

Request for Decision

Title	Report to Council on Sufficiency of Petition Submitted Regarding Local Improvement
Proposed Motion	That Council receive the attached report titled "Report to Council on Sufficiency of Petition Regarding Local Improvement" as information and accept the CAO's declaration that the petition as submitted is insufficient.
Administrative Recommendation	Administration recommends that the "Report to Council on Sufficiency of Petition Regarding Local Improvement" be received as information and that Council accept the declaration that the petition is insufficient, as it does not meet all of the requirements as per sections 222 to 226 of the <i>Municipal Government Act (MGA)</i> .
Previous Council Direction	None.
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none"> ◆ In March of 2018, in conjunction with Engineering Services, information was provided to a resident regarding submitting a petition to Council in relation to streetlighting. The resident was provided a copy of the document "Petition to Your Council – Information for the General Public, Elected Officials and Municipal Officers" as well as the website address for Municipal Affairs. The document provides detailed information, instructions and samples for completing and submitting petitions, as well as contact information for Municipal Affairs to answer questions. ◆ June 1, 2018, a petition was submitted by the Representative of Petitioners. Based on the email attached to the petition, it is understood that the petition is regarding a local improvement for streetlighting. ◆ On June 6, 2018, the Petitioner's Representative was advised that the petition had been received on June 1, 2018 and further advised that a report would be made to Council within 45 days regarding the sufficiency of the petition, as per the MGA. ◆ A petition to Council is filed with the CAO, who is responsible for determining the sufficiency of the petition in accordance with section 225 of the MGA.

- ◆ Sections 222 to 226 outline the requirements for a petition to be sufficient. Section 392 outlines the additional petitioning requirements for petitions regarding a local improvement tax.
- ◆ The petition has been declared insufficient because it does not meet all the requirements of sections 222 to 226 of the *Municipal Government Act* (MGA), specifically section 224(1), which states, “A petition must consist of one or more pages, each of which must contain an identical statement of the purpose of the petition.”
- ◆ As per section 226(3) of the MGA, “If a petition is not sufficient, the council or Minister is not required to take any notice of it.”
- ◆ The “Petition to Your Council – Information for the General Public, Elected Officials and Municipal Officers” document provides a number of checklists for completing and submitting petitions, including:

“Representative of Petitioners Check List

- Read the relevant sections of the Municipal Government Act and the Local Authorities Election Act. Ensure you are aware of any Municipal Bylaw regarding petition requirements.
- Be aware of the number of signatures required for the type of petition you are presenting.
- Ensure the Witnesses are aware of their responsibility.

When a petition is received by the CAO, it **must** include:

- Each page of the petition must contain an identical statement of the purpose of the petition (Appendix D). (highlighting added)
- Each page of the petition must contain an identical statement of the protection of personal information on petitions (Appendix D).
- A completed Witness Affidavit for each witness (Appendix E), properly signed by a Commissioner for Oaths.
- A signed and dated Statement of Representative Petitioners (Appendix F).”

External Communication

It was confirmed with Municipal Affairs that once a petition is submitted, it must be accepted “as is” and be reviewed for sufficiency by the CAO, with a report to be provided to Council regarding whether the petition is sufficient.

Relevant Policy/Legislation/Practices:

Municipal Government Act, RSA 2000, c.M-26



Municipal Affairs publication - “Petition to Your Council – Information for the General Public, Elected Officials and Municipal Officers”

Implication of Administrative Recommendation

Strategic Alignment:

Strong Local Governance and Regional Leadership:

Goal 1.1: Sturgeon County provides efficient and effective leadership

	<p>Strategy 1.1.4: Citizens are engaged as active participants in municipal governance, representing the broader community.</p> <p><u>Organizational:</u></p> <p>By following the process in accordance with Provincial legislation, the organization is encouraging that a standard and consistent procedure is followed.</p> <p><u>Financial:</u></p> <p>None.</p>
<p>Alternatives Considered</p>	<p>No alternatives were considered as the requirements provided for in the MGA are clear that a petition must meet all requirements of sections 222 to 226 of the Act. If even one of the requirements is not met, the petition <i>must</i> be deemed insufficient. In this instance, section 224(1) was not met in that there was no statement of the purpose of the petition.</p>
<p>Implications of Alternatives</p>	<p><u>Strategic Alignment:</u></p> <p>None.</p> <p><u>Organizational:</u></p> <p>None.</p> <p><u>Financial:</u></p> <p>None.</p>
<p>Follow up Action</p>	<p>1. Provide copy of “Report to Council on Sufficiency of Petition Regarding Local Improvement” to Petitioners' Representative and provide further information and assistance regarding the insufficiencies of the petition as submitted.</p>
<p>Attachment(s)</p>	<p>1. “Report to Council on Sufficiency of Petition Regarding Local Improvement”</p>
<p>Report Reviewed by:</p>	<p></p> <p>Lisa Schovanek, Acting Sr. Legislative Officer, Legislative Services</p> <p></p> <p>Bill Minnes, County Commissioner – CAO</p>

Strategic Alignment Checklist

Vision: Sturgeon County: a diverse, active community that pioneers opportunities and promotes initiative while embracing rural lifestyles.

Mission: Provide quality, cost effective services and infrastructure to meet the diverse needs of the Sturgeon County community, while improving competitiveness and sustainability.

Focus Areas	Not consistent	N/A	Consistent
Strong Local Governance and Regional Leadership			
<i>We promote consistent and accountable leadership through collaborative and transparent processes (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Consistent with neighborhood role (see MDP), master plans, policies</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Considers fiscal stability and sustainability</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Has a positive impact on regional and sub-regional cooperation</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Respect the Natural Environment			
<i>We acknowledge the importance of a healthy environment and will minimize and monitor our impact on ecosystems (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Compliance with Provincial and Federal regulations and/or legislation</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Ensure effective environmental risk management</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community Identity & Spirit			
<i>We will build upon our strengths, where together we will create an inclusive, caring community (Strategic Plan, (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Promotes and/or enhances residents' identification with Sturgeon County</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Enhances service provision through community partnerships</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Supports Sturgeon County's cultural history</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Planned Growth and Prosperity			
<i>We encourage varied and integrated enterprises that enhance our strong economic base, while balancing the needs of the community and natural environment. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Does the proposal align with the Integrated Regional Growth Strategy (map/policies) pg. 26 MDP</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Considers cumulative costs and long-term funding implications</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Targets growth around current or planned infrastructure</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Maintain and Enhance Strong Communities			
<i>We are committed to a safe, secure community, where our residents are respected and provided with access to opportunities. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Positive impact on residents' quality of life</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Supports and promotes volunteer efforts</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Provides programs and services that are accessible to all residents</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Operational Excellence			
<i>We have the organizational capability to deliver consistent and defined levels of service to all stakeholders in a professional, efficient, and cost effective manner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Staff have the knowledge, skills and capability to perform their jobs</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Streamlines operational processes and policies</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Promotes engagement and professional interaction with stakeholders</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Considers a cost-structure which allows Sturgeon County to remain competitive within a regional, national and global context</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>