

**BYLAW 22-041  
OF  
LAC LA BICHE COUNTY**

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A BYLAW OF LAC LA BICHE COUNTY IN THE PROVINCE OF ALBERTA TO AMEND THE MEETING PROCEDURES BYLAW.

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**WHEREAS** under the authority and pursuant to the provisions of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, and amendments thereto, Council may pass a bylaw in relation to the establishment and functions of Council Committees, and the procedures and conduct of Council and Council Committees;

**AND WHEREAS** Lac La Biche County Council adopted Bylaw 20-032 as the Meeting Procedures Bylaw;

**AND WHEREAS** it is deemed expedient to amend Bylaw 20-032;

**NOW THEREFORE** under the authority and pursuant to the provisions of the said *Municipal Government Act*, and by virtue of all other enabling powers, the Council of Lac La Biche County, duly assembled, enacts as follows:

**1(1) The Meeting Procedures Bylaw 20-032 is amended as set out in this Bylaw.**

**(2) Section 10 is amended by repealing subsection (3), and substituting the following:**

(3) *Delegations are required to provide presentation material to Administration at least six (6) days prior to the scheduled delegation to ensure the material is included in Council's agenda package. If the delegation is making a verbal presentation, the written delegation request noted in 10(1) will be included in the agenda.*

**(3) Section 25 respecting Meeting Length is repealed.**

**(4) Schedule A Public Hearing Procedures is amended by repealing bullets 1 through 12 and substituting the following:**

1. *Wherever possible, persons interested in speaking at a public hearing should register with Administration and forward a written submission prior to the public hearing.*

2. *All written submissions received by Administration may be made available for public inspection and will be included in the published agenda materials on the County's website following the public hearing. Only those written submissions collected by Administration prior to the close of the public hearing will be retained and form part of the official record.*

3. *The Chair shall state the purpose of the public hearing (i.e. bylaw number and general description of the bylaw) and declare the hearing open.*

4. *Administration will outline the public hearing procedures for all those present and will confirm that the public hearing has been advertised in accordance with the applicable legislation.*
5. *Administration will provide an overview regarding the resolution, bylaw or matter to be dealt with.*
6. *The Chair shall allow presentations from the public. Presentations shall be directed to the Chair and be limited to ten (10) minutes in duration. Public presentations may be made verbally, in writing, or both, with copies of written submissions being filed with Administration.*
7. *The Chair shall request those who wish to make a verbal presentation to identify themselves and presentations shall be in the following order:*
  - a. *The applicant (if applicable);*
  - b. *Those in support of the proposed bylaw, resolution or matter to be dealt with. Each presenter will be given one opportunity to address Council. Written submissions in support shall be read into record;*
  - c. *Those opposed to the proposed bylaw, resolution or matter to be dealt with. Each presenter will be given one opportunity to address Council. Written submissions that are opposed shall be read into record;*
  - d. *Any other person, group of persons or representatives who claim to be affected by the matter or wish to be heard by Council. Each presenter will be given one opportunity to address Council. Written submissions shall be read into record;*
  - e. *The applicant (if applicable), to make closing comments.*
8. *The Minutes of a Public Hearing will reflect the name of the presenters, and will include a summary of the presentations.*
9. *Persons making presentations may be asked questions by Members for the purpose of clarifying the speaker's comments. Council will not debate the matter during the hearing. The decision(s) regarding whether or not to grant the bylaw(s) further readings or approve the resolution will be dealt with following the close of the public hearing, which may be later in the meeting or at a subsequent meeting.*
10. *Following the presentations, Administration will respond to any questions from Members.*
11. *The Chair may recess the public hearing to take short break with the intent of returning to the public hearing later in the same meeting, or to postpone the public hearing to another Council meeting.*
12. *The Chair shall close the public hearing.*
13. *Once the public hearing is closed, Council or Administration shall not receive any additional information on the proposed bylaw or resolution without reopening the public hearing.*

- (5) **Schedule B Public Input Procedures is amended by striking out “230” and substituting “216.4”.**

**Severability**

- 2 Each provision of this Bylaw is independent of all other provisions. If any such provision is declared invalid by a court of competent jurisdiction, all other provisions of this Bylaw will remain valid and enforceable.

**Effective Date**

- 3 This bylaw shall come into effect upon passing of the third reading.

**THAT BYLAW 22-041 BE GIVEN FIRST READING THIS 22<sup>nd</sup> NOVEMBER, 2022.**

**THAT BYLAW 22-041 BE GIVEN SECOND READING THIS 22<sup>nd</sup> NOVEMBER, 2022.**

**THAT BYLAW 22-041 BE SUBMITTED FOR THIRD READING THIS 22<sup>nd</sup> NOVEMBER, 2022.**

**THAT BYLAW 22-041 BE GIVEN THIRD AND FINALREADING THIS 22<sup>nd</sup> NOVEMBER, 2022.**

"Original Signed"

Mayor

"Original Signed"

Chief Administrative Officer