

An aerial satellite-style map of a region, likely a coastal or riverine area, with several irregularly shaped areas highlighted in different colors: yellow, green, blue, red, brown, and orange. The background shows dense green vegetation and a large blue body of water on the right side. The text is overlaid on the map.

Planning Review & Adjustment Committee

By-Law & Operating Procedures Review – Nov. 29th 2021

Purpose of the By-Law

- Establishes PRAC
 - Composition
 - Service Area
 - How Members Are Appointed
 - Term Lengths
 - Role of the Chair
- Operating Procedure for Meetings and Other PRAC Matters
 - Application Deadlines
 - Notice & Reporting Requirements
 - Meeting Time and Place
 - Order of Proceedings



Updating the By-Law

To Update the By-Law ...

“9.1 The Planning Review and Adjustment Committee and RSC Planning staff may make recommendations to the RSC Board for amendments to the Planning Review and Adjustment Committee By-law.”

“9.2 The RSC Board shall determine, in consultation with RSC Planning staff and the Planning Review and Adjustment Committee members, the changes to be made to this by-law.”

Purpose for today is to gather any recommendations from PRAC for the FRSC board to consider

Background

- The by-law was created in 2013 using the same template as all other RSCs and then customized
- The current by-law is posted online at FundyRegion.ca/PRAC
- This presentation will only summarize high level bullet points and changes recommended by staff

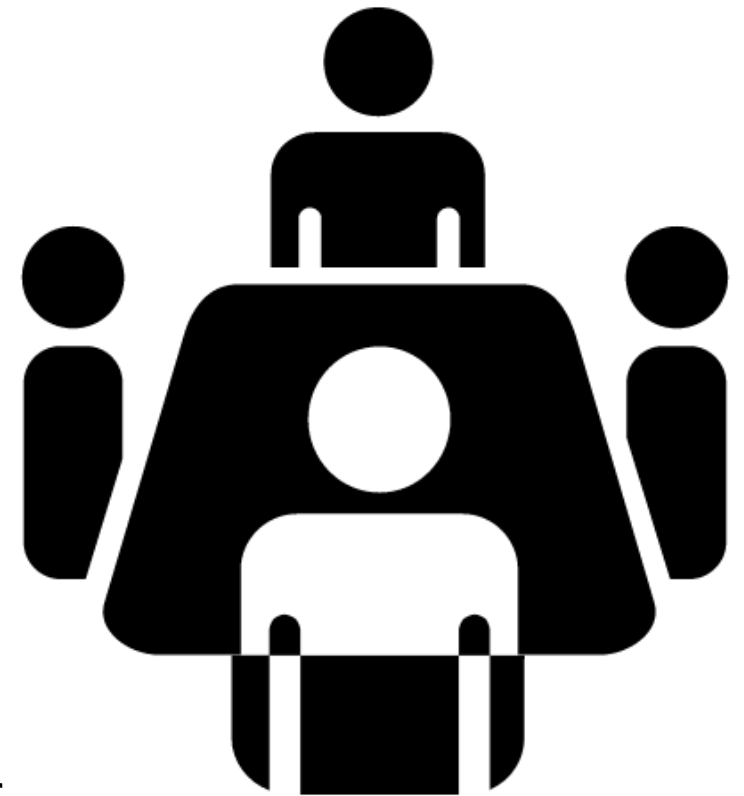
Member Composition & Appointments

Highlights from current by-law:

- Members are appointed by the Board (no process specified)
- Member's Term: 4 years
- Term Limit: 3 terms
- Chair and Vice-Chair are selected by PRAC members for a 2-year term
- One member of PRAC shall be a Board member of FRSC

Changes Recommended by Staff:

- Clarify “at least” one member shall be an FRSC board member
- Require that PRAC member vacancies are advertised



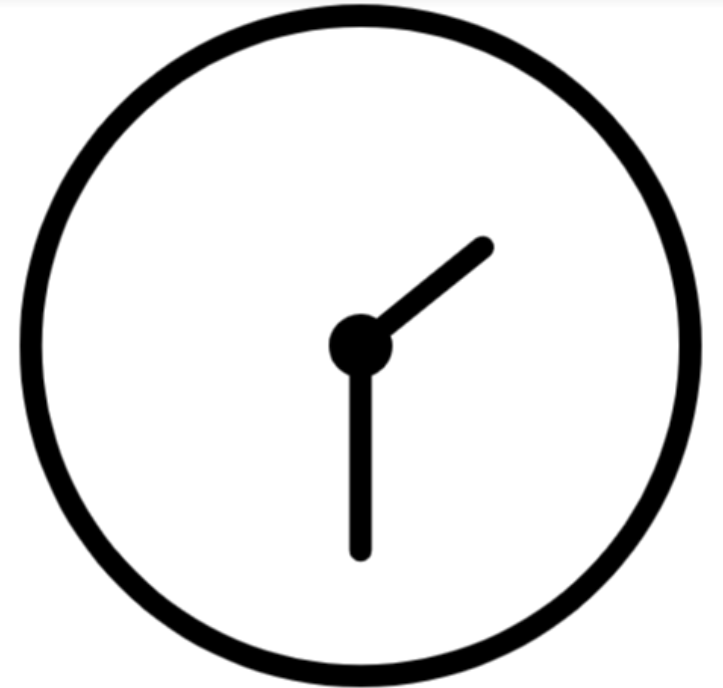
Meetings

Highlights from Current By-Law

- Held every third Monday at 10:00AM, as needed
- Location: Crane Mountain Landfill
- Application deadline is 4 weeks prior to the meeting
- Speakers at a meeting may have a time limit. Additional time requires a majority vote of PRAC.
- Presentation of Applications: order of speakers
 - Staff Report → The Applicant → Those in Favour → Those Against → The Applicant

Changes Recommended by Staff:

- Have a final call for “anyone else wishing to speak”
- Allow the Chair to grant additional time, rather than needing a majority vote
- Include virtual meetings



Comparison with other RSCs

- Try to be consistent with neighbouring jurisdictions, when possible
- All RSCs started with the same template, but differences have developed over the years
- Notice to Neighbours Varies

RSC 9 (Fundy)	14 Business Days
RSC 11 (Fredericton Region)	Two Weeks
RSC 8 (Sussex Region)	One Week
RSC 10 (Charlotte Country Region)	Not specified in by-law

Changes Recommended by Staff:

- Change notice period to “two weeks”

Staff Recommendations

1. Require that PRAC member vacancies are advertised
2. Clarify “at least” one PRAC member shall be a member of the FRSC board
3. Allow the Chair to determine whether a speaker may have additional time rather than requiring a vote to take place
4. Have a final call for “anyone else wishing to speak” after those in favour and those opposed had an opportunity to speak
5. Add virtual meetings for location
6. Change the notice to neighbours from 14 business days to “two weeks” before the meeting

Changes to the by-law are a decision of the FRSC board.

Staff will provide these recommendations to the FRSC board at a future meeting.

Does PRAC have any further changes or comments for the FRSC board to consider?

Summary:

Application Process

Application & Agenda Deadline

- 4 weeks prior to next PRAC Meeting

Provide Notice

- Government Agencies (DTI, ELG, etc)
- Council, if in the Village of St Martins (meet first Monday of the month)
- Mail to neighbours 14 business days prior to meeting (recommend changing to “two weeks”)

Staff Report

- Provided the Wednesday prior to the Monday meeting

PRAC Meeting

- Third Monday of the month at 10:00AM, as needed

