



EXTRACT of Minutes of the regular meeting of the Council of the Town of Hudson held at the Community Centre on October 1st, 2012, during which the following by-law was adopted:

BY-LAW N^o 621

CONCERNING THE TOWN PLANNING ADVISORY COMMITTEE

WHEREAS the Town of Hudson's Town Planning Advisory Committee (TPAC) was created by By-Law No. 238 on April 2nd, 1990;

WHEREAS over the past 22 years the structure of the regulation for the TPAC has been the same;

WHEREAS the TPAC presently is legislated by By-Law No. 606 concerning the Town Planning Advisory Committee was adopted on December 5th, 2011;

WHEREAS it is advisable to structure the legislation as per the recommendations of the Ministry of municipal affairs;

WHEREAS certain citizens have shown an interest to be a member of the TPAC;

WHEREAS Council deems advisable to replace, annually, members of the Committee;

WHEREAS this orientation requires an amendment to By-Law no 606;

WHEREAS to facilitate the application of the regulation for the Town Planning Advisory Committee it is advisable to replace existing By-Law No 606;

WHEREAS notice of motion was duly given at the Council meeting held on September 10th, 2012;

WHEREAS the requirements of Article 356 of the Cities and Towns Act have been met and that Council members declare having read By-Law N^o 621 and relinquish its reading;

THEREFORE it is **moved** by Councillor Robert Spencer, **seconded** by Councillor Jacques Nadeau and unanimously resolved that By-Law No 621 be, hereby, adopted and decreed as follows

ASSIGNMENT

1. The committee is assigned to study and submit its recommendations to the Municipal Council on all questions concerning land use planning, zoning, subdivision and building, minor derogations & architectural controls in accordance with the *Act Respecting Land Use Planning and Development* (Q.R.S. c. A-19.1) (article 146 (2) LUPD¹)

MEMBERS

2. The committee is composed of 7 persons, appointed by council. Two members must be from Council; the remaining 5 are residents of the Town of Hudson. (article 146 (1) LUPD¹)
3. The Council appoints to the committee, by resolution, officers of the Town. The officers do not have a voting right. (article 147 LUPD¹)
4. The Council appoints to the committee, by resolution, resource-persons. They include but are not limited to the consultant hired to oversee the works and assist the committee. The resource-persons do not have a voting right. (article 147 LUPD²)
5. The chairperson shall be appointed by the Municipal Council.
6. The secretary of the Urban Planning Department, or the replacement, will act as secretary to record the minutes of all meetings, other than those, which are public. Where the meetings are public, the assistant Town Clerk shall act as secretary and shall record the minutes of the meeting.

¹ *Act Respecting Land Use Planning and Development* (Q.R.S. c. A-19.1)

² *Act Respecting Land Use Planning and Development* (Q.R.S. c. A-19.1)



MANDATE OF MEMBERS

7. The duration of the mandate is fixed at one (1) year for all the members.
8. The mandate of each member is renewable by Council resolution. (*article 146 (4) LUPD²*)
9. The Council will replace at least one member annually. The member replaced shall be the senior member.
10. In the case of resignation or absence at three consecutive meetings, the Council shall appoint, by resolution, another person to complete the duration of the mandate of the seat which has become vacant.

ETHICS AND GOOD CONDUCT

11. All members must conform to the Town of Hudson's By-Law No 605 *Code of ethics and good conduction for elected municipal officers of the Town of Hudson*.
12. All members must file a disclosure statement in writing with the Town Clerk within 30 days after receiving a gift, hospitality or other benefit that is not of a purely private nature and whose value exceeds the value specified in the code, which may not be greater than \$200. The disclosure statement must contain an accurate description of the gift, hospitality or benefit received and specify the name of the donor and the date on which and the circumstances under which it was received. (*article 6 MEGC³*)

CONFLICT OF INTEREST

13. All members must conform to Division II *Disclosure of pecuniary interests of Council members* of the Chapter XII *Related rights and obligations* of the *Act respecting elections and referendums in municipalities* (R.S.Q., c. E-2.2) adapted as required. (*article 363 and 307 RERM⁴*)
14. Within 30 days prior to his appointment by Council, the member must file with the Council a written statement of this pecuniary interest in accordance with article 357 of the *Act respecting elections and referendums in municipalities* (R.S.Q., c. E-2.2) adapted as required. The form of this written statement is Annex 1 of the present By-Law.

EXPENDITURES

15. All expenditures must be approved by Council. (*article 148 LUPD⁵*)
16. The committee shall present each year, in the month of November, its forecast of expenses.

INTERNAL MANAGEMENT

17. The committee establishes the rules of internal management which are necessary for the accomplishment of its functions in accordance with the present By-Law and the *Act Respecting Land Use Planning and Development* (Q.R.S. c. A-19.1). (*article 146 (3) LUPD⁵*)
18. The rules of internal management must be submitted to Council for ratification by resolution.

MEETINGS

19. In addition to the meetings forecasted and convened by the committee, the municipal council may also convene the members of the committee by giving a preliminary written notice issued by the Town Clerk at least 48 hours in advance.
20. A quorum of the Committee shall be four (4) members.

REPORTS

21. The studies, recommendations and notices of the committee are submitted to the Council in the form of a written report.
The minutes of the meetings of the committee may be used and act, as it is seen fit and in the case where they are judged sufficient, as written reports.

³ *Municipal Ethics and Good Conduct Act* (Q.R.S. c. E-15-1.0.1)

⁴ *Act Respecting Elections and Referendums in Municipalities* (R.S.Q., c. E-2.2)

⁵ *Act Respecting Land Use Planning and Development* (Q.R.S. c. A-19.1)



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CARRIED

*Louise L. Villandré,
Director General*

Hudson, this 1st day of October Two Thousand Twelve

ANNEX 1

DECLARATION of the pecuniary interests of council members *

hereby declare that:

- 1) I hold the following job:

Indicate the job concerned as well as the employer

- 2) I hold the following position of administrator:

Indicate the position of administrator concerned as well as the organization for whom the signatory acts

- 3) I contracted loans, the balance in principal and interest of which, exceeds \$2,000 with the following person or organization:

Indicate the person or the organisation concerned with the exception of a financial institution

- 4) I have made a loan, the balance in principal and interest of which, exceeds \$2,000 to a person other than a member of my immediate family:

Indicate the person concerned

NOTE: The spouse or the dependent child of the council member or of his spouse is considered to be a member of the immediate family of the council member. The notion of spouse is that stipulated in section 61.1 of the Interpretation Act (R.S.Q., chapter 1-16).

* Under the Act respecting elections and referendums in municipalities, the following information does not need to be reported:

- 1) the value of the interest listed therein;
- 2) the degree of participation in a legal entity, a partnership or an enterprise;
- 3) the existence of sums deposited in a financial institution;
- 4) the possession of bonds issued by a government, a municipality or another public body.

- 5) I possess pecuniary interests in the legal person, partnership or enterprise likely to make transactions with the municipality:

Indicate the legal person, partnership or enterprise concerned

- 6) I possess pecuniary interests in the following legal person, partnership or enterprise:

Indicate the legal person, partnership or enterprise concerned likely to make transactions with:



Indicate the municipal body, to which the signatory belongs:

7) I have pecuniary interests in the building located on the territory of:

☐ the municipality:

Indicate the building concerned

IMPORTANT

The person who completes this declaration must, when necessary, resort to the services of a legal advisor with respect to the requirements of the Act respecting elections and referendums in municipalities.

Signature

Member