

**CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF GROSSE ILE**

**BYLAW 2019-003 - BYLAW ESTABLISHING A COMMUNITY
DEVELOPMENT AND PLANNING ADVISORY COMMITTEE AND THE
INTERNAL MANAGEMENT REGULATIONS**

WHEREAS it is in the best interest of the citizens of the Municipality of Grosse Ile for the municipal council to establish a committee in order to aid in meeting its responsibilities pertaining to community development, planning and territorial improvements;

WHEREAS the municipal council may establish a planning advisory committee in virtue of Articles 146, 147 and 148 of *An Act Respecting Land Use planning (L.R.Q., c A-19.1)*;

WHEREAS it is necessary for the municipality to establish such a committee in order to grant minor exemptions from the provisions of the zoning and subdivision bylaws in accordance to Articles 145.1 and 145.7 as well as to grant or refuse an application for authorisation of a conditional use in accordance to Articles 145.31 and 145.34 of *An Act Respecting Land Use Planning (L.R.Q., c. A-19.1)*;

WHEREAS it is necessary for the municipality to establish such a committee in order to subordinate the issuing of a building or subdivision permit or certificate of authorisation or occupancy to the approval of plans relating to site and architecture of the constructions or the development of land and related work (Articles 145.15 and 145.19);

WHEREAS a notice of motion was given at the sitting of council held May 13, 2019 and the draft bylaw was also presented at this same sitting;

WHEREAS a copy of this bylaw was given to each member of council at least seventy-two (72) hours prior to the present sitting;

WHEREAS the members of the council present declare having read this bylaw;

WHEREAS during the course of the sitting, the Director General mentions the content and scope of the bylaw;

THEREFORE

It is moved by Nancy Clark
Seconded by Steve Clarke
And unanimously approved by the councillors present

THAT Bylaw 2019-003 entitled Bylaw Establishing a Community Development and Planning Advisory Committee and the Internal Management Regulations be hereby adopted and that the following is ordered and decreed:

Article 1

The present bylaw is establishing a committee which shall be recognized under the title:

*Community Development and Planning Advisory Committee
of the Municipality of Grosse Ile*

Article 2

The main objective of the committee is to study and provide recommendations to the municipal council on matters outlined in this present bylaw.

The Committee must provide an opinion on all requests in regards to minor derogations and conditional uses subject to Article 146.2 of *An Act Respecting Land Use Planning*.

2.1 More specifically, the committee is responsible for studying and submitting all recommendations concerning any document that the municipal council brings to its attention concerning matters cited in the two previous paragraphs.

2.2 The committee may, when necessary, propose modifications to the urban planning bylaws in order to adapt to the changing needs of the community;

2.3 In accordance to the *Loi sur les biens culturels*, the Committee is responsible for providing an opinion to the municipal council on matters related to the citation of historical monuments as well as designating heritage sites;

Article 3

The committee is composed of one (1) member, among and designated by the council, whom shall act as president of the said committee, and four (4) members of the Community.

Article 4

The municipal council shall name, by resolution, the members of the said committee and delegate, also by resolution, any person whose services may be deemed necessary.

Article 5

The duration of the members mandate is set at two (2) years which may be extended, if necessary

Article 6

The vice-president is chosen amongst the committee members and shall remain in effect for a period of two years.

Article 7

The council shall designate, as a permanent resource person, the person responsible for the planning dossier within the Municipality. He/she shall be responsible for assembling all members to the regular and special sittings, prepare the agenda, gather all documents required by the Committee, and treat all correspondence of the Committee and record the minutes of the sittings of the Committee.

Article 8

The council may designate, as required, a consultant specialist to aid and assist the committee, as well as any member requiring such services in order to carry out his/her mandate or duties that have been assigned to him/her.

Article 9

In the case where a seat becomes vacant the municipal council may proceed, by resolution, with the nomination of another person to fill the vacant seat for the remainder of the mandate.

Article 10

The president, or in his absence, the vice-president, chairs the meetings. Quorum is the majority of the members present.

The president of the Committee, or in his absence, the vice-president has the right to vote but is not obligated to do so; when the vote is divided equally, the decision is considered a negative one.

Article 11

The Committee shall establish its internal management regulations which it considers necessary to carry out its duties, conforming to the present bylaw and to article 146, 3rd paragraph of *An Act Respecting Land Use Planning*.

Article 12

Being absent, without a valid reason, for two (2) consecutive regular sittings shall be considered as a resignation and be recommended as such by the Committee.

Article 13

The Committee shall, in October of each year, present to the municipal council, its expected expenses for the following year.

Admissible expenses are those related to transportation costs and traveling expenses incurred on any trip authorised by the municipality.

Article 14

Any studies, recommendations or notices shall be submitted to the council in the form of a written report.

Article 15

When the municipal council decides that it cannot proceed with a recommendation of the Committee, it must, before making a final decision, return the dossier to the Committee so they may restudy the dossier and provide additional information on the said dossier. Following a second notice from the Committee, the council may then decide to approve or reject the recommendations of the Committee, to the best of its ability and in the best interest of all parties.

Article 16

Meetings are held as required by serving written notice, from the President of the Committee, sent at least one working day before the date of the said meeting.

Article 17

The municipal council may call for a special sitting of the Committee as well as any other meeting that is not provided for in Article 16 of this said bylaw.

Article 18

This present bylaw repeals any other bylaw(s) concerning the establishment of a community development and planning advisory committee currently in force within the territory of the Municipality of Grosse Ile.

Article 19

This present bylaw comes into force in accordance to the law.

Rose Elmonde Clarke
Mayor

Janice Turnbull
Director General

NOTICE OF MOTION: May 13, 2019
ADOPTION: June 10, 2019
PUBLICATION: June 18, 2019