

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: June 17, 2026

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 or amendment of by-laws is as follows:

1. A by-law shall be read twice at a Regular Council Meeting.
2. Members of Council shall receive a copy of the proposed by-law at least 48 hours prior to the First Reading. This will give members of Council an opportunity to review the proposed by-law and raise concerns they may have regarding same.
3. At least fourteen days before a by-law is read for a second time, notice of Council's intent to consider the by-law shall be published in a newspaper circulating in the municipality or posted on the municipality's website.
4. The notice of intent 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. 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.
6. When a by-law is published, the clerk shall file a certified copy of the by-law with the Minister.