

NOTICE

No notice is required for Regular Council Meetings unless Council changes the date, time or place of the regularly scheduled meeting, in which case, 24 hours notice must be given to the public and to Councillors not present when the changes were made. For Special Council Meetings, 24 hours notice must be given stating the date, time, place and purpose of the meeting unless two thirds of Councillors vote otherwise.

Committee meetings require 24 hours notice.

NOTICE OF PUBLIC HEARING



Illustration by Marc Hughes, copyright Planning Commissioners Journal

Contact the Planning and Development Team!

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This pamphlet should not be interpreted as exhibiting the exact guidelines of the Land Use Bylaw #22-2007. For complete bylaw information, please contact the Town of Slave Lake, Planning and Development.



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Planning and Development

Public Hearing Process



Public Hearing



Working together, building a better community

Public Hearing Process

Under the Municipal Government Act Council must hold a Public Hearing on a proposed bylaw or resolution unless enacted otherwise, before second reading or before Council votes on a resolution. The Hearing must be held during a regular or special council meeting.

Council may establish procedures for Public Hearings.

The public have the right to be present, subject to proper conduct, and the duty of Council to discuss confidential matters in camera.

Council must hear any person, any group of persons, or person representing them, who claims to be affected by the proposed bylaw or resolution, provided these persons have complied with the procedures adopted by Council; and

Council may also hear any other person who wishes to make representations and whom the Council agrees to hear.

Council may make rules regarding the conduct of public hearings:

- whether submissions will be made orally or in writing;
- whether those making submissions to Council will be required to give notice in advance;
- whether those making submissions will be compelled to take an oath;

- whether the time limits or other procedures should be altered when the person making the submissions can show that he speaks for a group of members of the public.



Procedure

1. The Chair will call the meeting to order, provide the purpose for the Public Hearing and outline the procedural rules for the conduct of the Hearing.
2. The owner/applicant regarding the Public Hearing may make a presentation limited to ten (10) minutes
 - a) pass the bylaw or resolution;
 - b) make any amendments to the bylaw or resolution it considers necessary and proceed to pass it without further advertisement or hearing; or
 - c) defeat the bylaw or resolution.

3. The Chair will invite any person, group of persons, or person representing them, who claims to be affected by the proposed bylaw or resolution that wish to be heard. Speakers will be limited to five (5) minutes to express their views. A speaker will not debate a point of view with another speaker but will seek clarification through the Chair.
4. A person wishing to speak a second time may be allowed to provide additional information only after all other speakers have been heard for the first time.
5. Those in attendance at the Public Hearing will refrain from applause, cheering, heckling, booing, inappropriate language, other expressions of emotion, outbursts or criticisms aimed at individuals or groups, whether in favor of or opposition to, any particular application or argument. Placards, posters and signs are not permitted. The Chair may expel a person or a group of persons from the meeting for improper conduct.
6. After all the presentations have been heard, the Public Hearing is then closed. No other submissions or presentations from the public or the applicant may be received by Council.
7. After considering the presentations about the proposed bylaw or resolution at the Public Hearing and after considering any other matter it considers appropriate, Council may:

