

PROCEDURAL RULES FOR
CONDUCTING A PUBLIC HEARING

Local Government Act – Part 26, Div. 4 [Public Hearings on Bylaws]
Things to know:

THE PUBLIC HEARING IS
TO CONSIDER AN AMENDMENT TO THE VILLAGE OF LUMBY
ZONING BY-LAW 395,1986
VILLAGE OF LUMBY
VILLAGE COUNCIL CHAMBERS
MONDAY, FEBRUARY 16, 2009
6:30 P.M.

The purpose of the Public Hearing is to obtain input from the general public in relation to a zoning application for That Part of Amended Lot 2 (see 140937F) lying to the North of Highway as shown on Plan A975, District Lot 18, ODYD, Plan 2093, Except Plans B6988 and 27221, located at 1633 Vernon Street to be rezoned from Highway Service Commercial (C-2) zone to the General Commercial (C-1) zone.

1. Call the Public Hearing to Order
2. Introductions of Members of Council, Staff and/or guests present
3. “The purpose of this Public Hearing is to provide you with an opportunity to express opinions and concerns relative to the item(s) subject to this public hearing”

“The Public Hearing is to allow us (the Village Council) the opportunity to hear your opinions and concerns on the item before you, **it is not a debate**. Your opinions and concerns will be reported back to the Council for their consideration as part of their decision making process.”

“For those of you who wish to speak on the item before you, I ask that you wait to be recognized by the Chair, that you use the podium (if one is available), and that you state your name and address for the record.”

“We will give **everyone the opportunity to be heard**. If time permits, and you have something new you would like to introduce, you may be given a

second opportunity after everyone has had the chance to speak. Remember, this is not a forum to debate with other speakers.”

“We ask that, in fairness to all others who may wish to speak, that you keep your presentation brief, and advise that, if the Chair feels that you are repeating information that has already been presented, or that you are speaking on something that is not relevant to the item being discussed, you may be asked to give way to the next speaker.”

4. Introduce the first item that is the subject of the hearing (deal with only one item at a time)

You may wish to have a staff/resource person introduce the item.

If there are any written submissions acknowledge them at this time.

5. Allow for Public Presentations

6. Close the Public Hearing (on the item under discussion)

When it appears that there are no more speakers on the item, announce that:

“If there are no more speakers I declare the Public Hearing on the (repeat the item being heard) closed.”

If there is more than one item on the agenda, repeat steps 4 through 6 for each item.

Note: Those in attendance at a public hearing must be afforded a fair hearing. The failure to allow “ALL PERSONS WHO BELIEVE THAT THEIR INTEREST IN PROPERTY IS AFFECTED BY THE PROPOSED BYLAW” to make their views known at a public hearing is a matter which could result in an order of the court being made upon an application for judicial review.