



VILLAGE OF HAZELTON

POLICY: Delegations and Petitions

ADOPTED: February 11, 2014

PURPOSE:

Council adopted a new Procedure Bylaw on February 11, 2014. This policy was formerly part of the Procedure Bylaw.

GUIDING PRINCIPLES:

To encourage and assist the public in approaching Council to present or discuss issues of public interest. To allow individuals or groups to address Council at open meetings.

Delegations

- The corporate officer may schedule delegations on the Council agenda upon receipt of a request in writing.
- Where notification has not been received by the corporate officer, an individual or delegation may address the meeting if approved by the unanimous vote of the members present.
- Council must not permit a delegation to address a meeting of the Council regarding a bylaw in respect of which a public hearing has been held, where the public hearing is required under an enactment as a pre-requisite to the adoption of the bylaw.
- The corporate officer may schedule delegations to another Council meeting or advisory body as deemed appropriate according to the subject matter of the delegation.
- The corporate officer may refuse to place a delegation on the agenda if the issue is not considered to fall within the jurisdiction of Council. If the delegation wishes to appeal the corporate officer's decision, the information must be distributed under separate cover to Council for their consideration.

Petitions

A petition shall include the name, signature and civic address of each petitioner, and in the case of a corporation, the authority given by the corporation to sign the petition shall be provided within the petition.

Petitions shall be considered public documents.

All communications and petitions intended to be presented to Council shall be legibly written, typed or printed, signed by at least one person and shall be dated and include a contact phone number before being accepted.