

Section: <b>Administration &amp; Governance</b>	Policy number: <b>A-10</b>
Subject: <b>Petitions Policy</b>	Effective Date: <b>January 21, 2009</b>
	Revision Date:
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## **Corporation of the Municipality of French River Petition Policy**

### **1. PURPOSE**

This policy establishes rules governing petitions submitted to Council of the Municipality of French River for consideration.

### **2. POLICY**

It is the fundamental right of citizens to petition their elected representatives. The rules detailed in this policy are to govern Civic Petitions, and will ensure the authenticity of petitions and help protect both petitioners and Municipal Council.

### **3. ELIGIBILITY**

Anyone who is at least 18 years of age and a resident of the Municipality of French River, including businesses and unincorporated associations where the majority of the membership consists of residents of the Municipality of French River.

### **4. TYPES OF PETITIONS**

- 4.1. The major types of petitions are as follows:
- 4.1.1. Drainage Petition
  - 4.1.2. Local Improvement Petition
  - 4.1.3. Special Capital Improvement Petition
  - 4.1.4. Civic Petition

### **5. RULES AND REGULATIONS**

- 5.1. Drainage Petitions: Rules and regulations are governed by the Drainage Act, R.S.O. 1990, c. D.17, and the Tile Drainage Act, R.S.O. 1990, c. T.8
- 5.2. Local Improvement Petitions: Rules and regulations are governed by Ontario Regulation 586/06 (O.REG. 586/06)
- 5.3. Special Capital Improvement Petitions: Rules and regulations are governed by Part XII of the Municipal Act 2001, S.O. 2001, c.25, and the Municipality of French River Special Capital Improvement Charges Policy
- 5.4. Civic Petition: This is a written request signed by citizens that asks the Municipal Council to do something within their power about a particular issue. Rules and regulations are governed by this policy.
  - 5.4.1. If the petition does not conform to this policy, the petition may be returned. Rules help ensure the authenticity of petitions and help protect both petitioners and Municipal Council. The petition must be addressed to Council, and printed, typewritten or legibly written in either English or French.
  - 5.4.2. Minimum Contents
    - 5.4.2.1. A statement of purpose. This statement of purpose must be repeated at the top of each page.
    - 5.4.2.2. The signatures of a least two citizens currently residing in the Municipality of French River.
    - 5.4.2.3. The local addresses of each citizen signing the petition.

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5.4.2.4. The name of a spokesperson (or “principal petitioner”) including their mailing address, street address and telephone number.

## 6. TOPICS FOR PETITION

- 6.1. The subject of any petition must be a matter over which Council has the power to act. In other words, the topic must be a municipal responsibility rather than a Provincial or Federal matter.
- 6.2. Petitions may also be used solely to express public opinion to Council without requesting a resolution.
- 6.3. The petition will not be accepted by Council if the matter must be referred to the Courts or to a Provincial or Federal Tribunal. This restriction also applies when you have a statutory right of appeal or a pending legal action.
- 6.4. If the petition is similar to a petition already considered by Council over the past year, your petition will be considered only if it contains substantial and material new evidence.
- 6.5. Any questions regarding Council’s authority to deal with the petition may be directed by contacting the Municipal Office.

## 7. SUBMITTING A PETITION

- 7.1. All petitions should be submitted to a Member of Council who will then file the petition with the Clerk of the Municipality of French River and present the petition on behalf of the petitioners to Council. It should be noted that a petition can be given to any Member of Council for presentation. The Councillor does not necessarily have to represent the Ward.
- 7.2. Presented by a Delegation: A delegation, addressing Council on a specific by-law or motion, may also file a petition with the Municipal Clerk at the conclusion of their presentation.
- 7.3. On presentation to Council, a petition becomes a public document and can be viewed by Members of Council, citizens and the news media.

## 8. PREPARING A PETITION

- 8.1. The petition must contain the minimum contents listed in section 5.4.2.
- 8.2. If the petition is from a business or organization then a duly authorized officer of the business or organization must sign the front page of the petition on behalf of the business or organization, and include all contact information.
- 8.3. The petition must be in English or in French
- 8.4. Language must be respectful, moderate, and contain relevant information
- 8.5. If signatures are affixed to more than one sheet, the statement of purpose identifying the intent, grievance, or action requested must be repeated at the top of each signature sheet.
- 8.6. Petition forms are available at the Municipal Office, and are available on the web site. You are not required to use the official form, but the petition must contain the information as required by section 8 of this policy.
- 8.7. Appendix “A” PETITION TO THE MUNICIPALITY OF FRENCH RIVER, forms part of this policy.

## 9. AUTHORITY

Authority to control petitions is derived from Sections 8 and 9 of the Municipal Act 2001, S.O. 2001, c.25.

This policy is approved by Resolution No. 2009-18 of the Council of The Municipality of French River, this 21 day of January, 2009.

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## Appendix "A"

### PETITION TO THE MUNICIPALITY OF FRENCH RIVER

We the,

Identify in general terms, who the petitioners are: example: residents of Ward XX, or Residents of Street, etc.

#### Statement of Purpose

State the specific request for action you wish Council to undertake.

*This is to be included on each signature page*

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Briefly state the matter or argument in support of your petition.

*This is to be included on each signature page.*

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#### NAME ADDRESS AND TELEPHONE NUMBER OF THE SPOKESPERSON OR PRICIPLE PETITIONER:

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	<b>Signature</b>	<b>Addresses</b>
	Only original signatures are permitted. If signing on behalf of a business or organization you should indicate if you are the owner, president, secretary, etc.	Your residential address in the Municipality of French River
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