

## Public Consultation Plan

### Proposed Residential Rental Property Registration (RRPR) Bylaw

#### Week of July 8, 2024:

- Monday, July 8, 2024 – City Council Meeting. *Following Council Approval, if obtained, Public Consultation Process will proceed as outlined below.*

#### Late – week of July 8, 2024:

- EXTERNAL:** Media release issued by the City of North Battleford to introduce the public consultation process and highlight the need for public engagement with respect to the proposed RRPR Bylaw pending Council's approval of public consultation process.

Media release to outline the rationale for the proposed Bylaw and ways by which the public may contact the City to express opinions, ask questions, outlining forthcoming virtual consultation sessions, public survey available online with online support available at City Hall Reception for individuals requiring assistance. Questions or comments to be emailed to [info@cityofnb.ca](mailto:info@cityofnb.ca) starting immediately.

*Registration and information page on City website will be live on the City's website.*

*Registration will not commence if or until the Bylaw is adopted.*

#### July 15 – August 15, 2024 (occurring concurrently):

- INTERNAL:** Administration to meet with various stakeholders to explain the proposed Bylaw, receive feedback and suggestions. Includes landlord associations, government ministries/services, frontline workers, multiple levels of government, First Nations and Métis governments, and other agencies as required.
- EXTERNAL:** Launch online survey and email address where questions, comments, and feedback may be directed by the public and fielded by members of Administration.
- EXTERNAL:** Administration to host two public sessions via Zoom or Teams to allow for maximum accessibility, which can be recorded for future reference (if necessary). One session shall be a lunchtime session, and one can be held at 5:30pm for those who may not attend during a typical workday. Administration will also host two in-person sessions at the North Battleford Public Library to receive feedback and answer questions.

#### Last two weeks of August 2024:

- INTERNAL:** Administration to begin reconciling all feedback and information obtained through public consultation process.
- EXTERNAL:** The public will be invited (using social media and the City's website) to submit final input for this proposed bylaw by a specified date, and the City will advise that the

matter will be receiving first and second readings at the September 9<sup>th</sup>, 2024 City Council Meeting.

### **September 2024:**

- **INTERNAL:** Administration to consolidate feedback and draft Bylaw for provision to City Council for consideration for the Bylaw's first and second readings at the September 9<sup>th</sup>, Council Meeting. This enables any amendments required within the Bylaw to be prepared before the September 23<sup>rd</sup>, 2024, City Council Meeting.  
*It is necessary for the public to note that while all feedback and ideas will be appreciated, received, and evaluated by Administration, not all suggestions or feedback will be presented to City Council publicly, nor will all suggestions be incorporated into the draft Bylaw.*
- **EXTERNAL:** Administration to present the draft Bylaw for first and second readings at the September 9<sup>th</sup>, Council Meeting. The Council meeting will be open to the public on Zoom or in-person, but members of the public will not be permitted to speak unless they request the opportunity to appear as a delegation, which requires a request at least 10 days in advance of the Council meeting date. Information about appearing as a delegation can be obtained from the City Clerk at [cityclerk@cityofnb.ca](mailto:cityclerk@cityofnb.ca).

### **Late 2024, dates to be determined**

- **INTERNAL:** The direction of Administration with respect to this Bylaw will be obtained after the Bylaw receives its first and second reading in early September. Following this second reading, Administration may be tasked with several different directives at Council's discretion.
- **EXTERNAL:** Follow-up consultations and input, if required and directed by Council, will take place between second and third readings of this Bylaw. Future meeting dates for third reading and adoption could be impacted by the following items: Administration follow-up as directed by Council, conflicting 2025 Budget meetings, the 2024 Municipal Election, etc.