



TOWN OF HINTON

POLICY TITLE: REGULATORY BYLAW REVIEW POLICY

POLICY #: 076

EFFECTIVE DATE: OCTOBER 21, 2008

**ADOPTED BY
COUNCIL ON: OCTOBER, 21, 2008**

POLICY STATEMENT

The Town of Hinton will conduct a review of the Town's Regulatory Bylaws on a five year basis.

REASON FOR POLICY

This policy exists to ensure that the Town of Hinton Regulatory Bylaws meet with community needs and are current with Provincial and Federal regulation.

DEFINITIONS

Regulatory Bylaws: Bylaws that pertain to the health, safety, general welfare and convenience of the public and does not include Common Law. Examples of Regulatory Bylaws are as follows:

Animal Control Bylaw	Anti-Idling Bylaw
Nuisance Bylaw	Garbage Bylaw
Traffic Bylaw	

RESPONSIBILITIES

Council to:

- set Town Policy.

Bylaw Services to:

- review and amend regulatory bylaws enforced by the department every five (5) years or as necessary.

- circulate new or amended policies to affected departments for their input and concurrence.
- present final draft to Town Manager for review.
- circulate and ensure employees are aware of all new bylaws or amendments.

Town Manager to:

- review final draft policy and present to Council for adoption.
- oversee successful implementation.

1. PROCEDURES

- i. Environmental scan
- ii. Staff identify/priorize (emerging trends)
- iii. Council Standing Committee (review principles)
- iv. Council (present bylaw)
- v. Public feedback
- vi. Council adoption