated area. The term "planning documents" shall be as defined in clause m of section 209 of the *Halifax Regional Municipality Charter*.
 - To advise the North West Community Council with respect to planning matters generally within the designated area incorporated into the North West

Community Council. The term “planning matter” means any discretionary decisions of Community Council related to the use and development of land.

- To hold public information meeting (PIMs) associated with the municipal planning strategy amendments as deemed necessary.

5. Additional Duties

- As may be directed by the North West Community Council

6. Meetings

- The Planning Advisory Committee shall meet at least once monthly or as required to conduct the business of the Committee. Additional meetings may be scheduled at the discretion of the Chair in consultation with staff.
- The quorum for regular meetings shall be in accordance with Section 74 of Administrative Order One, the Procedures of Council AO, Quorum of Committees.
- Any member of the Committee who fails to attend three (3) consecutive meetings, without having been excused by the Committee shall vacate the member’s seat in accordance with subsection 3 of section 86 of AO1 and subsection 22 of the *Halifax Regional Municipal Charter*
- All Planning Advisory Committee meetings shall be open to the public, or as allowed under Part VII Section 218 (1) of the *Halifax Regional Municipality Charter*.

7. Procedures

- Meeting procedures shall be governed by the HRM Administrative Order One, the Procedures of Council Administrative Order, as it relates to Committee procedures.

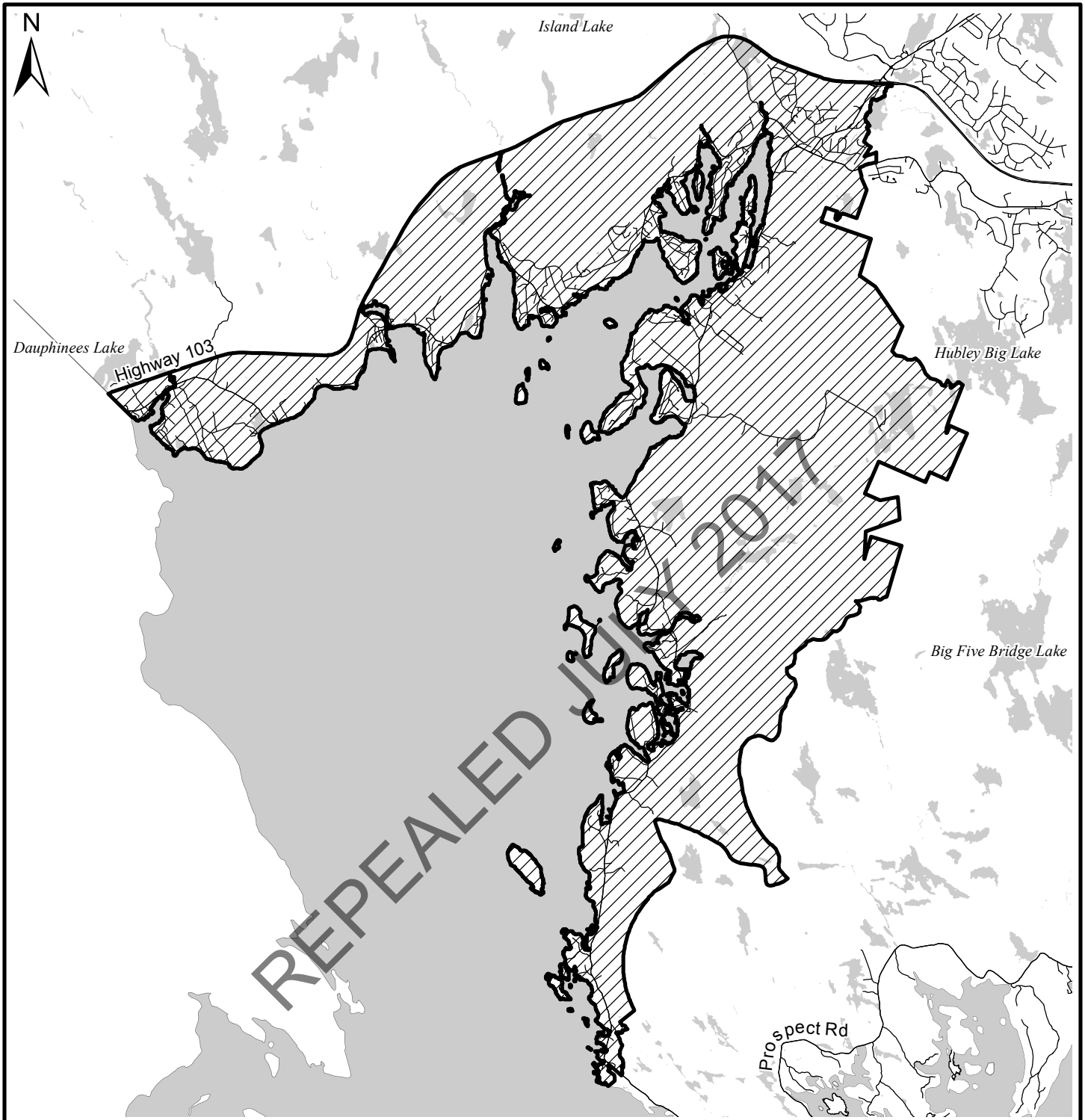
8. Remuneration

- Remuneration shall be paid related to travel for attendance at meetings at rates established by Halifax Regional Municipality. No other remuneration shall be paid to members without prior approval of Halifax Regional Council.

9. Resignation

- A member may resign from the Committee at any time in accordance with Section 68 of Administrative Order One, the Procedures of Council Administrative Order.

*Approved by North
West Community
Council
April 22, 2013*



St. Margaret's Bay Coastal Planning Advisory Committee

 Area of St. Margaret's Bay Coastal PAC

HALIFAX
 REGIONAL MUNICIPALITY
 REGIONAL AND COMMUNITY PLANNING
 PLANNING & INFRASTRUCTURE

0 1 2 3 4
 km



Planning Districts 1 & 3
 Plan Areas

HRM does not guarantee the accuracy of any representation on this plan. Date of map is not indicative of the date of data creation.