



PUBLIC INPUT PERIOD PROCEDURE POLICY

Applicability: CVRD Board/Committee/Commission

PURPOSE:

To afford an opportunity for the public to comment on an agenda item at a meeting of the Board, or a Committee or Commission of the Board.

POLICY:

The Public Input Period is subject to the following provisions:

- 1) The Board of Directors is committed to fostering a safe, respectful, and orderly environment for the public to participate in meetings. All participants shall:
 - a) Respect other members of the public, Directors and staff.
 - b) Refrain from disruptive behaviour that would impede the proceedings.
 - c) Conduct themselves in a civil and respectful manner.
 - d) Comply with directives from the meeting Chair in a prompt and orderly fashion.
- 2) PLACEHOLDER – future reference to governing Respectful Spaces Policy.
- 3) A total time allotment of 15 minutes is available for public comments. Extendable by an additional 15 minutes only by 2/3 majority vote.
- 4) Prior to the start of a meeting, the Chair, Corporate Officer or their designate may prepare a speakers' list for Public Input Period.
- 5) Each speaker shall be first recognized by the Chair and, prior to speaking to the Board/Committee/Commission via the Chair, the member of the public is to provide their name and place of residency (this need not be their full address).
- 6) Each speaker is welcome to comment on any item(s) on the agenda up to a maximum of 3 minutes, excluding:
 - a) Planning and Land Use Management and Heritage Conservation bylaws for which a public hearing has been scheduled;
 - b) Planning and Land Use Management and Heritage Conservation bylaws that have been the subject of a public hearing, where the board has not yet determined whether to adopt the bylaw;
 - c) Planning and Land Use Management bylaws that are subject to the public hearing prohibition in s. 464(3) of the Local Government Act;
 - d) Matters related to bylaw enforcement, or legal proceedings where a judgement has not yet been given;
 - e) CVRD labour relations or employee relations;



- f) litigation or potential litigation;
 - g) a record held in confidence by the Regional District, unless that record has been lawfully released to the public by the Regional District;
 - h) information considered in a closed meeting, unless that information has been lawfully released to the public by the Regional District;
 - i) a request for access to information under the *Freedom of Information and Protection of Privacy Act*, RSBC 1996, c 165;
 - j) a statutory reconsideration or appeal of a Board decision, unless the person making submissions to the Board is the person entitled to request the statutory reconsideration or appeal or their legal representative, or reconsideration is consistent with a CVRD policy or bylaw;
 - k) the promotion of commercial products or services;
 - l) an election campaign or election-related issues;
 - m) publicly tendered contracts or proposal calls for the provision of goods or services for the Regional District between the time that such contract or proposal call has been authorized and the time such contract or proposal call has been awarded; or
 - n) subjects that do not fall within the jurisdiction of the Board/Committee/Commission.
- 7) Members of the Board/Committee/Commission will not respond to questions or engage in dialogue or debate, except so far as to clarify information being communicated by a speaker.
- 8) Speakers' comments may be recorded and/or live-streamed on the CVRD website. By speaking at the meetings where Public Input is received, members of the public are consenting to disclosure of any personal information made evident through their input. Personal information may include a member of the public's name, address and personal opinions.

Approved by: CVRD Board: June 26, 2019 Updated by: CVRD Board: Sept. 25, 2024
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