

# COUNCIL POLICIES AND PROCEDURES

## SECTION H

### POLICY ON PUBLIC PARTICIPATION PROGRAM

**SUBJECT:** Public Participation Program Number H-15

**APPROVAL DATE:** March 16, 2005

**AMENDED:** December 14, 2011

**PREAMBLE:** It shall be the policy of Council to ensure public participation in the preparation and adoption of Land Use Planning Strategies and implementing Bylaws or amendments thereto in accordance with the requirements of the Municipal Government Act (MGA) (Part VIII, Section 204). This policy shall apply to all areas within the Municipality of the District of Guysborough in accordance with the following terms:

**TERMS:**

1. When preparing a new Municipal Planning Strategy and its implementing land use bylaw it shall be the Policy of Council to hold a minimum of one informal public meeting and one formal Public Hearing to allow public input on the proposed documents or amendments thereto in accordance with the requirements of the MGA.
2. When preparing proposed amendments to an existing Municipal Planning Strategy and its implementing Land Use Bylaw, it shall be the policy of Council to hold one or more public meetings to allow public input on the proposed amendments thereto to allow public input on the proposed changes in accordance with the MGA.
3. Notice of any public participation meeting(s) related to Planning shall be published in a newspaper circulating in the Municipality of the District of Guysborough and by posting a notice in the municipal building in Guysborough with notices appearing a minimum of 14 days prior to the meeting. The notices shall state the time, date and place of the meeting and the hours during which any relevant documents pertaining to the adoption, review or amendment may be inspected by the public.
4. The purpose of the public meeting(s) shall be to provide an opportunity for the public to comment, make suggestions, discuss and receive information with respect to the adoption, review or amendments to the Municipal Planning

Strategy and implementing land use bylaw which will be presented to the public by municipal representatives.

5. Members of the public may express their views, comments, and suggestions verbally or in writing, and all interested persons shall be given the opportunity to have their views and comments heard.
6. The public meeting(s) including the information to be presented shall be approved by Committee of the Whole and/or Council and the views, comments and concerns of the public as expressed at the public meeting(s) shall be considered by Committee of the Whole and/or Council prior to proceeding with adoption of the proposed new strategy or amendments.
7. Amendments to a Municipal Land Use Bylaw only (not policy amendments) shall be in accordance with criteria for amending the Land Use Bylaw found in the corresponding Municipal Planning Strategy and in accordance with requirements of the MGA.