

# Council Policy

## Petitions to Council – CCR -2

Effective:	June 4, 2019
Authorized By:	Council
Resolution:	19-15-279
Replaces:	April 3, 2018

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### Purpose

Residents of Quesnel have the right to petition their local government. The purpose of this policy is to provide the requirements for petitions and how petitions are processed by City staff when a Petition is delivered to Council.

### Petitions - Requirements

1. Each page of the petition must clearly state the specific area of interest for the petition (a statement that outlines what the petition is about), so that each petitioner who signs the petition knows what they are petitioning Council for. This statement should also include wording that indicates the petition is part of the public process and is considered a public record that is available for public inspection. (See Attached Schedule "A" - Sample Petition)
2. Each petition must contain columns/rows for: PRINTED name, signature and full address and signature for each petitioner.
3. Each petition must contain original signatures of petitioners.
4. Petitions that contain originally signed signatures can be submitted to Council, via the Corporate Office, or designate. Online/digital petitions will not be accepted.
5. To submit a petition to Council, include the petition organizer's name, full address, phone number, and email address. Petitions can be mailed or hand delivered to the Corporate Officer at City Hall, or by mailing to:

Mayor and Council  
c/o Corporate Officer  
City of Quesnel  
410 Kinchant Street  
Quesnel, B.C. V2J 7J5

6. At the discretion of the Corporate Officer, Petitions that do not align with municipal responsibilities under the *Community Charter* will not be delivered to Council.



## **Petitions – Public Hearing Procedure**

Deliver the petition to the Corporate Officer, or designate, prior to the deadline submission that is listed in the Public Notice for the Public Hearing. The petition will be circulated to Council for consideration, and made available for public inspection, in advance of the Public Hearing being held. The Corporate Officer will announce at the Public Hearing how many petitions were received. Petition organizer(s) are encouraged to speak to Council about their petition at the Public Hearing.

Petitions received by the Corporate Officer after the deadline submission will be circulated to Council and made available for public inspection at the time they are received at the Public Hearing. In order to form part of the Public Hearing permanent record, all petitions must be received by the Corporate Officer before the Public Hearing adjourns. Petition organizer(s) are encouraged to speak to Council about their petition at the Public Hearing.

## **Statutory Petitions – General Requirements – Local Government Service Area or Alternate Approval Process**

### **Local Government Service Area:**

For Local Government Service Area Statutory Petitions, please refer to the procedures and guidelines as described in the Local Services Policy CF-8.

### **Alternate Approval Process**

When an Electoral Response Form Signed by Multiple Electors (Statutory Petition) for an Alternate Approval Process has been chosen by the Local Government, this Statutory Petition must clearly state the question that has been approved by Council. This Statutory Petition, as well as the corresponding information sheet and various voter forms, can be obtained by contacting the Corporate Officer.

The Corporate Officer, or designate, has the authorization to reject portions of the a Statutory Petition that do not meet the voter eligibility requirements when Statutory Petitions are being submitted for an Alternate Approval Process, Section 86 of the *Community Charter*, or for a Local Service Area, Section 212 of the *Community Charter*.