

PUBLIC PARTICIPATION PROCESS FOR PUBLIC HEARINGS

Due to the coronavirus pandemic, the Government of Alberta has enacted the *Meeting Procedures (COVID-19 Suppression) Regulation* pursuant to Order in Council 50/2020 to permit public hearings to be conducted electronically rather than in person.

The hearings have been structured so that all who wish to participate will have the right to hear and view all discussions and speak for or against the subject matter, however it is your sole responsibility to ensure that the telecommunications equipment you utilize is capable of connection. The County is not responsible for communication difficulties at your location, and due to the expected volume of participants, is not able to trouble-shoot any technical issues.

The hearings will be recorded for purposes of preparation of minutes only and the recording will be destroyed after the minutes are subsequently approved.

TO OBSERVE THE PUBLIC HEARING ONLY

If you wish to observe and listen to the proceedings ONLY, the hearing will be live-streamed on YouTube. No pre-registration is necessary.

10 minutes prior to the scheduled time of the hearing, please connect to the following address: <https://www.youtube.com/channel/UCJelgBlzpUup4GDeMECLHeQ>. This address is available ONLY during the scheduled Council meeting and is not available for viewing after the Council meeting has concluded.

You will not be able to address Council via this communication method. If you wish to do so, please review the following options for input.

TO PARTICIPATE IN THE PUBLIC HEARING

Your input and comments regarding the subject matter are welcome and will be accepted as follows:

WRITTEN INPUT

Advance Written Submissions

Written submissions, provided in advance of the public hearing, are preferred. You may mail, e-mail, or fax your submission to Kim Vana, Development Officer, on or before 4:30 pm, one week prior to the public hearing.

Written Submissions During the Hearing

If you wish to submit comments during the hearing, you may do so by e-mail only to Cindy Cox, Executive Assistant, at cindy@beaver.ab.ca. E-mailed submissions received after the public hearing has been declared closed will not be accepted by Council.

If you submit comments regarding the subject matter in writing, the information you provide may be made public, subject to the provisions of the *Freedom of Information and Protection of Privacy Act*.

VERBAL INPUT

If you wish to speak either for or against the subject matter during the public hearing, you must pre-register by contacting Cindy Cox, Executive Assistant, at cindy@beaver.ab.ca. You will be asked for your e-mail address so that we may send you the link to the meeting within 24 hours prior to the public hearing.

The hearing will be conducted via Zoom. You have the choice to either connect to a website address or by phone. Connection information, including the link and phone number, and the meeting ID and password, will be sent to you by e-mail prior to the public hearing. If connecting on-line, please download the Zoom app in advance of the hearing at <https://zoom.us/download>.

Please connect to the meeting at least 10 minutes in advance of the hearing so that the hearing can begin promptly. Your patience is appreciated while the moderator adds each participant to the queue.

Note that you will be asked for your name when you are connected to the hearing for attendance purposes and to register yourself to speak for or against the subject matter. Your name will be added to a list of speakers and the list will be provided to the Reeve. The Reeve will personally request your input at the appropriate time during the hearing.

To ensure clear communication throughout the hearing, your microphone will be muted by the moderator until it is your turn to speak. Please be mindful of your location to avoid ambient or distracting sounds from being transmitted.

Debate and discussion amongst participants will not be permitted. The County reserves the right to mute a speaker or remove a participant from the hearing if the speaker or participant is disruptive, or displaying disrespectful behavior or offensive language.