

BY-LAW NO. 5

COMMITTEES, BOARDS AND COMMISSION BY-LAW

1. This By-law shall be known and may be cited as the "Committees, Boards and Commissions By-law" of the Town of New Glasgow.

2. The following standing committees shall be appointed annually by Council, as soon after the election as is convenient; where there is no election in a particular calendar year, then committees shall be appointed at the first regular meeting in November of a year in which no election occurs. Standing committees are as follows:

- Multicultural Committee
- Public Information Committee
- Finance and Property Committee
- Fire Committee
- Transportation Services Committee
- Environmental Health Services Committee
- Social Services Committee
- Recreation Committee
- Economic Development Committee

3. The Council shall appoint members to the following boards and commissions and committees, and any other boards, commissions, or committees, as provided for by statutes, By-lawss or otherwise, at such time as the statute creating the board, commission , or committee determines, or in the absence of such determination, at the same meeting as standing committees are appointed pursuant to Section 1 herein:

- Riverfront Development Incorporated
- Police Commission
- Board of Health
- Parking Commission
- Planning Advisory Committee
- Aberdeen Hospital
- Pictou-Antigonish Regional Library
- Glen Haven Manor Corporation
- Transit Authority
- Planning Commission
- Riverview Home Corporation
- Pictou Regional Development Commission
- Scotia Rink Commission

4. The Mayor shall be ex officio, a member of all standing committees.

5. The Council shall appoint the Chairperson of every standing committee and every other committee, board or commission, which is appointed by the Town, but where the committee, board or commission is not one over which the Town has the authority to

choose a Chairperson, then the committee, board or commission shall elect its own Chairperson and Deputy Chairperson at its first meeting.

6. A majority of the members of a committee shall constitute a quorum thereof.

7. If any Councillor so appointed on any committee, board or commission ceases to be a Councillor, he shall thereupon cease to be a member of such committee, board or commission and the Council shall fill the vacancy.

8. The Council may, by a majority vote, disband any committee. The Council may, by majority vote and for just cause, remove any member of a committee or board whom it has appointed to the committee or board.

9. A vacancy happening in any committee, or in respect to any member appointed by the Council on any board, may be filled by resolution of the Council at any meeting and without giving any notice of motion.

10. (a) The rules of procedure of the Council, as provided in these By-laws, shall apply mutatis mutandis to proceedings of committees;

(b) Notwithstanding Section 9(a), any Councillor may attend any meetings of the committees, boards, or commissions established under these By-laws, and he may speak, but only with the prior consent of the Chairperson, or a majority of the committee members present, at any meeting.

11. (a) The various standing committees shall report from time to time to the Council any special circumstances in respect to the services under their charge, and shall report in writing in reference to any subject coming within their supervision whenever required by vote of the Council so to do.

(b) Special committees shall report to the Council in writing upon the matters so committed to them;

(c) The reports of all committees, when unanimous, shall be signed by the Chairperson, otherwise by such members of the committee as concur in the report, and the minority, or any dissenting member of a committee, may present a separate report in writing.

12. (a) If the report of a committee is adopted and approved by the Council, the Mayor shall cause all matters recommended in such report to be carried into full effect;

(b) The Council may confirm, alter, modify, or annul any act, requirement, or direction of any committee with regard to any matter, when a written complaint or appeal is filed by an interested party within fourteen (14) days of the date of the decision of the committee. In the event of an appeal, the Chairperson of the

committee shall bring the matter before the next regular meeting of the Council, and provide a statement of the facts, and shall report what has been done by the committee in reference thereto.

13. The Council may by resolution divide, amalgamate, or vary the duties appointed for any committee.

14. The Council may from time to time appoint such special committees as it deems necessary for the purpose of inquiring into and reporting upon any matter referred to such committee.

15. Every standing committee shall have and exercise general supervision and control of the departments, services and matters under its charge, or referred to it by Council, and all of the persons and property employed and used for the purpose thereof, and shall examine and report on all accounts in connection therewith.

16(1) Every committee is responsible for duties imposed on it by Council.

(2) The provisions of this section shall apply to all committees of the Town appointed pursuant to other By-laws, except where otherwise specifically stated or except insofar as the same are inconsistent with the context of said other By-law.

17. The "Committees and Boards By-law" approved by the Lieutenant Government of Nova Scotia in Council on the 27th day of January, 1927 and any amendments thereof, are hereby repealed.

I, J. K. Langille, Clerk of the Town of New Glasgow, do hereby certify that the foregoing is a true copy of a by-law duly passed at a duly called meeting of the Town Council duly convened and held on the 24th day of October, 1994 A.D.

Given under the hand of the Town Clerk and under the seal of the said Town this 8th day of November, 1994 A.D.

DEPARTMENT OF MUNICIPAL AFFAIRS

Recommended for approval of the Minister

Cassleen O'Grady
Deputy Minister

APPROVED BY *2*
of *De. C. Langille* *20 94*

[Signature]
Minister of Municipal Affairs

[Signature]
Town Clerk