

PUBLIC HEARING PROCEDURE

This Public Hearing is to provide an opportunity for the public to present their comments to Council.

This Public Hearing is for Bylaw 1440/19 – Closure of Road Plan 7770Z (Camilla School Road Closure)

<u>Agenda Item</u>	<u>Practical Considerations</u>
<p>1. CALL TO ORDER</p> <ul style="list-style-type: none"> ➤ Overview of Process <ul style="list-style-type: none"> ○ Housekeeping items (Emergency exits). ○ Speaking order <ul style="list-style-type: none"> ▪ Staff presentation, public presentation from anyone wishing to speak for or against the bylaw, and followed by clarifying questions from County Council. ○ Use of podium- Approach the podium and state your name for the record and if you are in favour or against the Bylaw. Please refrain from commenting from the gallery. ○ Applicant will have a fifteen (15) minute time limit to speak. ○ Registered speakers will have a five (5) minute time limit to speak (unless there is consent by County Council to extend the allotted time.) ○ Direct all comments through the Chair. 	<ul style="list-style-type: none"> ○ Welcome everyone ○ Let participants know where the emergency exits are ○ Remember the main objective is to listen, not debate, to the merits of the proposal or points of view expressed by speakers. ○ Everyone must be given a reasonable opportunity to be heard
<p>2. INTRODUCTION</p> <ul style="list-style-type: none"> ➤ of Council Members <ul style="list-style-type: none"> ○ Mayor Alanna Hnatiw ○ Councillor Dan Derouin, Division 1 ○ Councillor Susan Evans, Division 2 ○ Councillor Wayne Bokenfohr, Division 3 ○ Councillor Neal Comeau, Division 4 ○ Councillor Patrick Tighe, Division 5 ○ Councillor Karen Shaw, Division 6 ➤ of Staff Members <ul style="list-style-type: none"> ○ Reegan McCullough, County Commissioner ○ Collin Steffes, General Manager, Integrated Growth ○ Scott MacDougall, General Manager, Municipal Services ○ Rick Wojtkiw, General Manager, Corporate Support ○ Colin Krywiak, Manager, Current Planning and Development Services ○ Jesse Sopko, Manager, Legislative Services & Information Management ○ Lisa Schovanek, Legislative Officer, Legislative Services& Information Management 	<ul style="list-style-type: none"> ○ May not always be necessary to introduce all staff members every time: <ul style="list-style-type: none"> • names are recorded in the minutes • those presenting will state their name for the record
<p>3. OVERVIEW</p> <ul style="list-style-type: none"> ➤ Administration will provide a brief introduction of the Bylaw. ➤ Council asks questions of Administration. ➤ Applicant(s) to provide comment on their application (up to 15 minutes). ➤ Council asks questions of Applicant(s). 	

4. PRESENTATIONS

- Speakers registered upon receipt of the notice are given the floor.
- Speakers have five (5) minute time limit.
- Speakers who signed in prior to commencement of the meeting.
- Anyone else, without previous notification, who wants to speak either in favor or in opposition of the Bylaw.

- Remind participants to speak clearly and start by stating their name for the record
- Comments must be specifically related to the subject. Questions from Council (for clarification) to the Speaker, Administration or Applicant can come at any time, no debate
- Advise participants to provide written submission prior to the closing of the hearing to form part of the official public record. Minutes are recorded without note or comment.

5. REVIEW CORRESPONDENCE

- Legislative Officer will only refer to submissions by date and author. Written submissions received in advance do not have to be recited.

6. CLOSING REMARKS

- Thank those in attendance for participating and advise of next steps.
- Remind all those who spoke to submit their written submissions prior to leaving.
- Prior to closing the public hearing, the Chair will inquire with Council whether they are satisfied with the information received. Should Council wish to obtain further information, a motion to recess the hearing may be made.

- Applicant may be granted an opportunity to address any contradictory evidence at the discretion of the chair.
- Final Questions for clarification
- Late comments will not be shared until after the resolution or bylaw is dispensed with.

7. CLOSE PUBLIC HEARING

- Council advises that once the public hearing is closed Council is unable to receive any further written or verbal submissions.
- The Chair will officially declare the public hearing closed.

- Remind members of the public who haven't already done so to sign the Sign-in Sheet.

8. ADJOURN