

COUNCIL POLICIES AND PROCEDURES

SECTION - A

PROCEDURAL POLICIES

SUBJECT: Adoption or Amendment of By-Laws

POLICY NUMBER: A - 2

APPROVAL DATE: April 12, 1999

AMENDED DATE: May 20, 2020

PREAMBLE: By-Laws may be adopted or amended and reviewed by the Council of the Municipality of the District of Guysborough as the need and/or demand arises. It shall be the intent of Council to follow specified guidelines as outlined in detail in the Municipal Government Act for the adoption or amendment of future By-Laws. By-Laws are enacted to protect the health, safety and protection of persons, place and property and for such other purposes as authorized in the Municipal Government Act.

TERMS: The procedure for adoption of a new By-Law is as follows:

1. Once a By-Law is ready to be presented to Council, a Notice of Intent/First Reading will be conducted at a Regular Meeting of Council. This meeting must take place at least 14 days in advance of the Second Reading. A copy of the proposed By-Law shall be given to all Members of Council, this will give Members of Council an opportunity to review the proposed By-law and raise any concerns they may have regarding same.
2. The first reading will consist of a full reading of the By-Law by the Municipal Clerk, Warden or such other person as may be designated by Council.
3. Following the first reading the Members of Council will be given an opportunity to propose changes in the By-Law and these will be debated, amendments may be made if approved by Council.
4. Following First Reading, a Notice of Intent to Adopt the By Law shall be advertised in a newspaper circulating in the Municipality for 14 days and published on the Municipal Website. The notice shall state the object of the by-law, the date

and time of the meeting at which the council proposes to consider it and the place where the proposed by-law may be inspected.

5. The second reading will take place no earlier than fourteen (14) days following the first reading and at the time of the second reading of the By-Law, it will be read in its entirety again

6. Once the By-Law or amendment thereto is adopted by a majority vote of Council in accordance with the Municipal Government Act the said By-Law or Amendment shall further be published in accordance with the Municipal Government Act by seeking approval of any Minister of the Crown whose approval is required, publishing a notice in a newspaper circulating in the municipality, stating the object of the by-law and the place where it may be read, and having the Municipal Clerk file a certified copy of the Bylaw with the Minister under the Municipal Government Act.