

1.0 Purpose

The Community Advisory Committee combines the Planning Advisory Committee, Heritage Advisory Committee, Waterfront Advisory Committee, and Equity, Diversity, and Inclusion Committee into a consolidated body to support coordinated, efficient, and inclusive decision-making.

1.1 The committee shall provide advice and recommendations on matters related to:

- a. Land use planning and development
- b. Heritage conservation
- c. Waterfront development and management
- d. Equity, diversity, and inclusion

2.0 Legislative Authority

This Committee is established pursuant to the Municipal Government Act (MGA) and other applicable provincial legislation, including but not limited to:

- a. Municipal Government Act (NS) – planning advisory functions
- b. Heritage Property Act (NS) – heritage advisory functions
- c. Any applicable provincial or federal regulations related to wildlife management

3.0 Mandate and Functions

The Committee shall act in an advisory capacity only and shall not exercise decision-making authority unless expressly delegated by Council.

3.1 Planning

Review and make recommendations on:

- a. Municipal Planning Strategy (MPS)
- b. Land Use By-law (LUB) amendments
- c. Development agreements
- d. Planning-related policies and initiatives

Support public engagement processes required under the MGA

3.2 Heritage

Advise Council on:

- a. Registration and deregistration of municipal heritage properties
- b. Conservation, protection, and promotion of heritage resources
- c. Heritage policies, programs, and incentives

3.3 Waterfront

Provide advice on:

- a. Waterfront planning, development, and revitalization
- b. Public access, tourism, and economic opportunities
- c. Environmental sustainability of waterfront areas

3.4 Equity, Diversity, and inclusion

Advise Council on:

- a. Inclusive policies, programs, and services
- b. Barriers to participation and access in municipal services and facilities

Ensure that committee recommendations consider EDI and accessibility impacts.

4.0 Guiding Principles

The Committee shall be guided by the following principles:

- a. Transparency and accountability
- b. Inclusiveness and accessibility
- c. Respect for diverse perspectives
- d. Environmental sustainability
- e. Evidence-based decision making

5.0 Composition

The committee shall be comprised of 9 voting members:

- a. Three (3) members of Council; and
- b. Six (6) citizen members.
 - i. At least one (1) member shall be a person who identify from a diverse and/or equity seeking group or are a professional who works supporting persons from diverse and/or equity seeking groups.

6.0 Term of Appointment

Members shall be appointed by terms set out in the “Citizen Appointment Process Policy”.

7.0 Chair and Vice Chair

The Chair and Vice Chair will be appointed by the members of the committee and shall serve for a two (2) year term.

8.0 Meetings

The committee shall meet monthly or as required.

Clerk's Annotation for Official Policy Book		
Date of Adoption: September 10th, 2026 I certify that this 'Community Advisory Committee Policy' was adopted by Council as indicated above.		
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