

COUNCIL POLICIES AND PROCEDURES

SECTION H

MISCELLANEOUS

SUBJECT: Public Participation & Engagement Program

NUMBER: Policy H-15

APPROVAL DATE: December 14, 2011

AMENDED: September 16, 2026

PREAMBLE: It shall be the policy of Council to ensure public participation & engagement 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 Planning & Development, Section 204 & 204A.

TERMS:

1. When preparing a new Municipal Planning Strategy (MPS) and its implementing Land Use Bylaw (LUB) or when preparing proposed amendments to an existing MPS and LUB, it shall be the policy of Council:
 - a. To hold a minimum of one informal public meeting and one formal Public Hearing to allow public input on the proposed documents in accordance with the requirements of the MGA.
 - b. To engage, by way of written notification, with abutting municipalities when Council is adopting or amending a MPS.
2. Amendments to a Municipal Land Use Bylaw only (not policy amendments) shall be in accordance with the MGA, Part VIII Planning & Development, Section 210.
3. Notice of any public participation meeting(s) related to Planning shall be published in accordance with the MGA, Part VIII, Planning & Development.
4. 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. Written submissions or requests for oral presentations must be received by no later than 3:00 pm on the day of the Hearing.
5. The public meeting(s) including the information to be presented will be reviewed 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 the adoption of the proposed new strategy or amendment.