

HOUSE USE ONLY

CHAIR:

WITH / WITHOUT



2nd SESSION, 65th GENERAL ASSEMBLY
Province of Prince Edward Island
65 ELIZABETH II, 2016

BILL NO. 58

Municipal Government Act

Honourable Robert J. Mitchell
Minister of Communities, Land and Environment

GOVERNMENT BILL

MICHAEL D. FAGAN
Queen's Printer
Charlottetown, Prince Edward Island

Municipal Government Act

WHEREAS Prince Edward Island's municipalities are established by the Province of Prince Edward Island and governed by democratically elected officials;

AND WHEREAS this Act provides the legislative framework that is necessary for municipal governments in the Province of Prince Edward Island to create and sustain safe, healthy, orderly and viable communities;

AND WHEREAS the Government of Prince Edward Island and Prince Edward Island's municipalities recognize

- (a) that public engagement is fundamental to good government;
- (b) that Prince Edward Island's municipalities are responsible and accountable local governments that play an important role in the province's economic, environmental and social prosperity today and for the future;
- (c) that the citizens of Prince Edward Island are best served when the Government of Prince Edward Island and Prince Edward Island's municipalities work co-operatively and collaboratively to advance the interests of Prince Edward Islanders generally;
- (d) the importance of the Government of Prince Edward Island and Prince Edward Island's municipalities respecting each other's authority; and
- (e) the importance of the Government of Prince Edward Island and Prince Edward Island's municipalities consulting on matters of mutual interest;

AND WHEREAS the Government of Prince Edward Island, by this Act, recognizes that municipalities require

- (a) the power and authority to address existing and future municipal needs;
- (b) flexibility in order to address differing needs in municipalities;
- (c) the authority to determine the levels of municipal expenditures and taxation that are necessary to support municipal needs; and
- (d) the authority to provide effective management and delivery of services in a manner that is responsive to municipal needs;

THEREFORE BE IT ENACTED by the Lieutenant Governor and the Legislative Assembly of the Province of Prince Edward Island as follows:

PART 1 - DEFINITIONS, PURPOSES AND POWERS

Definitions	1. In this Act,
absent	(a) “absent” means not present or in attendance at a meeting, either in person or by electronic means;
Commission	(b) “Commission” means the Island Regulatory and Appeals Commission established under the <i>Island Regulatory and Appeals Commission Act</i> R.S.P.E.I. 1988, Cap. I-11;
controlled corporation	(c) “controlled corporation” means a corporation <ul style="list-style-type: none"> (i) in which a municipality holds securities, other than by way of security only, to which are attached more than 50 per cent of the votes that may be cast to elect the directors of the corporation and, if exercised, are sufficient to elect a majority of the directors, or (ii) of which all or a majority of its members or directors are appointed by a municipality or by a group consisting of a municipality and one or more other municipalities;
council	(d) “council” means the mayor and other members of the council of a municipality;
deputy municipal electoral officer	(e) “deputy municipal electoral officer” means a deputy municipal electoral officer appointed under subsection 40(1);
dissolution	(f) “dissolution” means the process by which a municipality ceases to be incorporated as a municipality;
election	(g) “election” means an election in a municipality, and includes a by-election;
election official	(h) “election official” means a person appointed to assist the municipal electoral officer in the conduct of an election and includes but is not limited to returning officers, deputy returning officers, election clerks, poll clerks, enumerators, scrutineers and confirmation officers;
electoral district	(i) “electoral district” means either a municipality or a ward within a municipality;
emergency	(j) “emergency” means an emergency as defined in the <i>Emergency Measures Act</i> R.S.P.E.I. 1988, Cap. E-6.1;
employee	(k) “employee” means, except as provided elsewhere in this Act, a person who performs work for a municipality for pay, and includes <ul style="list-style-type: none"> (i) a person on leave from employment with a municipality, (ii) a person being trained by a municipality to perform work for the municipality,

- (iii) a person retained under an employment contract to perform work for the municipality, and
- (iv) any other person or class of person designated as an employee by the Minister,
- but does not include an independent officer;
- (l) “enforcement officer” means an enforcement officer appointed under subsection 223(4); enforcement officer
- (m) “family member” means, in relation to a person, a spouse, parent, child, brother, sister, aunt, uncle, grandchild, grandparent, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law or daughter-in-law of the person; family member
- (n) “frontage charge” means a charge or fee levied by a municipality based on the length of a property that faces a highway, road or street; frontage charge
- (o) “highway” means a highway as defined in the *Roads Act* R.S.P.E.I. 1988, Cap. R-15; highway
- (p) “improved property” means a property on which a building, structure or facility has been built, constructed, manufactured or placed; improved property
- (q) “independent officer” means an officer engaged at pleasure by a council under a procedural bylaw; independent officer
- (r) “list of electors” means the preliminary list of electors, supplementary list of electors or the official list of electors, as the context requires; list of electors
- (s) “Minister” means the member of the Executive Council charged by order of the Lieutenant Governor in Council with the administration of this Act; Minister
- (t) “municipal electoral officer” means the person appointed by a council to administer an election; municipal electoral officer
- (u) “municipal utility” means a system or facility in a municipality that is operated to provide public transportation, heat, waste heat or other services or products for public consumption, benefit, convenience or use; municipal utility
- (v) “municipality” means a city or town established under this Act, and includes a city, town or rural municipality continued under section 29, the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico continued under section 30 and a rural municipality restructured pursuant to subsection 15(2); municipality

person closely connected	(w) “person closely connected”, in relation to a member, means a family member, an agent, a business partner or an employer of the member;
police department	(x) “police department” means a police service as defined in the <i>Police Act</i> R.S.P.E.I. 1988, Cap. P-11.1;
polling division	(y) “polling division” means a geographical area in an electoral district;
polling station	(z) “polling station” means the place within a polling division where an elector goes to vote;
public utility	(aa) “public utility” means a public utility as defined in the <i>Water and Sewerage Act</i> R.S.P.E.I. 1988, Cap. W-2;
restructuring	(bb) “restructuring” means changing a boundary or boundaries of a municipality and includes an amalgamation or annexation, whether of another municipality or an unincorporated area;
sidewalk	(cc) “sidewalk” means that portion of a street between the curb line or the lateral line of the roadway and the adjacent property line that is set apart for the use of pedestrians, and includes any part of a street set apart or marked as being for the exclusive use of pedestrians;
street	(dd) “street” means the entire width between the boundary lines of every road, street, lane, alley, highway or right-of-way designed or intended for or used by the general public for the passage of persons or vehicles, and includes bridges, sidewalks and drainage works and any private place or passageway to which the public, for the purpose of parking or servicing of vehicles, has access or is invited, but does not include a highway designated under section 27 or 29 of the <i>Roads Act</i> ;
unincorporated area	(ee) “unincorporated area” means an area of the province not incorporated as a municipality.
Purposes of this Act	<p>2. (1) The purposes of this Act are</p> <p>(a) to provide a legal framework and foundation for the continuation, establishment, restructuring and dissolution of municipalities;</p> <p>(b) to provide councils with the authority and powers to fulfil their purposes in accordance with this Act;</p> <p>(c) to provide councils with the flexibility to respond to the different needs and changing circumstances in their municipalities in the performance of their duties under this Act; and</p> <p>(d) to ensure that councils are accountable to the people they serve and to the Government of Prince Edward Island.</p>

(2) This Act applies to all councils and municipalities.

Application of Act

3. The purposes of a council include, among other things,

Purposes of
municipal council

- (a) providing good government in its municipality;
- (b) providing services, facilities or other things that the council considers necessary or desirable for all or part of its municipality;
- (c) providing for stewardship of the municipality's public assets;
- (d) developing and maintaining its municipality as a safe and viable community; and
- (e) encouraging and enabling public participation in matters affecting the municipality.

4. (1) A municipality is a corporation and has, for the exercise of its powers under this and any other Act, all the rights and liabilities of a corporation as set out in the *Interpretation Act* R.S.P.E.I. 1988, Cap. I-8.

Powers

(2) In addition to the rights and liabilities referred to in subsection (1), a municipality has, for the exercise of its powers under this Act, the capacity and, subject to this Act, the rights, powers and privileges of a natural person.

Natural person
powers

(3) Despite subsections (1) and (2), a municipality shall not establish another corporation to do anything that the municipality does not itself have the legal power, right or duty to do.

Prohibition

(4) A municipality shall not be a shareholder or member of another corporation for the sole purpose of doing anything that the municipality does not itself have the legal power, right or duty to do.

Idem

5. Where there is an inconsistency between a bylaw of a municipality and this Act or another enactment, the bylaw of the municipality is of no force or effect to the extent of the inconsistency.

Effect of
inconsistency

6. A reference in this Act to the population of a municipality or other area means the population of the municipality or area as shown by the most recent census acceptable to the Minister.

References to
population

7. Except in relation to things done or required to be done under Part 3, where the time for any proceeding or for doing anything in the office of a municipality falls or expires on a day when the office of the municipality is not open to the public, the time is extended to the next day on which the office is open to the public.

Expiry of time
when municipal
offices are closed

8. (1) A council may, in writing, apply to the Minister for an extension of time for the doing of anything required under this Act and the Minister may, in writing, extend the time subject to any conditions the Minister considers necessary or advisable.

Extension of time

Minister's order	(2) The Minister may, on the Minister's own initiative, make an order extending the time required to do something under this Act.
Consultation	9. The Minister shall consult with the Federation of Prince Edward Island Municipalities respecting any substantive amendment that the Minister proposes to this Act or the regulations under this Act.
Broad interpretation	10. The powers conferred on municipalities and their councils by this Act shall be interpreted broadly in accordance with the purposes of this Act as set out in section 2 and in accordance with the purposes of councils as set out in section 3.

PART 2 - MUNICIPALITIES

Division 1 - Establishment and Restructuring of Municipalities

Classes of municipalities	11. (1) The following classes of municipalities may be established under this Act: (a) city; (b) town; (c) subject to subsection 15(3), rural municipality.
New municipality	(2) For the purposes of this Part, a new municipality is established (a) when an existing municipality moves from one class referred to in subsection (1) to another class; or (b) when a municipality is established solely from one or more unincorporated areas.
Naming of municipalities	12. (1) Every municipality established under this Act shall be named (a) where the requirements set out in clause 13(1)(a) are met, the "City of ..."; or (b) where the requirements set out in clause 13(1)(b) are met, the "Town of ...".
<i>Idem</i>	(2) A community continued or restructured under this Act as a rural municipality shall be named the "Rural Municipality of ...".
Population and other criteria	13. (1) The criteria for the establishment of a new city or town are as follows: (a) for a city, an estimated population of 15,000 or greater and a total property assessment value of \$750,000,000 or greater; or (b) for a town, an estimated population of more than 4,000 persons but not more than 14,999 persons, and a total property assessment value of more than \$200,000,000 but not more than \$749,999,999.
Exception	(2) Where a proposal under subsection 15(1) to establish a new municipality will not result in a municipality that meets the criteria specified in subsection (1), but in the opinion of the Minister it may be in

the public interest to establish that municipality, the Minister may refer the proposal to the Commission under subsection 15(1) as if the proposed municipality met the applicable criteria under subsection (1).

(3) Where a proposal under subsection 15(2) relates to the dissolution of a municipality, the Minister may have a study prepared to investigate other options for the municipality.

Minister's report

14. Every municipality continued, restructured or established under this Act shall provide, in or for all areas of the municipality,

Municipal services,
general

- (a) fire protection;
- (b) within five years after the coming into force of this Act, municipal planning services, including an official plan and bylaws; and
- (c) subject to subsection 145(5), emergency measures planning.

15. (1) A proposal to establish a new municipality may be initiated by

- (a) the Minister;
- (b) the council of a municipality; or
- (c) a group of at least 30 per cent of the persons who meet the requirements of subsection (6) and whose names appear on an accompanying petition.

Proposal to
establish
municipality

(2) A proposal to dissolve a municipality or, subject to subsection (3), to restructure an existing municipality may be initiated by

Proposal to dissolve
or restructure
municipality

- (a) the Minister; or
- (b) the council of the municipality.

(3) If a proposal under clause (2)(b) to restructure a rural municipality will not result in a new municipality that meets the criteria specified in subsection 13(1) for a city or town, the proposal

Minister's approval

- (a) shall be submitted to the Minister for approval; and
- (b) shall not be accepted by the Commission under subsection (4) unless it has been approved by the Minister.

(4) A proposal under subsection (1) or (2) shall be in writing in the form approved by the Minister and filed with the Commission by the person or persons initiating the proposal.

Proposal to be filed

(5) A proposal shall include, at a minimum,

Contents of
proposal

- (a) a statement that the proposal is
 - (i) to establish a new municipality,
 - (ii) to restructure an existing municipality, or
 - (iii) to dissolve a specified municipality;
- (b) the reason for the proposal;
- (c) the name of each adjoining municipality or unincorporated area, and any other municipality or unincorporated area that, in the

opinion of the person or persons initiating the proposal, may be affected by the establishment, dissolution or restructuring of the municipality, as the case may be;

(d) where the proposal is to establish a new municipality or restructure an existing municipality,

- (i) the estimated population of the proposed municipality,
- (ii) the estimated total property assessment value of the proposed municipality,
- (iii) a map depicting, in detail, the new boundaries being proposed,
- (iv) the class of the proposed municipality in accordance with section 11,
- (v) the name of the proposed municipality,
- (vi) the services to be provided by the proposed municipality, and
- (vii) a list of all the existing or proposed capital assets of the proposed municipality, including infrastructure;

(e) where the proposal is to dissolve a specified municipality, a plan for the winding up of the municipality, including the sale or transfer of the assets and payment of the debts and obligations of the municipality; and

(f) the name of the representative of the petitioning electors if the proposal is initiated by persons under clause (1)(c).

Form and contents
of petition

(6) A petition accompanying a proposal under clause (1)(c) shall be signed by not less than 30 per cent of the persons who are or would be electors of the municipality proposed to be established, based upon the latest census acceptable to the Minister, and shall include the following:

- (a) in printed form, the surname and at least one given name or initial of each petitioner;
- (b) each petitioner's signature and the date he or she signed;
- (c) the address of each petitioner's residence;
- (d) a statement that each petitioner is eligible to be an elector of the proposed municipality.

Requirement for
signatures

(7) The signature of each petitioner required pursuant to clause (6)(b) shall be provided not more than 180 days before the date on which the proposal is filed with the Commission.

Notice of proposal

16. (1) Within 45 days from the date of receiving a proposal to establish, dissolve or restructure a municipality, the Commission

- (a) shall notify in writing and give a copy of the proposal to the Minister, if the Minister is not the person who initiated the proposal, each adjoining municipality, any other municipality or First Nation Band that, in the opinion of the Commission, may be affected and the Federation of Prince Edward Island Municipalities;

- (b) shall publish at least once a notice that the proposal has been filed with the Commission in a newspaper having general circulation in the area that in the opinion of the Commission may be affected;
- (c) shall post the notice referred to in clause (b), including the date on which it was posted, in three conspicuous places in the area referred to in clause (b); and
- (d) may publish the notice referred to in clause (b) by any other method deemed appropriate by the Commission in the area referred to in clause (b).

(2) The costs of publication of the notice referred to in clause (1)(b) are the responsibility of the person or persons who initiated the proposal under subsection 15(1) or (2), as the case may be. Costs of publication

(3) The notice posted pursuant to clause (1)(c) shall prominently display the date on which it was posted. Date of notice

(4) For the purposes of clause (1)(d) the Commission may publish the notice by electronic means that are likely to bring the notice to the attention of persons residing in the area referred to in clause (1)(b). Other method of publication

- (5) The notice referred to in subsection (1) shall include Contents of notice
- (a) the information that a proposal has been filed with the Commission;
 - (b) a brief summary of the contents of the proposal;
 - (c) the estimated population of the area that may be affected by the proposal;
 - (d) the time limit for objecting and the procedure to be followed in objecting to the proposal; and
 - (e) in the case of
 - (i) an establishment, a map showing the area proposed to be included in the municipality,
 - (ii) a restructuring, a map showing the area where the boundary is proposed to be altered, and
 - (iii) a dissolution, the name of the municipality to be dissolved.

17. (1) Any person may object to a proposal to establish, restructure or dissolve a municipality by filing a written objection in the form approved by the Minister with the Commission within 30 days after Objection to proposal

- (a) the date specified in subsection (2), in respect of a person to whom the Commission is required under clause 16(1)(a) to provide a copy of the proposal;
- (b) the date of publication of the notice in a newspaper under clause 16(1)(b); or
- (c) the date of posting of the notice in the affected area under clause 16(1)(c),

whichever is latest.

Deemed receipt of proposal	<p>(2) The date on which a copy of a proposal required to be provided to a person under clause 16(1)(a) is received by the person</p> <p style="padding-left: 20px;">(a) if the copy was given to the person or left with a person authorized to receive documents on behalf of the person, is the date it was given or left; and</p> <p style="padding-left: 20px;">(b) if the document was sent by mail to the person, is deemed to be the date that is ten days after the date on which it was sent.</p>
Deemed receipt of objection	<p>(3) An objection sent by a person to the Commission by mail for the purposes of subsection (1) is deemed to have been received ten days after the date on which it was sent.</p>
Public hearing	<p>(4) The Commission, in respect of a proposal,</p> <p style="padding-left: 20px;">(a) may hold a public hearing, where an objection is filed pursuant to subsection (1); and</p> <p style="padding-left: 20px;">(b) shall hold a public hearing, in accordance with an order of the Minister, where the Minister has determined there is significant public interest in the matter.</p>
Costs of hearing	<p>(5) The costs incurred by the Commission to hold a public hearing are the responsibility of the person or persons who initiated the proposal under subsection 15(1) or (2), as the case may be.</p>
Mediator	<p>(6) Despite subsection (4), where an objection to a proposal initiated by a municipality is filed by another municipality, the Commission shall appoint a mediator within 30 days of receipt of the objection to assist the municipalities in resolving the subject matter of the objection.</p>
Mediation, process	<p>(7) The mediator appointed under subsection (6) shall commence the mediation within 30 days of the date of the appointment.</p>
Costs of mediation	<p>(8) Subject to subsection (9), the municipality that initiated the proposal and the municipality that filed the objection shall share the costs of the mediation process equally.</p>
Recommendation as to costs	<p>(9) Where it appears to the mediator to be justified, the mediator may recommend to the Commission that costs be apportioned unequally between the municipalities.</p>
Report	<p>(10) The mediator shall, not later than 60 days after the commencement of mediation, file a report with the Commission stating that</p> <p style="padding-left: 20px;">(a) the subject matter of the objection has been resolved, including the terms of the resolution; or</p> <p style="padding-left: 20px;">(b) the parties are unable to resolve the subject matter of the objection within that time.</p>

(11) If, despite mediation, the subject matter of the objection remains unresolved and the objection is not withdrawn by the municipality that filed it, the Commission shall hold a public hearing in respect of the proposal. Hearing

(12) Where a public hearing is required under subsection (4) or (11), the Commission Time and place of hearing

- (a) shall hold the public hearing within 30 days from the time the Commission, as the case may be,
 - (i) decides to hold a public hearing under clause (4)(a),
 - (ii) receives an order from the Minister under clause (4)(b), or
 - (iii) receives the report of the mediator under subsection (10);
- (b) shall notify in writing
 - (i) the person or persons who filed the proposal,
 - (ii) all persons to whom the Commission is required to give a copy of the proposal to under clause 16(1)(a),
 - (iii) any person who has filed an objection, and
 - (iv) anyone else the Commission considers should be notified; and
- (c) provide notice to the public in accordance with clauses 16(1)(b) to (d).

(13) Any person who is, in the opinion of the Commission, an affected person may appear and be heard at the public hearing. Right to be heard

18. (1) At any time where, pursuant to a proposal to establish a municipality under subsection 15(1) or restructure a municipality under subsection 15(2), it appears to the Commission that a particular boundary or portion of it is uncertain, the Commission shall direct the person or persons who submitted the proposal to have a survey prepared by a person who holds a valid certificate of qualification as a Prince Edward Island land surveyor issued under the *Land Surveyors Act* R.S.P.E.I. 1988, Cap. L-3.1, to determine the correct boundary. Uncertain boundary

(2) At any time where, pursuant to a proposal to establish a municipality under subsection 15(1) or restructure the boundaries of a municipality under subsection 15(2), it appears to the Commission that a particular boundary or portion of it is incapable of precise definition, the Commission may request that the Minister enter a notation on the plan of the new boundary or portion of it filed under subsection 21(3). Boundary not capable of definition

(3) The notation referred to in subsection (2) shall state that the boundary or portion of it is incapable of precise definition and, if possible, shall briefly state the reason why the boundary or portion cannot be precisely defined. Contents of notation

Report of
Commission

19. (1) The Commission shall prepare and provide to the Minister a written report containing its findings, its recommendations and the reasons for the recommendations,

- (a) within 45 days after the date of any public hearing; or
- (b) where no public hearing is held, within 45 days from the last date on which an objection may be filed under subsection 17(1), or the date on which the mediator's report is filed under subsection 17(9), whichever is later.

Factors to be
considered

(2) In deciding what recommendations to make to the Minister respecting a proposal, the Commission

- (a) shall consider the proposal in relation to
 - (i) this Act and any other applicable enactment,
 - (ii) the criteria specified in subsection 13(1) and any additional criteria in the regulations, and
 - (iii) the report of the mediator filed under subsection 17(9);
- (b) shall consider the evidence and submissions made at any public hearing held by the Commission or at any time during the 30-day objection period;
- (c) may investigate and analyse the potential effect of the proposal on each adjoining municipality or nearby First Nation Band; and
- (d) may do any other thing that the Commission considers advisable.

Copy of report

(3) The Commission shall send a copy of the report prepared under subsection (1) to the person or persons who made the proposal, each adjoining municipality, each nearby First Nation Band, the Federation of Prince Edward Island Municipalities, and any other persons that, in the opinion of the Commission, should receive it.

Recommendation of
the Minister

20. The Minister, after reviewing the report of the Commission, shall recommend to the Lieutenant Governor in Council that the Lieutenant Governor in Council

- (a) accept the recommendations of the Commission;
- (b) accept the recommendations of the Commission with modifications; or
- (c) reject the recommendations of the Commission.

Order of the
Lieutenant
Governor in
Council

21. (1) The Lieutenant Governor in Council may, by order,

- (a) establish a new municipality, as originally proposed or with modifications;
- (b) restructure a municipality, as originally proposed or with modifications;
- (c) deny the establishment of a new municipality, as originally proposed;
- (d) deny the restructuring of a municipality, as originally proposed;

(e) approve the dissolution of the municipality and specify the process for dissolution; or

(f) deny the dissolution of the municipality.

(2) An order of the Lieutenant Governor in Council for the purposes of clause (1)(a) or (b)

Contents of order

(a) may appoint an interim mayor and interim councillors to serve as the council of the municipality until their successors are sworn into office;

(b) may specify the number of councillors who shall serve on the interim council and, despite section 78, for the first elected council for the municipality;

(c) shall, if necessary, specify the date, time and manner of electing the first council for the municipality; and

(d) may, in relation to any municipality affected by the order, contain provisions dealing with any matter necessary for the establishment or restructuring, whether transitional or otherwise, including, but not limited to, matters relating to assessment, taxation, property and employees.

(3) The order of the Lieutenant Governor in Council shall be filed with the Registrar of Deeds for every county in which the municipality is located and, when filed, the boundaries of the municipality as specified in the order become the boundaries of the municipality for all purposes and supersede any existing boundary description.

Effect of order

(4) All municipal taxes, business license fees, utility charges and other debts due from residents of the affected area or former municipality shall be considered to be debts due to the municipality identified in the order of the Lieutenant Governor in Council.

Debts due to municipality

(5) A municipality shall not be dissolved until the Lieutenant Governor in Council is satisfied that proper provision has been made for the winding up of the municipality, including the sale or transfer of assets and payment of its debts and obligations.

Prohibition

(6) On the dissolution of a municipality, all remaining property and assets of the municipality shall be transferred to the Government of Prince Edward Island under any terms and conditions the Lieutenant Governor in Council may order, and all taxes levied under the *Real Property Tax Act* R.S.P.E.I. 1988, Cap. R-5, on behalf of the municipality remaining unpaid shall be deemed to be taxes owed to the Government of Prince Edward Island as of the date of dissolution.

Transfer on dissolution

(7) The Lieutenant Governor in Council shall make an order under subsection (1) within six months after receiving the recommendation

Deadline for order

from the Minister unless the Lieutenant Governor in Council orders, in writing, an extension of time and provides the reasons for it.

Transitional provisions for restructured municipality

22. (1) Unless the Lieutenant Governor in Council by order provides otherwise, when a municipality is restructured,

(a) each member of council who continues to reside in the restructured municipality shall continue in the member's position on the council of the restructured municipality until the members of the next council are sworn into office;

(b) each employee of the former municipality continues as an employee of the restructured municipality with the same rights and duties until the council of the restructured municipality directs otherwise; and

(c) all bylaws and resolutions of the former municipality continue as bylaws and resolutions governing the restructured municipality unless they are inconsistent with this Act until they are repealed or others are made by the council of the restructured municipality.

Interim ward

(2) Despite subsection 39(4), if a municipality is restructured so as to include a new area in the municipality more than one year before the next scheduled election, the Lieutenant Governor in Council may order that the new area shall constitute one or more interim wards and that a by-election be held to elect a member of council from each interim ward.

Duration of interim ward

(3) An interim ward created under subsection (2) and the term of office of any member of council elected for that ward shall continue only until the next scheduled election.

No further proposals

23. Where a proposal for the establishment or restructuring of a municipality is rejected, another proposal shall not be made with respect to substantially the same matter until at least one year after the date the proposal was rejected.

Division 2 - Change of Name or Class

Procedure for change of name or class

24. A council may, by application in writing to the Minister, request to change

(a) the name of the municipality; or

(b) the class of the municipality from a city, town or rural municipality to another class specified in section 11, on meeting the required criteria in subsection 13(1) and the regulations for that class.

Consideration of request

25. (1) The Minister may, upon receipt of an application pursuant to section 24,

- (a) invite, by public notice, written submissions on the proposed change of name or class from residents of the municipality making the application;
- (b) conduct one or more public meetings in the municipality making the application to discuss the effects of the proposed change of name or class; or
- (c) do any other thing the Minister considers necessary to consider the request.

(2) The Minister shall, after taking into consideration any written submissions made under clause (1)(a) and, where a public meeting was held, any comments made at the public meeting under clause (1)(b), recommend to the Lieutenant Governor in Council that the Lieutenant Governor in Council

- (a) approve the proposed change to the name or class of the municipality; or
- (b) deny the proposed change to the name or class of the municipality.

26. (1) The Lieutenant Governor in Council may by order, on the recommendation of the Minister under section 25, change the name or class of the municipality, or deny the proposed change to the name or class of the municipality.

(2) An order of the Lieutenant Governor in Council that changes the name or class of a municipality shall specify the date on which the change takes effect.

27. (1) Where the Minister is satisfied that a municipality no longer meets the criteria for its class as specified in subsection 13(1), the Minister may recommend to the Lieutenant Governor in Council that the class of the municipality be changed to a class that is appropriate.

(2) The Lieutenant Governor in Council, on the recommendation of the Minister, may by order change the class of a municipality or deny the recommended change to the class of the municipality.

28. (1) A change of name or class of a municipality does not affect any obligation, right, action or property of the municipality except as provided for in this Act.

(2) A municipality shall not use the former name of the municipality after the name is changed under this Act.

(3) Despite subsection (2), the use of the former name of the municipality in any continuing proceedings, agreements, notices, or documents does not affect their validity after the name is changed.

Division 3 – Municipalities Continued

Continuation of existing city or town

29. (1) On the coming into force of this section, a city or town established or continued under the *Municipalities Act*, the *Charlottetown Area Municipalities Act* or the *City of Summerside Act* is continued under this Act as a municipality of the same name and class with the boundaries as they existed immediately prior to the coming into force of this section.

Status of existing communities

(2) On the coming into force of this section, an incorporated municipality established or continued under the *Municipalities Act* other than a town or city is continued under this Act as a rural municipality under the name by which it was known immediately prior to the coming into force of this section and with the boundaries as they existed immediately prior to the coming into force of this section.

Division 4 – Resort Municipality

Continuation

30. (1) On the coming into force of this section, the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico, incorporated by Order in Council EC594/90, effective September 9, 1990, is continued under this Act as the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico, in accordance with the terms of the Order in Council of that date, and any subsequent Orders relating to it, and this Division.

No establishment

(2) For greater certainty, a resort municipality is not a class of municipality for the purposes of this Act, and a resort municipality shall not be established under this Act.

Maximum population

(3) Where the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico has more than 2,000 individuals who are qualified electors, the Minister may recommend to the Lieutenant Governor in Council that the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico be established as a municipality in accordance with this Act.

Qualified elector

(4) For the purposes of subsection (3) and the regulations, a person in the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico is a qualified elector if the person meets the criteria and other qualifications for electors in the Resort Municipality specified in Part 3 or established in the regulations.

PART 3 - ELECTIONS

Division 1 – Qualifications of Electors

31. (1) In this Part and the regulations,

Definitions
election day

(a) “election day” means the day fixed pursuant to section 37 for holding an election;

(b) “ordinarily resident” has the same meaning as it does in the *Election Act* R.S.P.E.I. 1988, Cap. E-1.1.

ordinarily resident

(2) Unless otherwise disqualified, a person is entitled to vote at an election in a municipality if the person

Qualifications of
electors

(a) is a Canadian citizen;

(b) is at least 18 years of age, or will attain that age on or before election day;

(c) has resided in the province for at least the six-month period immediately preceding election day; and

(d) is ordinarily resident in the municipality on election day.

Division 2 – Electors in Resort Municipality

32. (1) A person is a non-resident property elector of the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico if the person is not ordinarily resident in the Resort Municipality but is the registered owner of real property in the Resort Municipality on or before election day.

Non-resident
property elector

(2) The provisions of this Part and Part 4 that apply to elections in a municipality apply to elections in the Resort Municipality with the necessary modifications and, in particular,

Application of Part

(a) any reference to “resident” includes a non-resident property elector, but the qualifying period in clause 33(1)(b) and the residency requirement in subsection 33(2) do not apply to a non-resident property elector who is nominated as a candidate in the Resort Municipality;

(b) the references in subsections 79(1) and (2) and 81(1) to December are deemed to be references to September;

(c) the references in section 37 and subsection 44(8) to the first Monday in November are deemed to be references to the second Monday in August;

(d) the reference in subsection 40(1) to the second Monday in May is deemed to be a reference to the first Monday in November in the preceding year;

(e) the reference

(i) in section 42 to September 15 is deemed to be a reference to June 20, and

- (ii) in section 43
 - (A) to September 16 is deemed to be a reference to June 21, and
 - (B) to the first Friday in October is deemed to be a reference to the first Friday in July; and
 - (f) a reference in subsection 110(2) to December is deemed to be a reference to September.
- Qualified elector (3) A person is entitled to vote in the Resort Municipality if the person
- (a) meets the criteria set out in subsection 31(2);
 - (b) is a non-resident property elector who meets the criteria set out in clauses 31(2)(a) and (b); or
 - (c) is a person entitled to vote under subsection (5).
- Statutory declaration (4) A non-resident property elector, or a person who is authorized to vote on behalf of a non-resident property elector pursuant to subsection (5), shall provide to the returning officer a statutory declaration in the form approved by the Minister that confirms the person's qualifications as an elector.
- Vote of shareholder or member (5) Where a corporation or an incorporated co-operative association is a non-resident property elector, one voting shareholder or member of the corporation or co-operative association is entitled to vote on behalf of the corporation or co-operative association in accordance with the direction of the majority of the shareholders or members, and the shareholder or member voting shall include proof of the person's entitlement to vote on behalf of the corporation or co-operative association in the person's statutory declaration required under subsection (4).
- Election of non-resident property elector (6) A non-resident property elector who is elected to office in the Resort Municipality shall be a resident of Prince Edward Island and is disqualified from holding office in any other municipality.

Division 3 - Qualifications of candidates

- Qualifications of candidates **33.** (1) A person may be nominated as a candidate and elected to a council of a municipality only if
- (a) the person is qualified in accordance with clauses 31(2)(a) and (b) to vote in the municipal election;
 - (b) the person has been ordinarily resident in the municipality for a period of at least six months before election day; and
 - (c) the person is not disqualified by reason of
 - (i) being a judge of the provincial court, the Supreme Court or the Court of Appeal,
 - (ii) being a Member of Parliament or a member of the Legislative Assembly,

- (iii) being a current employee who has not obtained a leave of absence in accordance with section 34 in order to be nominated as a candidate, or
- (iv) another provision of this Act.

(2) A person who meets the requirements of subsection (1) shall be nominated only in the municipality in which the person resides. *Idem*

(3) Subject to subsection (5), and with the exception of the position of mayor, no more than 50 per cent of the seats on the council of the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico shall be held by non-resident property electors of the Resort Municipality. *Candidates in resort municipality*

(4) A person may be nominated as a candidate and elected to the council of the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico only if *Qualification of candidates in resort municipality*

- (a) the person meets the criteria set out in
 - (i) clauses 31(2)(a), (b) and (c), and
 - (ii) clause 32(3)(a) or (b); and
- (b) the person is not disqualified by reason of
 - (i) being a judge of the provincial court, the Supreme Court or the Court of Appeal,
 - (ii) being a Member of Parliament or a member of the Legislative Assembly, or
 - (iii) another provision of this Act.

(5) Subject to section 34, an employee of a municipality is eligible to be a candidate and to be elected as a member of the council of the municipality. *Status of employees*

34. (1) In this Part, “employee” includes, in addition to those persons referred to in clause 1(k), any employee of a controlled corporation, but does not include a volunteer firefighter who is not otherwise employed by the municipality. *Employee*

(2) Before seeking nomination or declaring as a candidate in a municipal election *Application for leave of absence*

- (a) an employee shall apply to the chief administrative officer; and
- (b) an employee who is the chief administrative officer shall apply to the council,

for a leave of absence without pay.

(3) A leave of absence shall be granted within three days of the receipt of the application under subsection (2) *Granting of leave*

- (a) by the chief administrative officer of the municipality, in the case of an application under clause (2)(a); and
- (b) by the council, in the case of an application under clause (2)(b).

- Termination of leave (4) The leave of absence referred to in subsection (3) shall terminate 48 hours after the proclamation of the official election results under subsection 54(1).
- Resignation required (5) An employee who has been granted a leave of absence under subsection (3) and who has been elected as a mayor or other member of the council of the municipality shall resign from his or her employment, effective immediately, on the termination of the leave of absence.

Division 4 – Employee Election Activity

- Employee election activity **35.** (1) No employee shall
- (a) use or seek to use, directly or indirectly, the authority or official influence of his or her position to control or modify the political action of any other person;
 - (b) during his or her hours of employment, engage in any form of municipal political activity; or
 - (c) solicit funds for the use of a candidate.
- Prohibition (2) No person shall
- (a) threaten or intimidate any employee for refusing to take part in any municipal political activity; or
 - (b) compel any employee to take part in any political undertaking or to make a contribution to a candidate.
- Restricted employee (3) A council may establish by bylaw a class of restricted employees who, in addition to the employees identified in clauses (4)(a) and (b), shall not engage in any form of municipal political activity at any time.
- Idem* (4) For the purposes of subsection (3), “restricted employee” includes
- (a) the chief administrative officer of the municipality;
 - (b) any employee whose work-related duties are chiefly managerial; and
 - (c) any other class of employee designated in the bylaw who in the opinion of council should be prohibited from engaging in municipal political activities because of rank, position or type of employment.
- Definition (5) In this section, “municipal political activity” does not include being nominated as a candidate in accordance with Division 3.

Division 5 - Campaign Contributions, Spending Limits and Disclosure

- Requirement for bylaw **36.** (1) Every council shall, at least 90 days before an election, pass a bylaw that establishes, in accordance with the regulations,
- (a) who is eligible to contribute to an election campaign;
 - (b) the limits on campaign contributions to a candidate;
 - (c) the disclosure requirements in respect of campaign contributions;

- (d) the election campaign spending limits for candidates for mayor and councillor; and
- (e) the disclosure requirements in respect of campaign spending by each candidate.

(2) A bylaw passed under subsection (1) shall, in accordance with the regulations, establish procedures and time frames for the reporting of campaign contributions and campaign spending by all candidates.

Procedural content
of bylaw

Division 6 - Election Proceedings

37. Subject to an order of the Lieutenant Governor in Council under clause 21(2), each municipality shall hold a general election every four years on the first Monday in November, starting in the year 2018.

General election of
council

- 38.** (1) A council may by bylaw
- (a) divide the municipality into wards in accordance with section 39 and provide that the members of the council, except the mayor, shall be elected on a ward basis; and
 - (b) subject to this Act and the regulations, regulate the conduct of an election.

Bylaws regulating
elections

(2) Clause (1)(a) does not apply to the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico.

Exception

39. (1) For the purposes of clause 38(1)(a), a single ward may consist of one or more defined areas whether or not the areas are contiguous.

Constitution of
wards

(2) Where a municipality is divided into wards pursuant to clause 38(1)(a),

Eligibility

- (a) only an elector who is resident in a ward shall be eligible to vote for a candidate for that ward; and
- (b) councillors shall be elected for each ward to the maximum number of positions established for the ward in the bylaw.

(3) Where a council has not divided its municipality into wards, council members shall be elected at large.

Election at large

(4) In establishing wards in a municipality, the council shall ensure that the number of electors in the proposed wards shall be comparable, and in no case shall the council permit the number of electors in a proposed ward to be more than ten per cent above or below the average number of electors in all of the proposed wards.

Number of electors

(5) Where a council has established wards in a municipality, each ward shall have at least one polling division.

Polling division
required

Electoral Boundaries Commission	<p>(6) Where a council has established more than one ward in its municipality, within ninety days following election day of each third scheduled election after the coming into force of this Act, the council shall establish and appoint an Electoral Boundaries Commission to review the wards and make a report to council setting out its recommendations, subject to subsection (4), as to the area, boundaries and names of the wards.</p>
Discretion of council	<p>(7) Subject to subsection (4), a council may, with respect to the report prepared by the Electoral Boundaries Commission pursuant to subsection (6),</p> <ul style="list-style-type: none"> (a) accept the recommendations; (b) accept the recommendations in part; (c) accept the recommendations with modifications; or (d) reject the recommendations.
Appointment of municipal electoral officer	<p>40. (1) A council shall by resolution, on or before the second Monday in May in each election year, and at other times as required, appoint a municipal electoral officer and a deputy municipal electoral officer to be responsible for the administration of the election.</p>
Function of deputy	<p>(2) The deputy municipal electoral officer shall act in the place of the municipal electoral officer where the municipal electoral officer is unable, for any reason, to carry out his or her duties under this Act or the regulations.</p>
<i>Division 7 - List of Electors</i>	
Establishment of list	<p>41. (1) For the purpose of establishing a list of electors, a council shall, no later than July 30, 2018,</p> <ul style="list-style-type: none"> (a) by bylaw, in accordance with the regulations, <ul style="list-style-type: none"> (i) provide for a system of enumeration of persons entitled to vote at an election, or (ii) provide for a system of registration of persons entitled to vote at an election; or (b) enter into an agreement under subsection (2).
Agreement	<p>(2) A council may enter into an agreement with the Chief Electoral Officer of Prince Edward Island or Canada to obtain data to be used in the preparation of a list of electors.</p>
New municipality	<p>(3) The council of a municipality established on or after January 1, 2019, shall comply with subsection (1) no later than July 30 in the first election year following its establishment, or as directed by the Lieutenant Governor in Council in the order establishing the municipality, as the case may be.</p>

Division 8 - Nomination

- 42.** On or before September 15 in an election year, the municipal electoral officer shall publish a notice, in the form approved by the Minister and in accordance with the regulations, of
- Notice respecting nomination proceedings
- (a) the date of the election;
 - (b) the date and time on which the nomination period commences and closes; and
 - (c) the place or places at which nominations shall be received.
- 43.** Nominations for the offices of mayor and councillor shall be received between September 16 in an election year and 2:00 p.m. on nomination day, which is the first Friday in October.
- Nomination day
- 44.** (1) Subject to subsection (3), at the conclusion of nomination proceedings,
- Election or acclamation
- (a) where the number of candidates for the vacant offices exceeds the number of vacancies, the municipal electoral officer shall proceed to hold an election in accordance with the provisions of this Act and the regulations and any bylaws and resolutions of the municipality relating to municipal elections; or
 - (b) where,
 - (i) in an election at large, the number of candidates for the vacant offices equals the number of vacancies, the municipal electoral officer shall declare each candidate elected by acclamation, and
 - (ii) in an election by wards, the number of candidates for the vacant offices in a ward equals the number of vacancies, the municipal electoral officer shall declare each candidate in that ward elected by acclamation.
- (2) A declaration of election by acclamation under subsection (1) is subject to a challenge under subsection 55(2).
- Subject to challenge
- (3) Where, on nomination day, fewer persons are nominated as candidates for office than there are vacancies, an additional seven days shall be allowed for nominating additional candidates to fill the vacancies.
- Filling of vacancies
- (4) Where, after the end of the additional seven days referred to in subsection (3), not enough candidates have been nominated to fill the remaining vacancies by acclamation or to require an election to determine the successful candidates, the Minister may
- Minister's discretion
- (a) appoint the remaining required members of council from among the residents of the municipality eligible to hold municipal office; or
 - (b) recommend to the Lieutenant Governor in Council that the municipality be restructured in accordance with Part 2.

Exception	(5) Clause (4)(b) does not apply in the case of an election in the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico.
Duty of appointee	(6) A person appointed under clause (4)(a) shall, if the person accepts the appointment to office, <ul style="list-style-type: none"> (a) complete the nomination form and make every disclosure required of a person nominated for election; (b) sign the approved nomination form; and (c) take the oath of office as if the person had been elected.
Term	(7) A person appointed by the Minister under clause (4)(a) as a member of a council of a municipality is appointed for the same term as that of a member elected to the council.
Election day	(8) Where more persons are nominated as candidates than there are positions to be filled, an election shall be held on the first Monday in November.
Polls open	(9) The hours during which polls shall be open for voting at an election are those prescribed in the regulations.

Division 9 - Voting at Polls

Advance poll	45. The municipal electoral officer shall ensure that an advance poll is held in accordance with the regulations for every election for which a poll is required.
Secret ballot	46. (1) The voting at every election shall be by secret ballot.
Right of elector	(2) An elector has the right to vote in secret and to keep secret the name of any candidate for whom the elector has voted.
One vote	47. Where councillors are elected at large, or if there is more than one vacant council position in a ward, an elector is entitled to vote for as many candidates for office as there are vacancies, but only once for each candidate.
Alternative means of voting	48. A council may, by bylaw, enable electors to vote by mail-in ballot or other alternative means in accordance with the regulations.
Automated voting systems	49. A council may, by bylaw, enable electors to vote by means of voting machines, vote recorders or automated or electronic voting systems, or other devices, in accordance with the regulations.
Disruption of voting	50. Where the voting at a polling station is significantly interrupted or obstructed for any reason, the municipal electoral officer may move the

voting to another place and shall take reasonable steps to give notice of the move.

51. Each election official is responsible for maintaining good order wherever election proceedings take place.

Maintenance of
order at elections

Division 10 - Election Results

52. (1) After the examination of the ballot accounts in accordance with the regulations in any polling station on the initial count, the municipal electoral officer may publish unofficial results as they are received from the polling station.

Preliminary election
results

(2) Subject to a recount under section 53, the candidate or candidates receiving the highest number of votes at an election shall be considered elected.

Highest number of
votes

53. (1) A candidate and the candidate's agent are entitled to be present at any time when ballots are being counted, recounted or judicially reviewed.

Entitlement to be
present

(2) Ballots shall be counted by the deputy returning officer in the presence of the poll clerk and at least two witnesses.

Counting of ballots

(3) Where an advance poll is held, all ballots for the advance poll shall be counted when all polls are closed on election day in accordance with the regulations.

Idem

(4) The witnesses, the candidates and the candidates' agents are entitled to view but not to touch the ballots.

Entitlement to view

(5) The municipal electoral officer shall recount the ballots at 10:00 a.m. on the second day following election day, and before announcing the official results,

Recount by
municipal electoral
officer

(a) in any case where the votes counted for each of the leading candidates are within 10 votes, and the results of the recount could change the election results; and

(b) on the request of a candidate to the municipal electoral officer, where the votes counted for that candidate are within 15 votes of the votes counted for another candidate.

(6) After ballots have been counted under subsection (2) or recounted under subsection (5), no person shall recount the ballots except pursuant to an order of the court.

Prohibition

54. (1) On the fourth day following election day, the municipal electoral officer shall proclaim elected the candidate or candidates having the highest number of votes for the office for which the candidate or

Official election
results

candidates have been nominated, subject to a judicial review under subsection (2), if any.

Judicial review

(2) If a recount by the municipal electoral officer under subsection 53 (5) fails to establish which candidate has received the highest number of votes, or if a candidate continues to dispute the results, the rejected ballots shall be reviewed not later than the third business day after the day specified in subsection (1) by a judge of the provincial court to determine whether the ballots should be counted or rejected.

Revision of official count

(3) Subject to subsection (4), following the judicial review pursuant to subsection (2), the municipal electoral officer shall, if necessary, revise the official count to reflect the results of the review and proclaim the results and the candidate elected.

Tie vote

(4) If, following the judicial review pursuant to subsection (2), the votes cast in respect of two or more candidates are still equal in number and there are fewer vacant positions to be filled than there are candidates, the municipal electoral officer shall

- (a) write the name of each of those candidates on separate and identical blank sheets of paper;
- (b) fold the sheets of paper in an identical manner so that the names are concealed;
- (c) deposit the papers in a receptacle;
- (d) draw from the receptacle the same number of papers as there are vacant positions to be filled; and
- (e) declare the candidate or candidates whose name appears on the drawn papers to be elected.

Retention of ballots

(5) All ballots shall be retained for at least 120 days following an election.

Division 11 - Controverted Elections

Challenge to result or validity

55. (1) The right of an elected candidate to take office or the validity of an election shall not be challenged except by means of an application under this section.

Application to court

(2) An application may be made in accordance with this section to the Supreme Court for a declaration regarding the right of an elected person to take office or the validity of an election.

Time limit

(3) The time limit for making an application is 30 days after the declaration of official election results under section 54.

Who may apply

- (4) An application may be made only by
 - (a) a candidate in the election; or
 - (b) a group of at least four electors of the municipality.

- (5) An application may be made only on one or more of the following grounds: Grounds
- (a) that a candidate declared elected was not qualified to hold office at the time he or she was elected or, between the time of the election and the time for taking office, the candidate has ceased to be qualified to hold office;
 - (b) that an election should be declared invalid because it was not conducted in accordance with this Act or a regulation or bylaw under this Act;
 - (c) that an election or the election of a candidate should be declared invalid because the candidate or the candidate's agent has contravened a provision of this Part.
- (6) Despite clause (5)(b), an application shall not be made on any ground for which an application for judicial review may be or may have been made. Limitation
- (7) At the time the notice of application is filed, the court shall set a date for the hearing of the application, which shall be at least ten days but no later than 21 days after the date the application is filed. Application
- (8) As soon as practicable, but no later than two days after an application is filed, the person or persons making the application shall serve the notice of application and the notice of hearing on the chief administrative officer of the municipality for which the election was held. Service
- (9) Where a candidate affected by an application files a written statement renouncing all claim to the office to which the candidate was elected, the court may permit the application to be withdrawn unless it is based on an allegation that the candidate who has renounced the office committed an offence specified in section 68. Written statement
- 56.** (1) The court shall hear and determine an application under section 55 as soon as practicable and, for these purposes, shall ensure that the proceedings are conducted as expeditiously as possible. Hearing of application
- (2) If the application is based on a claim that an offence specified in section 68 was committed, the evidence regarding that claim shall be given orally by witnesses rather than by affidavit. Oral evidence
- 57.** (1) On the hearing of an application under section 55 regarding the qualification of an elected candidate to take office, the court may Power of court on application
- (a) declare that the candidate is confirmed as qualified to take and hold office;
 - (b) declare that the candidate is not qualified to hold office and that the office is vacant; or

(c) declare that the candidate is not qualified to hold office and that the candidate who received the next highest number of valid votes is elected in place of the disqualified candidate.

Idem

(2) On the hearing of an application under section 55 regarding the validity of an election, the court may

- (a) declare that the election is confirmed as valid;
- (b) declare that the election is invalid and that another election must be held to fill all positions for that office that were to be filled in the election that was declared invalid;
- (c) declare that the election of a candidate is invalid and that the office is vacant; or
- (d) declare that the election of a candidate is invalid and that another candidate is elected in place of that candidate.

Effect of irregularity

(3) The court shall not declare an election invalid by reason only of an irregularity or failure to comply with this Act or a regulation or bylaw under this Act if the court is satisfied that

- (a) the election was conducted in good faith and in accordance with the principles of this Act; and
- (b) the irregularity or failure did not materially affect the result of the election.

Confirmation by court

(4) The court may confirm the election of a candidate in relation to which the court finds there was a contravention of this Part if the court is satisfied that

- (a) the candidate did not contravene the applicable section; and
- (b) the contravention did not materially affect the result of the election.

Declaration of lack of qualification

(5) If the court declares that a candidate is not qualified to hold office or that the election of a candidate is invalid, the court may order the candidate to pay to the municipality for which the election was held an amount of money not greater than \$20,000 towards the expenses for the election required to fill the vacancy.

Declaration of election of other candidate

(6) If the court makes a declaration under clause (1)(c) or (2)(d) that another candidate is elected, the candidate who is replaced ceases to be entitled to take or hold the office and the other candidate declared elected is entitled to take the office.

Legal costs of application

58. (1) Where the court declares that a candidate is not qualified to hold office or that an election is invalid, the costs of the application under section 55 shall be paid promptly to the person or persons who made the application by the municipality for which the election was held.

(2) The court may order that costs to be paid under subsection (1) may be recovered by the municipality from any other person as directed by the court in the same manner as a judgment of the Supreme Court.

Recovery of costs

(3) Except as provided in subsection (1), the costs of an application are in the discretion of the court.

Other costs

59. (1) A candidate affected by an application under section 55 who has been declared elected is entitled to take office and to vote and otherwise act in the office unless the court declares the candidate disqualified and the office vacant.

Status of elected candidate

(2) A person who is declared disqualified to hold office by the Supreme Court under section 58 may appeal that decision to the Court of Appeal.

Appeal to Court of Appeal

(3) Where a person who is declared disqualified to hold office by the Supreme Court appeals the decision to the Court of Appeal, the appeal does not operate as a stay of the declaration and the person is disqualified pending the final decision of the Court of Appeal.

Appeal is not a stay

(4) Where the Court of Appeal declares that a person is qualified to hold office, the Court may order that any money paid under subsection 57(5) be repaid with interest as directed by the Court.

Court may order repayment

(5) A person who is declared qualified to hold office by the Court of Appeal is entitled,

Effect of declaration

(a) if the term of office for which the person was elected has not ended, to take office for any unexpired part of the term and, for this purpose, any person elected or appointed to the office since the declaration of disqualification ceases to hold office at the time the person declared qualified takes office; and

(b) if the term of office for which the person was elected is expired, to be nominated for and to be elected to office at any following election if otherwise qualified.

Division 12 - By-Elections

60. (1) Where a vacancy occurs on a council, the council shall, subject to subsection (3),

By-election to fill vacancy

(a) declare a by-election to fill the vacancy; and

(b) set a date for election day that is not later than six months after the vacancy occurred.

(2) The by-election shall be held under this Part and in accordance with the regulations and any bylaws of the municipality relating to municipal elections.

Conduct of by-election

Exception	<p>(3) A council may hold a vacancy open until the next general election only if</p> <ul style="list-style-type: none"> (a) the vacancy occurs in the last twelve months of the council's term; and (b) despite the vacancy, council is able to maintain a quorum in accordance with section 113.
Resignation to accept nomination	<p>(4) Where the office of mayor is vacant, a member of council may be nominated for the office if the member resigns from council within 24 hours after accepting the nomination.</p>
By-election	<p>(5) A vacancy on a council that occurs pursuant to subsection (4) may be filled by a by-election held at the same time as the by-election for the position of mayor, in accordance with the provisions of this Act and the bylaws of the municipality.</p>
Failure to fill vacancy	<p>61. (1) Where a by-election is not held within the time required under section 60 to fill a vacancy, the Minister may issue an order to the council to direct the chief administrative officer within 10 days from the date of the order to set the date for a by-election to fill the vacancy.</p>
Date of by-election	<p>(2) The date set for the by-election shall be within 60 days of the date of the Minister's order referred to in subsection (1).</p>
Election or acclamation	<p>62. (1) Subject to subsection (3), at the conclusion of nomination proceedings,</p> <ul style="list-style-type: none"> (a) if the number of candidates for the vacant office exceeds the number of vacancies, the municipal electoral officer shall proceed to hold a by-election in accordance with the provisions of this Act and the regulations and any bylaws and resolutions of the municipality relating to by-elections; or (b) where, <ul style="list-style-type: none"> (i) in an election at large, the number of candidates for the vacant offices equals the number of vacancies, the municipal electoral officer shall declare each candidate elected by acclamation, and (ii) in an election by wards, the number of candidates for the vacant offices in a ward equals the number of vacancies, the municipal electoral officer shall declare each candidate in that ward elected by acclamation.
Subject to challenge	<p>(2) A declaration of election by acclamation under subsection (1) is subject to a challenge under subsection 55(2).</p>
Filling of vacancies	<p>(3) Where, on nomination day, fewer persons are nominated as candidates for office than there are members to be elected, an additional seven days will be allowed for nominating additional candidates to fill the vacancies.</p>

(4) Where, after the end of the additional seven days referred to in subsection (3), not enough persons have been nominated to fill the remaining vacancies by acclamation or to require a by-election to determine the successful candidates, the Minister may appoint the required number of councillors from among the residents of the municipality eligible to hold municipal office pursuant to section 33. Ministerial appointment

(5) A person appointed under subsection (4) shall, if the person accepts the appointment to office, Duty of appointee

- (a) complete the nomination form and make every disclosure required of a person nominated for election;
- (b) sign the approved nomination form; and
- (c) take the oath of office as if the person had been elected.

(6) Except as otherwise provided by this Act, a person elected or appointed under this Division to fill a vacancy holds the office only for the unexpired term of the member in whose place the person has been elected or appointed. Term

Division 13 - Plebiscites

63. (1) A council may conduct a plebiscite to obtain the public's opinion on any matter over which the municipality has jurisdiction. Plebiscite

(2) A plebiscite shall be conducted in accordance with this Part and the regulations and bylaws of the municipality. Conduct of plebiscite

(3) A council shall by resolution establish the question to be considered in a plebiscite conducted by the council pursuant to subsection (1). Question

(4) The result of a plebiscite conducted pursuant to subsection (1) does not bind the council. Non-binding

64. (1) A plebiscite conducted under this Part shall be for a distinct purpose and shall only be valid to the extent that it falls entirely within the jurisdiction of the municipality. Content of plebiscite bylaws

(2) A plebiscite ballot shall not group together two or more different questions, but may include questions incidental to the main question. Prohibition

(3) Where two or more different questions are to be voted on in the same plebiscite, each question shall be voted on separately. Separate votes

65. At least 21 days before the first day for voting in the plebiscite, the council shall post the proposed question in accordance with the notice requirements set out in the regulations. Notice of question

- Plebiscite results **66.** The municipal electoral officer shall
- (a) proclaim the unofficial results of a plebiscite to the voters immediately after examining the ballot accounts; and
 - (b) within 24 hours of the close of polls on polling day, prepare a statement in the form approved by the Minister showing the number of votes cast for and against each plebiscite question, and post a copy of the statement in the municipal office.

Division 14 - Election Offences

- Voting offences **67.** It is an offence for a person
- (a) who has already cast a vote at a municipal election to attempt to cast another vote at the same election;
 - (b) to vote at an election when not entitled to do so;
 - (c) to make a false statement of identification or a false declaration in the presence of an election officer for the purpose of being permitted to vote;
 - (d) to impersonate a voter;
 - (e) to interfere or attempt to interfere with a voter marking a ballot; or
 - (f) without due authority, to disclose the identity of the candidate for whom another person has voted.
- Intimidation and bribery **68.** It is an offence for a person, directly or indirectly,
- (a) to use, or threaten to use, force or intimidation against a person in order to influence that person's or any other person's vote under this Part; or
 - (b) to grant or promise to any individual person a reward, office, employment, money or property to any person in order to influence that person's or any other person's vote under this Part.
- False nomination paper **69.** It is an offence for a person to file a false or fraudulent nomination paper knowing that the person nominated does not qualify for nomination under section 33.
- Ballot and ballot box offences **70.** It is an offence for a person
- (a) to forge, counterfeit, fraudulently alter, deface or destroy a ballot paper;
 - (b) without authority, to possess a ballot paper or supply a ballot paper to another person;
 - (c) to fraudulently put into the ballot box any item other than a ballot paper that the person is authorized to put in the box;
 - (d) to fraudulently remove a ballot paper from a ballot box or polling station;
 - (e) without authority, to destroy, take, open or otherwise interfere with a ballot box or packet of ballots; or

(f) without authority, to print a ballot paper or to print more ballot papers than the person has been authorized to print.

- 71.** It is an offence for an election official to
- (a) fraudulently put his or her initials, other than as authorized by this Act, on the back of any paper purporting to be a ballot paper;
- (b) place on any ballot paper, except as authorized by this Act, any writing, number or mark; or
- (c) neglect or refuse to discharge any duty under this Part.
- Offences by
election official

Division 15 - Penalties

72. (1) Every person who commits an offence under this Part is liable on summary conviction to a fine not exceeding \$2,000 or imprisonment for a term not exceeding two years, or to both a fine and imprisonment.

Fine, imprisonment

(2) A member of council who is convicted of an offence under sections 67 to 70 forfeits the member's seat on the council and is disqualified from being a candidate at any municipal election held in the five years after the commission of the offence.

Forfeit,
disqualification

(3) Every person who is convicted of an offence under sections 67 to 71 is disqualified from being a candidate for nomination or election as a mayor or councillor at any municipal election held in the five years after the commission of the offence.

Disqualification

73. All proceedings under this Part, other than an application to the Supreme Court under section 55, against any person for the commission of an offence shall be commenced within two months after election day in the municipal election in which the offence is alleged to have been committed.

Limitation period

PART 4 - MUNICIPAL GOVERNMENT

Division 1 - Municipal Councils

74. (1) Every municipality shall have a council composed of members who have been elected or appointed in accordance with this Act.

Requirement to
have council

(2) Despite a change in its members, the council of a municipality is a continuing body and may complete any transaction started but not completed by it before the change.

Continuing body

75. No person shall hold office as a member of more than one council at the same time.

Prohibition

76. Except as otherwise provided in this or another Act, the powers of a municipality shall be exercised by the council of the municipality.

Council as
governing body

Jurisdiction of council	77. The jurisdiction of a council is confined to the area within the boundaries of the municipality the council represents, except where authority to act beyond the municipal boundaries is expressly conferred by this or another Act.
Size of council	78. (1) Commencing with the municipal election in 2018, and subject to section 21 or 22, as the case may be, the council of a municipality that is a town or rural municipality shall consist of either <ul style="list-style-type: none"> (a) a mayor and six councillors; or (b) where council has passed a bylaw pursuant to subsection (4) that authorizes eight councillors, a mayor and eight councillors.
Resort Municipality	(2) Subsection (1) applies to the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico as if it were a rural municipality.
City	(3) Commencing with the municipal election in 2018, and subject to subsection 21 or 22, as the case may be, the council of a municipality that is a city shall consist of either <ul style="list-style-type: none"> (a) a mayor and eight councillors; or (b) where council has passed a bylaw pursuant to subsection (4) that authorizes ten councillors, a mayor and ten councillors.
Bylaw	(4) A council of a municipality shall by bylaw specify the number of councillors who may serve on the council in accordance with clause (1)(b) or (3)(b).
Timing and publication of bylaw	(5) A bylaw made by a council pursuant to subsection (4) shall be passed at least 180 days before the election at which it is to take effect, and the public shall be notified by a method considered appropriate by the council.
Swearing in	79. (1) Subject to subsection 81(1) or (2), as the case may be, a person who is elected or appointed to a council shall swear or affirm the oath of office during the period from December 1 to December 7 immediately following the election.
Term of office	(2) A member of council holds office for a term of four years <ul style="list-style-type: none"> (a) commencing on the 7th day of December immediately following the election; and (b) expiring the 6th day of December following the next election.
Oath of office	80. (1) A person who is elected or appointed to a council shall swear or affirm the oath of office before <ul style="list-style-type: none"> (a) a judge of the Supreme Court; (b) a judge of the provincial court; (c) a justice of the peace;

(d) a notary public; or
 (e) the chief administrative officer of the municipality,
 and shall file it with the chief administrative officer within 15 days of
 being sworn in to office.

(2) The oath of office shall be in the form approved by the Minister. Form

(3) A member of council shall not exercise any power conferred, or
 carry out any duty or function required, by this Act until the member has
 sworn or affirmed the oath of office. Prohibition

81. (1) Where a person elected or appointed to a council fails to swear
 or affirm the oath of office within 20 days after the 7th day of December
 immediately following the election, the person's election or appointment
 shall be considered null and void and the person's office vacant. Failure to take oath
 or affirmation of
 office

(2) Despite subsection (1), a council may, by resolution, extend the
 time limit specified in subsection (1) by no more than 40 additional days
 where council is satisfied that the person's failure to swear or affirm the
 oath of office is due to an illness, incapacity or other unavoidable
 absence that is temporary in nature. Extension of time

(3) Despite subsection 79(2), the term of a member of council who
 swears or affirms the oath of office during the period specified in
 subsection (1) or (2) Term

- (a) commences on the day the person swears or affirms the oath of
 office; and
- (b) expires in accordance with clause 79(2)(b).

82. (1) A council shall establish the types, rates and conditions of
 payments to be made to or on behalf of a member of the council or a
 member of a council committee only by means of a bylaw passed
 pursuant to this section. Bylaw required

(2) Subject to subsection (3), a bylaw under this section, in respect of
 a person referred to in subsection (1), Contents of bylaw

- (a) shall establish
 - (i) compensation for attending meetings and carrying out other
 municipal duties,
 - (ii) reimbursement of expenses incurred while attending meetings
 and carrying out other municipal duties, and
 - (iii) payment for any other purpose relating to the person's
 municipal duties that the council considers appropriate; and
- (b) may establish or provide for
 - (i) pensions, and
 - (ii) severance payments.

Recommendations by Commission	(3) Prior to making a bylaw that alters existing types, rates and conditions of compensation, allowances or benefits to be paid to members of council, a council shall appoint an independent Remuneration and Allowances Commission to review and to make recommendations to council respecting the matters referred to in subsection (2).
Remuneration from other sources	(4) If a council provides that any monetary remuneration, excluding reimbursement for expenses, that is due to a council member who is nominated or appointed by council to a board, commission or other position or is otherwise appointed as a representative of the municipality shall be paid to the municipality, the council shall do so only by means of a bylaw to that effect.
Resignation from office	83. (1) A member of council may resign from office by filing a written resignation, signed by the member, with the chief administrative officer.
<i>Idem</i>	(2) The resignation of a member of council is irrevocable on being filed with the chief administrative officer and is effective <ul style="list-style-type: none"> (a) from the date the member's successor is sworn in; or (b) at a date stated in the member's resignation that is earlier than the date referred to in clause (a) but not earlier than the date on which the resignation was filed.
Leave for federal or provincial election	84. A member of council shall request and shall be granted, for the purpose of running in a federal or provincial election, a leave of absence without compensation, beginning when the person has filed nomination papers with the appropriate election official, and continuing until the end of the election.
Municipal office	85. (1) A council shall, <ul style="list-style-type: none"> (a) by resolution, designate a place in the municipality as its municipal office; (b) provide public notice of the location of the municipal office; and (c) notify the Minister, in writing, of the civic address of the municipal office.
<i>Idem</i>	(2) Within five years after the coming into force of this section, a council shall <ul style="list-style-type: none"> (a) ensure that its municipal office is accessible to all members of the public; and (b) establish, publish and maintain a schedule of not less than twenty hours in each week during which the municipal office shall be open to serve the public.

Division 2 - Powers and Duties of Council Members

86. (1) In this Division and Division 3, “employee” includes, in addition to those persons referred to in clause 1(k), any employee of a controlled corporation, but does not include a volunteer firefighter who is not otherwise employed by the municipality. Council’s role

- (2) A council Duties of council
- (a) may exercise the powers and shall carry out the duties and functions expressly given to the council under this or another Act;
 - (b) may develop policies respecting services and programs, and shall evaluate, on a regular basis, the services and programs for relevancy, effectiveness and efficiency;
 - (c) shall appoint by resolution a person to the position of chief administrative officer and direct, manage and supervise the person appointed;
 - (d) may revoke or suspend by resolution the appointment of a person as chief administrative officer;
 - (e) shall, within 12 months after the coming into force of this section, establish rules by procedural bylaw in accordance with the provisions of this Act and the regulations for
 - (i) the calling, cancelling and rescheduling of meetings and the method of giving notice for meetings,
 - (ii) the governing of its proceedings,
 - (iii) the establishment of committees of council, their terms of reference and the appointment of persons to those committees,
 - (iv) where council considers it appropriate, the appointment of a person as an independent officer, including the person’s remuneration and the terms of reference for that appointment,
 - (v) the procedure for dealing with an appeal pursuant to section 112, and
 - (vi) the transaction of its business;
 - (f) shall establish a code of conduct for employees of the municipality that includes conflict of interest rules that, at a minimum, prohibit an employee from
 - (i) using information that is obtained as a result of the employee’s employment and that is not available to the public to further, or seek to further, the private interests of the employee or a person closely connected to the employee, and
 - (ii) using the employee’s position to seek to influence the decision of another person so as to further or seek to further the private interests of the employee or a person closely connected to the employee;
 - (g) shall ensure that the powers of the municipality are appropriately exercised and its duties and functions are appropriately carried out.

Restriction on amendment of procedural bylaw	(3) A council shall not amend the procedural bylaw referred to in clause (2)(e) except under notice given in writing to the members of the council and openly announced at a regular meeting of council preceding the meeting at which the first reading of the amendment takes place.
Requirements for code of conduct	(4) A council shall specify in its code of conduct established under clause (2)(f) the procedure to be followed where an employee knows or suspects the employee may have a conflict of interest, and the procedure for resolving the conflict.
New municipality	(5) The council of a municipality established after the coming into force of this section shall comply with clause (2)(e) within 12 months after the date of the order of the Lieutenant Governor in Council that established the municipality.
Majority vote	(6) The appointment of a chief administrative officer under clause (2)(c), or the suspension or revocation of that appointment under clause (2)(d), shall be by a vote of at least two-thirds of the members of council then holding office.
Notification to Minister	(7) The council shall notify the Minister of the name and business address of the chief administrative officer.
Appointment by Minister	(8) If a council fails or refuses to appoint a person as chief administrative officer, the Minister may <ul style="list-style-type: none"> (a) appoint a person as the chief administrative officer for the municipality; (b) establish the remuneration to be paid to the person appointed under clause (a); and (c) direct that the remuneration established under clause (b) be paid by the municipality.
Engaging services	87. A council may engage the services of persons as it considers necessary or expedient for carrying on the government of the municipality and carrying out the provisions of this Act.
Delegation by council	88. (1) Subject to subsection (3), a council may by bylaw delegate specified powers, duties or functions under this or another Act or a bylaw to a council committee or the chief administrative officer, unless this Act, the other Act or the bylaw provides otherwise.
Sub-delegation	(2) The council, when delegating a power, duty or function to a council committee or the chief administrative officer under subsection (1), may by resolution authorize the council committee or chief administrative officer to further delegate the power, duty or function.
Prohibition	(3) A council shall not delegate any of the following powers or duties: <ul style="list-style-type: none"> (a) its power or duty to pass a resolution or bylaw;

- (b) its power to appoint, suspend or revoke the appointment of a person to the position of chief administrative officer;
- (c) its duty to hold a public hearing under this Act;
- (d) its duty to hear and decide appeals imposed on it by a bylaw or this Act, whether generally or on a case-by-case basis.

(4) For greater certainty, a resolution of a council committee is not binding on the council unless it is passed by the council as a resolution of the council. Limit on authority

89. The mayor of a municipality, in addition to performing the duties of a member of council, has a duty to Role and duties of mayor

- (a) preside, when in attendance, at all council meetings, except where this Act provides otherwise;
- (b) provide leadership to the council and the chief administrative officer;
- (c) cast a deciding vote in instances where there is an equal number of votes for and against a bylaw or resolution; and
- (d) perform any other duty or function imposed on the mayor by a bylaw or this Act.

90. By virtue of the mayor's office, the mayor is a member of every committee or other organization which the council or mayor establishes under this or another Act, and when in attendance the mayor possesses all the rights, including voting rights, privileges, powers and duties of the other members of the committee or organization. Membership on committees and organizations

91. (1) The mayor shall appoint from among the other members of council a deputy mayor who shall, in the absence or incapacity of the mayor, exercise all the powers and carry out the duties of the mayor. Deputy mayor

(2) A member of council who is appointed as deputy mayor pursuant to subsection (1) shall hold office until Term

- (a) the person's appointment as deputy mayor is revoked by the mayor and a successor is appointed; or
- (b) the person ceases to be a member of council.

(3) The mayor and the deputy mayor may each, when both of them expect to be absent or otherwise unavailable, appoint another member of council to act in his or her stead. Acting appointments

(4) The members of council may appoint, from among their number, an acting mayor where Acting mayor

- (a) the mayor and deputy mayor are absent, incapacitated or otherwise unavailable and neither of them has appointed another member of council to act in his or her stead; or
- (b) the offices of mayor and deputy mayor are vacant.

- Term (5) Unless the appointment is revoked earlier by the council, the term of an acting mayor appointed under
- (a) clause (4)(a) continues only until the mayor or deputy mayor is no longer absent, incapacitated or otherwise unavailable; and
 - (b) clause (4)(b) continues only until a new mayor is declared elected.

Division 3 - Officers and Employees

- Prohibition – employment of member **92.** (1) A council shall not appoint a member of the council to serve, and no member shall serve, as an employee in any capacity, including but not limited to the positions of
- (a) chief administrative officer;
 - (b) financial officer;
 - (c) development officer;
 - (d) planner;
 - (e) enforcement officer; or
 - (f) public works personnel.

- Idem* – undertaking duties (2) Council shall not request a member of the council to undertake, and a member shall not undertake, any of the duties normally undertaken, or duties normally associated with those duties, by an employee of the municipality or a controlled corporation, either for remuneration or on a volunteer basis.

- Duties of chief administrative officer **93.** (1) The chief administrative officer
- (a) is the administrative head of the municipality and reports directly to council;
 - (b) shall ensure that the resolutions and policies of the municipality are complied with and that its programs are implemented;
 - (c) shall advise and inform the council on the operation and affairs of the municipality;
 - (d) is responsible for hiring, directing, managing and supervising the employees of the municipality;
 - (e) shall exercise the powers and carry out the duties and functions assigned to the chief administrative officer by the council and by this or another Act; and
 - (f) shall notify council if any action or inaction by council or the municipality is contrary to a bylaw or resolution of council or a provision of this or another Act.

- Authority of chief administrative officer (2) Subject to a bylaw, contract of employment, collective agreement or provision of this or another Act, the chief administrative officer has authority to employ, suspend, discipline or dismiss any employee.

- Responsibilities of chief administrative officer (3) The chief administrative officer shall ensure that

- (a) all minutes of council and council committee meetings are recorded;
- (b) the names of council members present at council and council committee meetings are recorded;
- (c) the minutes of each council meeting are given to council for approval at the next regular council meeting;
- (d) the corporate seal of the municipality, bylaws and minutes of council meetings and all other records and documents, funds and securities of the municipality are kept safe;
- (e) the council is advised of its responsibilities pursuant to this or another Act or a bylaw;
- (f) the Minister is provided with statements, reports or other information regarding the municipality that the Minister requires or is entitled to under this or another Act;
- (g) the official correspondence of the council is carried out according to the council's directions;
- (h) an indexed register containing certified copies of the bylaws is maintained;
- (i) an indexed register containing certified copies of the resolutions is maintained;
- (j) one or more accounts in the name of the municipality are opened in a chartered bank or other financial institution approved by the council and that money of the municipality is collected, received and deposited in the accounts;
- (k) the funds of the municipality are disbursed only in the manner and to the persons as directed by law or by the bylaws or resolutions of council;
- (l) a complete and accurate account of assets and liabilities and all transactions affecting the financial position of the municipality is maintained in accordance with the Canadian accounting standards for the public sector, as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada;
- (m) the financial statements and information that the council may request are provided to the council;
- (n) an audited financial statement is completed and provided to council in accordance with Part 6; and
- (o) other duties assigned to the chief administrative officer by council are carried out.

(4) The chief administrative officer shall take charge of and safely *Idem* keep all books, documents and records of the municipality that are committed to his or her charge and shall

- (a) produce, when called for by the council, auditor, Minister or other competent authority, all books, documents, records and money belonging to the municipality; and

(b) on ceasing to hold office, deliver all books, documents, records and money belonging to the municipality to his or her successor in office or to any other person the council may designate.

Prohibition –
directing employee

- (5) The chief administrative officer shall ensure that
- (a) all the assets and records of the municipality are maintained safely;
 - (b) oaths are administered and affidavits, declarations and affirmations are taken and received in matters relating to the municipality in accordance with this or any other Act; and
 - (c) accurate accounts are kept of
 - (i) all money received or disbursed on behalf of the municipality,
 - (ii) all assets and liabilities of the municipality, and
 - (iii) all transactions affecting the financial position of the municipality.

Idem

(6) No council member or member of a council committee shall publicly or privately instruct or direct an employee of the municipality except through the chief administrative officer.

Exception

(7) Despite subsection (6), a council member or member of a committee established by a council may communicate directly with an employee of the municipality to obtain or provide information.

Delegation by chief
administrative
officer

94. (1) Unless prohibited by bylaw, a chief administrative officer may delegate to an employee of the municipality any duty, power or function conferred on the chief administrative officer by this Act, except the power to dismiss an employee.

Idem

(2) If authorized to do so by a resolution of the council under subsection 88(2), the chief administrative officer may further delegate a power, duty or function delegated to the chief administrative officer by the council to the extent specified in the resolution.

Terms and
conditions of
employment

95. Subject to a bylaw respecting employment policies, a contract of employment, a collective agreement or another Act, a council shall establish policies for its employees respecting the terms and conditions of their employment.

Division 4 - Conflict of Interest

Conflict of interest

96. (1) A council member is in a conflict of interest if, in relation to a matter under consideration by the council, the member or a person closely connected to the member

- (a) has any pecuniary interest;
- (b) is a shareholder, officer, agent or director of a corporation or any other organization that has dealings or contracts with the municipality; or

(c) is a party to dealings or a contract with the municipality, or is a member of a partnership that has dealings or a contract with the municipality.

(2) A council member is in a conflict of interest if the member makes a decision or participates in making a decision in the execution of his or her office while at the same time the member knows or ought reasonably to know that the member's private interests or the private interests of a person closely connected to the member affected the member's impartiality in the making of the decision. *Idem*

(3) A council member who is in a conflict of interest as described in subsection (1) or (2) shall *Obligation of member*

- (a) declare the member's interest in the matter before the council;
- (b) remove himself or herself from the council meeting and any other meeting when the matter is discussed;
- (c) abstain from the discussion and voting on the matter; or
- (d) not attempt in any way, before, during or after a meeting, to influence the discussion or voting on any question, decision, recommendation or other action to be taken involving a matter in which the member has a conflict of interest.

(4) Subject to subsection (6), a member who fails to comply with clauses (3)(a) to (c) or who contravenes clause (3)(d) is disqualified from serving on council. *Disqualification*

(5) For greater certainty, a council member does not have a pecuniary interest by reason only of any interest *Limitation on pecuniary interest*

- (a) that the member or a person closely connected to the member may have as a voter, taxpayer or utility customer of the municipality;
- (b) that the member or a person closely connected to the member may have as a result of being appointed
 - (i) by the council as a director of a controlled corporation, or
 - (ii) as the representative of the council on another body;
- (c) that the member or a person closely connected to the member may have with respect to any allowance, honorarium, remuneration, compensation or benefit to which the member or the person closely connected to the member may be entitled by being appointed by the council to a position described in clause (b);
- (d) that the member may have with respect to any remuneration or allowances the member may be entitled to in accordance with section 82;
- (e) that the member or a person closely connected to the member may have by being employed by the Government of Canada, the Government of Prince Edward Island or a federal or provincial Crown corporation or agency, except with respect to a matter directly affecting the department, corporation or agency of which the

member or the person closely connected to the member is an employee;

(f) that a person closely connected to the member may have by being employed by a municipal department, except with respect to a matter that directly affects the municipal department of which the person closely connected to the member is an employee;

(g) that a person closely connected to the member may have by having an employer, other than the municipality, that is monetarily affected by a decision of the municipality;

(h) that the member or a person closely connected to the member may hold in common with the majority of voters of the municipality;

(i) that in the opinion of the council is so remote or insignificant that it cannot reasonably be regarded as likely to influence the member; or

(j) that the member may have by discussing or voting on a bylaw that applies to businesses or business activities in which the member or a person closely connected to the member has an interest, unless the only business affected by the bylaw is the business of the member or the person closely connected to the member.

Pardon by council

(6) Despite subsection (1) or (2), a council member who fails to comply with clause (3)(a), (b) or (c) or who contravenes clause (3)(d) may be pardoned by a resolution of council, if council is satisfied that the member's action was inadvertent or due to a genuine error in judgment.

Exception

(7) Despite subsection (1) or (2), a council member who provides goods or services to the municipality is not in a conflict of interest if

(a) the sale of the goods or services to the municipality or to persons contracting with the municipality is

(i) at competitive prices,

(ii) in the ordinary course of the council member's business on terms that are also generally available to the public, and

(iii) in accordance with the normal purchasing or procurement procedures set out in the municipality's procurement bylaw made pursuant to section 169;

(b) the council member, in the event of any discussion or vote concerning the provision of goods or services to the municipality by the member,

(i) declares his or her interest in the matter,

(ii) removes himself or herself from the council meeting and any other meeting where the matter has arisen, and

(iii) abstains from the discussion and voting on the matter;

(c) the council member exerts no influence over employees of the municipality or controlled corporation or any other person involved in the procurement process; and

(d) the municipality is purchasing or acquiring the goods or services in accordance with the normal procurement procedures of the municipality.

(8) If the matter in respect of which a council member has a conflict of interest is a question on which, pursuant to this Act or another enactment, the member, as a taxpayer or voter, has a right to be heard at a meeting of council, Right to be heard

(a) the member shall leave his or her place at the council table, but is not required to leave the room; and

(b) the member may exercise the right to be heard at the meeting in the same manner as a person who is not a member of council.

97. (1) A complaint that a member of council is in a conflict of interest may be made to council Complaint

(a) by a member of council; or

(b) in writing, by an elector.

(2) A council shall by bylaw, within 12 months after the coming into force of this section, establish Procedural bylaw

(a) the procedure to be followed by a member of council if the member believes or suspects that he or she may have a conflict of interest; and

(b) the procedure to be followed by the council if a complaint that a member has a conflict of interest is received by the council under subsection (1).

(3) After following the procedure provided for in the bylaw made pursuant to clause (2)(b), the council shall declare that Declaration by council

(a) the member is in a conflict of interest; or

(b) the member is not in a conflict of interest.

(4) The council of a municipality established after the coming into force of this section shall comply with subsection (2) within 12 months after the date of the order of the Lieutenant Governor in Council that established the municipality. New municipality

Division 5 - Disqualification

98. (1) A council member is disqualified from serving on council if the member is appointed or elected as Disqualification of council member

(a) a judge of the provincial court, the Supreme Court or the Court of Appeal;

(b) a member of Parliament;

(c) a member of the Legislative Assembly; or

(d) a chief or councillor of a First Nation Band in the province.

<i>Idem</i>	(2) A council member who ceases to be eligible as an elector in the municipality is disqualified from serving on council.
Disqualification for contravention	(3) Subject to subsection 119(7), a council member who contravenes subsection 119(5) or section 170 is disqualified from serving on council.
Disqualification for absenteeism	(4) Where a council member is absent from three consecutive regularly scheduled meetings of the council, the member shall be disqualified from holding office for the remainder of the member's term of office unless <ul style="list-style-type: none"> (a) the member's absences were due to illness; or (b) the council has approved a leave of absence for the member.
Disqualification for conviction	(5) A council member is disqualified from serving on council if the member is convicted of an indictable offence.
Resignation required	99. (1) A council member who is disqualified shall resign immediately.
Declaration or court order	(2) Where a disqualified council member does not resign immediately, <ul style="list-style-type: none"> (a) the council may by resolution declare the member's office vacant because the member has become disqualified under this Act from holding office as a member of council; or (b) the council may apply to the Supreme Court for an order that the member of council is disqualified from being a member and the member's office is vacant.
Appeal of declaration of disqualification	100. (1) A council member who has been declared disqualified under clause 99(2)(a) may within five days after the passing of the resolution by council file an appeal of the resolution with the Supreme Court.
Powers of judge	(2) A judge of the Supreme Court, after hearing the matter, may confirm the disqualification or set it aside.
Rules applicable	(3) The rules governing an appeal under this section shall, so far as practicable, be those applicable to a disqualification petition under subsections 101(2), (4) and (5) and sections 102 to 106.
Procedure on petition for disqualification	101. (1) Any ten or more electors in the municipality may petition the Supreme Court for a declaration that a council member is disqualified from holding office, and the member's office is vacant, as a result of <ul style="list-style-type: none"> (a) a contravention of subsection 96(3); (b) the appointment or election of the member to an office listed in subsection 98(1); or (c) the member's ceasing to be eligible as an elector in the municipality as set out in subsection 98(2).
Filing of petition	(2) A petition under subsection (1) to have a council member declared disqualified to hold office shall be filed with the Supreme Court within

30 days after the alleged grounds of disqualification came to the attention of the petitioners.

(3) Where a judge of the Supreme Court is satisfied on the facts alleged in the petition that there are reasonable grounds for believing that the declaration should be made, the judge may require the petitioners to deposit \$500 with the Court as security for the costs of the council member petitioned against.

Deposit as security

(4) A judge of the Supreme Court may hear and determine the matters raised in the petition in a summary manner without formal pleadings.

Summary process

(5) A judge of the Supreme Court may

- (a) designate the time and place for hearing the petition;
- (b) designate the method of taking evidence, either by affidavit or oral testimony, or both;
- (c) designate the persons who are to be notified of the hearing and how they may be notified; and
- (d) give directions for dealing with any matter not otherwise provided for.

Authority of judge

102. At the conclusion of the hearing of a petition under section 101, the judge may make a declaration

Decision of the court

- (a) confirming the council member in his or her office; or
- (b) that the council member is disqualified from continuing in office, and the office is vacant.

103. (1) The costs of and incidental to a petition for disqualification are in the discretion of the judge of the Supreme Court who heard the matter.

Costs

(2) Costs are recoverable in the same manner as a judgment of the Court.

Idem

104. Where a judge of the Supreme Court declares that a council member has become disqualified from holding office, the judge may order the person to pay to the municipality a monetary penalty, not exceeding \$1,000.

Penalty

105. A petition filed with the Supreme Court is deemed to be withdrawn and all claims to office abandoned when the member who is the subject of the petition files his or her resignation under section 83.

Withdrawal of petition

106. (1) Subsection (2) applies in the following circumstances:

- (a) a council member has appealed under section 100 a resolution passed under clause 99(2)(a) that declares the member's office vacant;

Council member's status until court decision

- (b) council has applied to the Supreme Court under clause 99(2)(b) for an order that a member of council is disqualified from being a member and the member's office is vacant;
- (c) a petition has been filed under subsection 101(1).

Idem

(2) In any of the circumstances set out in subsection (1), a member's office shall not be vacated and the member shall not be prevented from voting or acting as a council member unless

- (a) a judge of the Supreme Court, or a higher court on appeal to it, has declared that the member is disqualified from continuing in office as a member of council and the member has not appealed that declaration within the time limit for the appeal;
- (b) the member has appealed and the appeal has been dismissed;
- (c) the member has abandoned the appeal; or
- (d) the member files his or her resignation with the chief administrative officer, renouncing all claim to the office.

Division 6 – Code of Conduct

Code of conduct

107. (1) The council of a municipality shall by bylaw, within 12 months after the coming into force of this section, establish a code of conduct in accordance with the regulations to govern the conduct of the members of council.

Idem, contents

(2) The code of conduct referred to in subsection (1) shall include, at a minimum,

- (a) rules respecting confidentiality and disclosure of and access to personal information in the control of the municipality;
- (b) rules respecting the acceptance of gifts or other personal benefits by a member;
- (c) rules respecting the process for determining whether a member has contravened the code of conduct; and
- (d) the requirement for each council member, within 30 days of being elected, to file a disclosure statement in the form approved by the Minister with the chief administrative officer.

Procedural requirements

(3) The code of conduct referred to in subsection (1) shall provide procedures for dealing with breaches of its provisions, including the sanctions that may be imposed for a breach of the code of conduct.

Penalties

(4) A sanction referred to in subsection (3) may include a fine of not more than \$500.

New municipality

(5) The council of a municipality established after the coming into force of this section shall comply with subsection (1) within 12 months after the date of the order of the Lieutenant Governor in Council that established the municipality.

Division 7 - Vacancy

108. (1) The office of a council member shall be considered vacant Vacancies
where

- (a) the council member has resigned or died;
- (b) the council member's office has been declared vacant under clause 99(2)(a) by resolution of the council and
 - (i) the member has not appealed under section 100 within the time limit for the appeal,
 - (ii) the member has appealed and the appeal has been dismissed, or
 - (iii) the member has appealed and has abandoned the appeal;
- (c) a judge of the Supreme Court, or a higher court on appeal to it, declares under clause 99(2)(b) that since the council member's election the member has become disqualified from continuing in office as a council member and
 - (i) the member has not appealed that declaration within the time limit for the appeal,
 - (ii) the member has appealed and the appeal has been dismissed, or
 - (iii) the member has appealed and has abandoned the appeal; or
- (d) the council member's office has been declared vacant under this Act.

(2) Where a member's resignation is to take effect on the swearing in of the member's successor, the member's office shall be considered vacant for the purpose of holding a by-election to elect the member's successor. Office deemed vacant

PART 5 - MUNICIPAL ADMINISTRATION

Division 1 - Meetings of Municipal Council

109. (1) All acts authorized or required to be done by a council shall, Acts of Council
except as otherwise provided in this Act, be done or decided by a majority of the council members present at a meeting and entitled to vote.

(2) Except as otherwise provided in this Act, an action or proceeding of a council is not valid unless it is authorized or adopted by a bylaw or a resolution at a duly constituted public meeting of the council. Validity, conditions

110. (1) The first meeting of a newly elected council following a general municipal election shall be held no later than the first regularly scheduled council meeting in December after the council members have been sworn in pursuant to section 79. First council meeting

Where no meeting scheduled	(2) When there is no regularly scheduled council meeting in the month of December following a general municipal election, the first meeting of a newly elected council shall be in the month of December after the council members have been sworn in pursuant to section 79, at a time and place designated by the chief administrative officer.
Schedule of meetings	(3) A council shall establish and publish, by electronic means and one other means of public notification, an annual schedule of meetings for the conduct of its business, of which at least six meetings each year shall be open to the public.
Public notification	(4) Other means of public notification for the purposes of subsection (3) include signs or posters, newsletters and newspaper advertisements.
Rescheduling of meeting	(5) The procedural bylaw passed pursuant to clause 86(2)(e) shall establish rules and a process for changing the date, time or place of all meetings, including regularly scheduled meetings.
Mayor to preside at meetings	111. The mayor, in presiding at meetings of council as required by section 89, shall maintain order and decorum and decide all questions of order, subject to appeal to the council as a whole.
Appeal of mayor's decision	112. (1) An appeal may be made at the council meeting, in accordance with the procedural bylaw of council, by a council member from a decision of the mayor made during that meeting.
Vote on appeal	(2) The procedural bylaw shall provide for an immediate vote on the appeal and shall specify the majority required.
Quorum	113. (1) A quorum is required at all times for council meetings and council committee meetings.
Nature of quorum	(2) A quorum is a majority of all the members of council or a council committee.
Variation in quorum	(3) Despite subsection (2), where there is a vacancy on council but there are at least four council members remaining on council, a quorum is a majority of the remaining members of council.
Less than three members	(4) Where the number of council members is reduced to less than four, the Minister may order that the remaining council member or members shall be considered to be a quorum until elections are held to fill the vacancies.
Effect of quorum	(5) As long as a quorum, in accordance with subsection (2) or (3), as the case may be, remains in office, anything done at a meeting of council or a council committee is not invalidated by <ul style="list-style-type: none"> (a) any vacancy among its members;

- (b) any defect in the appointment of any member; or
- (c) the disqualification of any member.

114. (1) For the purposes of this section and section 115, a council member has a conflict of interest if he or she has declared that he or she has a conflict of interest or has been found to have a conflict of interest under Division 4 of Part 4 in relation to a matter before council. Effect of conflict of interest on quorum

(2) Any council member who has a conflict of interest shall not be counted for the purpose of determining whether a quorum of council is present for discussion and voting on a matter. *Idem*

(3) Subject to subsection (4), where the number of council members who have a conflict of interest results in a loss of quorum with respect to discussion and voting on a matter, the remaining members are deemed to be a quorum for that discussion or voting. Loss of quorum

(4) Where all, or all but one, of the council members have a conflict of interest in a matter, the council shall, by resolution, apply without notice to any other person to a judge of the Supreme Court for an order authorizing the council to proceed with discussion and voting on that question or matter despite the conflict. Application to court

(5) Where an application is brought pursuant to subsection (4), the judge may issue an order Order

- (a) declaring that Division 4 of Part 4 does not apply to all or any of the council members with respect to the matter in relation to which the application is brought; and
- (b) specifying any directions or conditions for the council to observe in its discussion and vote on the matter that the judge considers appropriate.

(6) Where a judge issues an order pursuant to subsection (5), the council may discuss and vote on the matter as if the members had no conflict of interest in the matter, subject to any conditions and directions that the judge may state in the order. Effect of order

115. (1) Each council member present at a council meeting, except the mayor, shall vote on every matter unless Voting

- (a) in a specific case, a member is excused by resolution of the council from voting; or
- (b) a member is prohibited from voting because the member has a conflict of interest.

(2) No vote of council shall be taken by ballot or by any other method of secret voting, and any vote taken by means of a secret vote is of no effect. No secret ballot

Recording of votes	(3) For all votes of council, the number of votes for and against shall be recorded.
Vote to break tie	(4) Where there is an equal number of votes for and against a bylaw or resolution, the mayor shall vote for the purpose of breaking the tie.
Effect of failure or refusal	(5) The failure or refusal of a member of council to vote on a matter that is properly before the council shall be considered a vote in favour except when the member is excused by resolution of the council or is prohibited from voting because the member has a conflict of interest.
Minutes of open meetings	<p>116. (1) The chief administrative officer shall ensure that minutes are kept of all council meetings and council committee meetings, both open and closed to the public, and that the minutes include at least the following information:</p> <ul style="list-style-type: none"> (a) the date of the meeting; (b) the names of those present at the meeting; (c) the subject matter of the issues discussed; (d) a record of any decisions made.
Minutes of closed meeting	<p>(2) Where a meeting is closed to the public pursuant to subsection 119(1), the contents of the minutes of the meeting that may be disclosed to the public under clause 147(1)(e) shall be restricted to the following:</p> <ul style="list-style-type: none"> (a) the date of the meeting; (b) the names of those present at the meeting; (c) the type of matter under subsection 119(1) that was discussed during the meeting.
Inspection of minutes	(3) Copies of the minutes shall be open for inspection by any person during regular office hours and copies of them shall be provided to any person on the payment of a reasonable fee established by the council.
Signing of minutes	(4) Minutes of council meetings, when approved, shall be signed by the mayor and chief administrative officer, and minutes of committee meetings, when approved, shall be signed by the chairperson of the committee.
Management and disposal of records	<p>117. (1) Subject to this section, a council shall by bylaw, within 12 months after the coming into force of this section, establish a records retention and disposal schedule that provides for the management and disposal of all records and other documents in the municipality.</p>
Retention	(2) Minutes, bylaws, policies and resolutions of a council and records that are required by this or another enactment to be retained shall be retained in accordance with the enactment and the regulations.
<i>Idem</i>	(3) A council may, by bylaw, specify further classes of records that shall not be destroyed or that shall be retained for specified time periods.

(4) The chief administrative officer may, where Certifying copies

(a) a municipal record referred to in subsection (2) or specified by a council pursuant to subsection (3) is inadvertently destroyed, certify a copy that has been made by photographic, photostatic or electronic means of a reproduction of the original document that is part of the records of the municipality; and

(b) an original municipal record is not available to be produced in court, certify a copy of the original municipal record that has been made by photographic, photostatic or electronic means,

and the certified copy is admissible in evidence to the same extent as the reproduction or original municipal record and is, in the absence of proof to the contrary, proof of the record.

(5) The council of a municipality established after the coming into force of this section shall comply with subsection (1) within 12 months after the date of the order of the Lieutenant Governor in Council that established the municipality. New municipality

118. (1) Subject to subsection (2) and section 119, all council meetings and council committee meetings shall be conducted in public and members of the public are entitled to attend. Public meetings

(2) Despite subsection (1), the mayor or other person presiding at a meeting may expel a member of the public for improper conduct. Improper conduct

119. (1) Despite subsection 118(1), a council or council committee may, by resolution, close all or part of a meeting to the public, either in advance or at the meeting, where the matter to be discussed is, in relation to any of the following, confidential: Closed meetings

(a) commercial information which, if disclosed, would likely be prejudicial to the municipality or parties involved;

(b) information received in confidence which, if disclosed, would likely be prejudicial to the municipality or parties involved;

(c) personal information, other than a person's address, that is protected under this Act;

(d) human resource matters;

(e) a matter still under consideration, on which the council has not yet publicly announced a decision, and about which discussion in public would likely prejudice a municipality's ability to carry out its negotiations;

(f) the conduct of existing or anticipated legal proceedings;

(g) the conduct of an investigation under, or enforcement of, an Act or bylaw;

(h) information which, if disclosed, could prejudice security and the maintenance of the law.

Resolution at closed meeting	<p>(2) When a council or council committee meeting is closed to the public, no resolution or bylaw shall be passed during that meeting other than a resolution</p> <ul style="list-style-type: none"> (a) giving instructions to the lawyer for the municipality; (b) giving instructions to any person negotiating a contract on behalf of the municipality; (c) giving directions to employees on matters enumerated in subsection (1); (d) adjourning the closed meeting; or (e) opening the meeting to the public.
Required content of resolution	<p>(3) A resolution to close a meeting to the public shall state which clause or clauses of subsection (1) describe the matter to be considered at the closed meeting.</p>
Disclosure	<p>(4) A council or council committee shall make public any matter which has been considered at a meeting closed to the public pursuant to subsection (1), when confidentiality is no longer required.</p>
Prohibition	<p>(5) No council member, council committee member or employee of a municipality shall, subject to clause (2)(c), disclose or act on any information acquired at a closed meeting of council or a council committee respecting a matter or report disclosed or discussed at the meeting, prior to the matter or report being dealt with at an open meeting of council or the council committee.</p>
Penalties	<p>(6) Where a council member, council committee member or employee contravenes subsection (5), and the municipality suffers a financial loss or the member or employee gains financially as a result of the disclosure or action, the member or employee is guilty of an offence and on summary conviction</p> <ul style="list-style-type: none"> (a) is liable in damages to the municipality for the amount of the financial loss, if any, suffered by the municipality as a result of the disclosure or action; (b) is liable in damages to the municipality for the amount of the financial gain to the member or employee, if any, as a result of the disclosure or action; and (c) if the person is a council member or council committee member, is disqualified <ul style="list-style-type: none"> (i) from continuing to serve on council or the council committee, or both, as the case may be, and (ii) from being a candidate at any municipal election held in the five years after the commission of the offence.
Inquiry	<p>(7) Where a council member or council committee member contravenes subsection (5), but there is no financial loss to the municipality or gain to the member as a result of the disclosure or action,</p>

the council may, by a vote of two-thirds of its members, request under clause 216(1)(b) that the Minister conduct an inquiry into the conduct of the member to determine whether the member should be disqualified from continuing to serve on council or the council committee, or both, as the case may be.

120. (1) The chief administrative officer shall attend all council and council committee meetings, including meetings that are closed to the public, unless a matter in relation to the chief administrative officer is the subject of the closed meeting. Requirement to attend

(2) Where, pursuant to subsection (1), the chief administrative officer is excluded from a closed meeting, the mayor shall designate a person to record the minutes of the meeting as required by section 116 and that person shall sign the minutes in the place of the chief administrative officer. Recording of minutes

121. (1) A special meeting of the council shall be called by the chief administrative officer when requested in writing to do so by Special meetings

- (a) the mayor; or
- (b) a majority of council members.

(2) Notice of the date, time and place of the special meeting and the nature of the business to be transacted at the special meeting shall be given at least 24 hours before the time of the meeting Notice

- (a) to the public through local media or other means as prescribed by procedural bylaw; and
- (b) to the council members by providing a copy of the notice to each council member at the place to which the member has directed such notices be sent.

(3) If a council changes the date, time or place of a special meeting, the chief administrative officer shall give at least 24 hours' notice of the change, in accordance with subsection (2), Notice of change

- (a) to all council members; and
- (b) to the public.

(4) No business other than that stated in the notice shall be transacted at a special meeting unless all members are present and unanimously agree to deal with other matters. Limitation

122. (1) Subject to subsection (3), a council meeting may be conducted by electronic means if Electronic meeting of council

- (a) authorized by council's procedural bylaw; and
- (b) the council members are unable to meet in person.

Idem, council committee	(2) Subject to subsection (3), a council committee meeting may be conducted by electronic means at any time if authorized by council's procedural bylaw.
Public meeting by electronic means	(3) A meeting shall only be conducted by electronic means if <ul style="list-style-type: none"> (a) the electronic means by which the meeting is conducted enable, at a minimum, the council and council committee members participating in the meeting to hear and speak to each other; (b) notice is given to the public of the meeting, including that it will be conducted by electronic means; and (c) where the meeting is a public meeting, <ul style="list-style-type: none"> (i) facilities are provided to enable the public to see and hear the meeting's participants at a place specified in the notice, and (ii) a municipal employee is in attendance at the place specified in the notice.
Participation by telephone, etc.	(4) Where authorized to do so by council's procedural bylaw, a council or council committee member who is unable to attend a meeting of council or the council committee in person may participate in the meeting by telephone or by electronic means that meet the requirements of clause (3)(a).
Member deemed present	(5) A council or council committee member participating by telephone or electronic means in a meeting in accordance with this section is considered to be present at the meeting.
Required information	(6) Where <ul style="list-style-type: none"> (a) a council or council committee member is participating in a meeting conducted by electronic means; and (b) there is a report or recommendation to be considered in respect of a matter before the council or council committee, the council or council committee member shall take part in the debate and voting on that matter only if the member has before him or her a copy of the report or recommendation to be considered.

Division 2 - Bylaws and Resolutions

Mode of exercise of powers of council	123. (1) The powers of a council shall only be exercised by either bylaw or resolution.
Council's discretion	(2) Unless expressly required to be exercised by bylaw, the powers of a council may be exercised by bylaw or resolution.
Restriction	(3) Where this Act states that a council may do a thing by bylaw the council shall, if it chooses to do that thing, do so by means of a bylaw.
Bylaw procedure	124. A bylaw is validly made if

- (a) it is read and formally approved by a majority of the council members present and voting on two occasions at meetings of the council held on different days;
- (b) after being read a second time it is formally adopted by resolution of the council; and
- (c) it is
 - (i) signed by the mayor and the chief administrative officer, and
 - (ii) sealed with the corporate seal of the municipality.

- 125.** (1) Despite section 124, where copies of a proposed bylaw have been made available to the public at or prior to the meeting in which the proposed bylaw is to be read, the reading may consist of the recitation of the bylaw name and number and a brief description of its effect. Exception
- (2) Where copies of the proposed bylaw have not been made available to the public at or prior to the meeting, the entire proposed bylaw shall be read word by word at least once. Reading required
- (3) A proposed bylaw may be amended after its first reading and, if it is amended, the amendment shall be read word by word at the meeting even if copies of the bylaw with the proposed amendment are made available to the public. Amendment
- 126.** The power to make a bylaw or a resolution includes the power to amend or repeal the bylaw or amend or rescind the resolution. Power to amend and repeal bylaw or resolution
- 127.** The first and second readings of a proposed bylaw are rendered null if the proposed bylaw is not formally adopted within two years from the date of first reading. Rescission of previous bylaw readings
- 128.** (1) Every bylaw shall be in writing and a copy of the bylaw bearing the authorized signatures and sealed with the corporate seal of the municipality shall be kept in the register of bylaws for the municipality. Bylaws to be written and signed
- (2) Copies of the bylaws shall be open for inspection by any person and copies of them shall be provided to any person on payment of a reasonable fee established by the council. Inspection of bylaws
- 129.** A copy certified by the chief administrative officer of every bylaw passed by a council shall be filed with the Minister. Filing of certified copy
- 130.** (1) Subject to subsection (2), a bylaw comes into force at the time it is passed, pursuant to section 124, unless otherwise provided for in this Act or in the bylaw. Effective date of bylaws
- (2) Where this or another Act requires a bylaw to be approved by the Minister, the bylaw shall not come into force until the approval is given. Where approval required

- Quashing bylaws or resolutions **131.** (1) Subject to this section and section 132, a person may make an application to the Supreme Court to quash a bylaw or resolution in whole or in part on the grounds that
- (a) the bylaw or resolution is contrary to law;
 - (b) the bylaw or resolution is beyond the power of the municipality;
 - or
 - (c) the procedure followed in making the bylaw or resolution did not comply with the requirements of this or another Act under which the bylaw was made.
- Exception (2) Despite subsection (1), no bylaw or resolution shall be quashed solely on the grounds of a defect in form if
- (a) it can be shown that the council made reasonable efforts to comply with the requirements of this Act or the Act under which it was made; and
 - (b) it is unlikely that the defect in form altered the result of the vote in passing the bylaw or resolution.
- Exception (3) No application shall be made pursuant to this section to quash a bylaw or resolution described in Part 6, Division 3.
- Idem* (4) No bylaw or resolution passed in good faith may be challenged on the grounds that it is or may be unreasonable.
- Limit on action (5) An action under this section shall be brought against the municipality alone.
- No challenge to bylaw or resolution **132.** A bylaw or resolution of a council or resolution or proceeding of a council committee may not be challenged solely on the grounds that
- (a) a person sitting or voting as a council member
 - (i) is not qualified to sit on council,
 - (ii) was not qualified when the person was elected, or
 - (iii) after the election, ceased to be qualified or became disqualified;
 - (b) the election of one or more council members is invalid;
 - (c) a council member has resigned because of disqualification;
 - (d) a person has been declared disqualified from being a council member;
 - (e) a council member did not take the oath of office;
 - (f) a person sitting or voting as a member of a council committee
 - (i) is not qualified to sit on the committee,
 - (ii) was not qualified when the person was appointed, or
 - (iii) after being appointed, ceased to be qualified or became disqualified; or
 - (g) there was a defect in the appointment of a council member or other person to a council committee.

133. (1) A council may, by bylaw, authorize the chief administrative officer to consolidate one or more of the bylaws of the municipality by Consolidation of bylaws

- (a) incorporating all amendments into the bylaw; and
- (b) omitting any provision of the bylaw that has been repealed, has expired or is otherwise spent.

(2) A copy of a bylaw consolidated pursuant to this section and printed under the authority of the chief administrative officer is admissible as evidence in any proceeding, as proof, in the absence of evidence to the contrary, of Consolidation admissible

- (a) the original bylaw and all bylaws amending it; and
- (b) the fact of the passage of the original bylaw and all amending bylaws.

134. (1) A council may, by bylaw, authorize a person to conduct a revision of all or any of the bylaws of the municipality and may authorize the person to do all or any of the following: Revision of bylaws

- (a) consolidate a bylaw by incorporating all amendments to it into one bylaw;
- (b) omit and provide for the repeal of a bylaw or a provision of a bylaw that is inoperative, obsolete, expired, spent or otherwise ineffective;
- (c) omit, without providing for its repeal, a bylaw or a provision of a bylaw that is of a transitional nature;
- (d) combine two or more bylaws into one bylaw, divide a bylaw into two or more bylaws, move provisions from one bylaw to another and create a bylaw from provisions of another or two or more others;
- (e) alter the citation and title of a bylaw and the numbering and arrangement of its provisions, and add, change or omit a note, heading, title, marginal note, diagram or example to a bylaw;
- (f) omit the preamble and long title to a bylaw;
- (g) omit forms or other material contained in a bylaw that can more conveniently be contained in a resolution, and add authority for the forms or other material to be contained in a resolution;
- (h) correct clerical, grammatical and typographical errors;
- (i) make changes, without changing the substance of a bylaw, to bring out more clearly what is considered to be the meaning of the bylaw or to improve the expression of the law.

(2) Bylaws revised pursuant to a revision bylaw shall have no effect until a bylaw confirming them is passed by council. Confirmation required

(3) A bylaw confirming the revised bylaws shall specify the date or dates on which the revised bylaws shall come into force and the date or dates on which the bylaws being repealed are repealed. Dates to be specified

Resolutions under bylaws	135. (1) Subject to subsection (2), a council may within a bylaw authorized or required under this or another Act authorize certain matters in the bylaw that the council may establish or alter by resolution.
Authorized matters	(2) The matters referred to in subsection (1) shall be limited to <ul style="list-style-type: none"> (a) schedules of fees and charges for activities authorized by the bylaw; (b) forms required for the purposes of the bylaw; and (c) other matters that are related to the administration of the bylaw.
Effect of resolution	(3) Any resolution on a matter passed by council pursuant to clause (2)(a) shall form an appendix, schedule or attachment to the main body of the bylaw.

Division 3 - Additional Duties and Powers of a Municipality

Corporate seal	136. Every council shall have and maintain a corporate seal for the municipality.
Municipal flag, etc.	137. A council may by bylaw adopt a flag, crest, emblem, logo, trademark or coat of arms for the municipality and may impose restrictions on its use.
Agreements with other municipality	138. (1) A council may enter into an agreement, if authorized by bylaw, with another council for the provision of any service which each has the power to provide within its own boundaries.
<i>Idem</i>	(2) An agreement referred to in subsection (1) shall be in writing and shall set out the terms and conditions that apply to the agreement.
Agreements with First Nations	139. (1) A council may enter into an agreement with a First Nations Band for the provision of a service by either entity to the other which that entity has the power to provide within its own boundaries, within the boundaries of the municipality or lands in the reserve of the First Nations Band.
<i>Idem</i>	(2) An agreement referred to in subsection (1) shall be in writing and shall set out the terms and conditions that apply to the agreement.
Agreements with governments	140. (1) A council may enter into an agreement with the Government of Prince Edward Island or, if approved by the Minister, the Government of Canada, for the provision of a service on behalf of either Government within the boundaries of the municipality.
Provision of other service	(2) Pursuant to an agreement referred to in subsection (1) with the Government of Prince Edward Island, a council may provide a service that it would otherwise not have authority to provide in the municipality.

(3) An agreement referred to in subsection (1) shall be in writing and shall set out the terms and conditions that apply to the agreement. *Idem*

141. Where authorized by, and in accordance with, a written agreement under section 138, 139 or 140, a council may provide, outside the boundaries of its municipality, a service that it has authority to provide within its boundaries. *Service outside boundaries*

142. (1) Subject to subsection (2) and sections 143 and 158, a council shall not, in respect of any person, institution, association, group or body, *Privileges and exemptions*

- (a) grant any privilege or exemption from the ordinary jurisdiction of the municipality and its bylaws; or
- (b) provide a right or privilege to receive
 - (i) a bonus, or
 - (ii) an exemption from any tax, rate or rent or from the requirement to remit any tax or rate levied or any rent.

(2) Despite subsection (1), a council of a municipality may by resolution cancel or write off any arrears of municipal fees, penalties or interest charges that are prescribed by bylaw or specified in a resolution that, in the opinion of council, are no longer collectable from the person, institution, association, group or body that is liable to pay them. *Write-off of debts*

143. (1) Where a council proposes to sell, grant, transfer or otherwise dispose of municipal land, or any interest in municipal land, for less than fair market value, the council shall prepare a written proposal that includes the information specified in subsection (2) and shall give notice to the public of its proposed action in the manner prescribed in the regulations. *Transfer of land below market value*

(2) The proposal referred to in subsection (1) shall include the following information in respect of the proposed disposition: *Contents of proposal*

- (a) a description of the municipal land or interest in it;
- (b) the person or entity who is proposed to acquire the land or interest;
- (c) the nature and, if applicable, the term of the proposed disposition;
- (d) the fair market value of the land or interest in it;
- (e) the consideration to be received by the municipality.

Division 4 – Municipal Emergency Management Program

144. Despite any other section in this Act, a council may take any temporary measures necessary in the municipality to respond to and deal with an emergency as defined in the *Emergency Measures Act*. *Actions by council in emergencies*

Emergency measures plan and program	145. (1) Despite that section 8 of the <i>Emergency Measures Act</i> does not require it, a council shall, by bylaw, establish an emergency management program for the municipality that, in the opinion of the provincial Emergency Measures Organization, is adequate and properly integrated with the provincial emergency measures plan.
Required contents	(2) The municipal emergency management program shall contain, at a minimum, a copy of the bylaw referred to in subsection (1), the municipal emergency measures plan, any required delegation of authority, plans for training and exercises and any other component required by the provincial Emergency Measures Organization.
Exercises to be conducted	(3) The municipal emergency management program shall include an exercise work plan that, at a minimum, provides for <ul style="list-style-type: none"> (a) an annual discussion-based exercise to be commenced by the municipality not later than one year after approval of the program by the provincial Emergency Measures Organization; and (b) an operational-based exercise, which includes participation by the appropriate response agencies referred to in the emergency management program, to be undertaken by the municipality once every five years, commencing not later than five years after the approval of the emergency management program by the provincial Emergency Measures Organization.
Appointment	(4) A council shall appoint an emergency co-ordinator and a deputy emergency co-ordinator, who shall be responsible for the implementation, maintenance and execution of the municipal emergency management program established pursuant to subsection (1).
Submission	(5) A council shall submit its municipal emergency management program to the provincial Emergency Measures Organization for review and approval within three years after the coming into force of this Act.
Review and revision	(6) After the approval of its municipal emergency management program by the provincial Emergency Measures Organization, a council shall <ul style="list-style-type: none"> (a) annually review the program and, where necessary, make revisions; and (b) within 60 days of making the revisions, provide the revised program to the provincial Emergency Measures Organization for review.
Required revision	(7) The provincial Emergency Measures Organization may at any time require that a municipal emergency management program submitted to it pursuant to subsections (5) and (6) be revised, and the required revisions shall be carried out by the council to the satisfaction of the provincial Emergency Measures Organization.

(8) In response to a state of local emergency declared under subsection 146(1), or in order to implement its municipal emergency management program in whole or in part, council may authorize the chief administrative officer to incur any liabilities that the chief administrative officer considers necessary. Authorization

(9) The chief administrative officer is responsible for keeping records of the expenditures made and the equipment used in implementing the municipal emergency management program or responding to a declared emergency. Accounting

146. (1) The council of a municipality shall, when satisfied that an emergency exists or may exist in the municipality, declare a state of local emergency. Declaration of a state of local emergency

(2) Where a council is unable to act promptly in declaring a state of local emergency in a municipality pursuant to subsection (1), the mayor may, after consulting a majority of the members of the council where practicable, declare a state of local emergency in the municipality. *Idem*

Division 5 - Access to Information and Protection of Privacy

147. (1) A council shall, within 12 months after the coming into force of this section, enact and maintain a bylaw that provides for access in accordance with the regulations to information that was created or collected on and after the coming into force of this section by or otherwise under the control of the municipality, including but not limited to information in relation to the following matters: Access to information

- (a) assessment information;
- (b) approved financial plans;
- (c) approved annual financial statements;
- (d) auditor reports;
- (e) minutes of all meetings of the council and council committees;
- (f) bylaws or proposed bylaws which have received first reading;
- (g) resolutions of the council and council committees passed at open meetings of the council or council committee together with any relevant information that was taken into consideration in the decision to pass the resolution;
- (h) permits which have been issued;
- (i) approvals which have been granted;
- (j) all grants, contributions and donations, with the name of each recipient;
- (k) all contracts, except a contract
 - (i) in respect of which the release of information could jeopardize an individual's safety or security, or

	<ul style="list-style-type: none"> (ii) the disclosure of which could reasonably be expected to harm significantly the competitive position or interfere significantly with the negotiating position of a municipality; (l) all compensation, expenses and other payments made annually to each council member pursuant to section 82; (m) strategic plans; (n) all policies; (o) all documents that have been tabled or adopted at open meetings of the council or council committees that <ul style="list-style-type: none"> (i) are not included in clauses (a) to (n), (ii) do not fall within the scope of subsection 119(1), and (iii) are not subject to solicitor–client privilege.
Personal information	<p>(2) No personal information, except a person’s address, that is included in any of the types of information listed in clauses (1)(a) to (o) shall be disclosed except in accordance with the regulations and</p> <ul style="list-style-type: none"> (a) to the person whose personal information it is; (b) to a person authorized by the person referred to in clause (a); or (c) in accordance with a bylaw made under section 148.
Personal information, defined	<p>(3) In this section and in clause 119(1)(c) and section 148, “personal information” means personal information as defined in clause 1(i) of the <i>Freedom of Information and Protection of Privacy Act</i> R.S.P.E.I. 1988, Cap. F-15.01.</p>
New municipality	<p>(4) The council of a municipality established after the coming into force of this section shall comply with subsection (1) within 12 months after the date of the order of the Lieutenant Governor in Council that established the municipality.</p>
Protection of privacy	<p>148. (1) A council shall, within 12 months after the coming into force of this section, enact and maintain a bylaw that protects the personal information collected by the municipality and provides rules in accordance with the regulations respecting</p> <ul style="list-style-type: none"> (a) what personal information may be collected by the municipality; (b) the purposes for which the personal information may be collected; (c) how the personal information may be used; and (d) who may have access to the personal information.
Correction of personal information	<p>(2) A bylaw made under subsection (1) shall provide for access by an individual to the individual’s personal information for the purpose of verifying and, if necessary, correcting the personal information.</p>
Notice to individual	<p>(3) A council shall ensure that, when an individual’s personal information is collected by the municipality, the individual is informed of the purposes for which the information is being collected, how the</p>

personal information may be used and who may have access to the personal information.

(4) This section applies in respect of personal information in a record or document created on and after the coming into force of this section. Application

(5) The council of a municipality established after the coming into force of this section shall comply with subsection (1) within 12 months after the date of the order of the Lieutenant Governor in Council that established the municipality. New municipality

PART 6 - FINANCIAL MATTERS

Division 1 - Financial Operations

149. (1) Commencing April 1, 2019, the fiscal year of a municipality is from April 1 to March 31. Fiscal year

(2) The period from January 1, 2017, to March 31, 2019, comprises two fiscal years for each municipality, as follows: *Idem*

- (a) January 1, 2017, to December 31, 2017; and
- (b) January 1, 2018, to March 31, 2019.

(3) A council shall Transitional budgets

- (a) on or before March 31, 2018, adopt by resolution an operating budget and a capital budget for the fiscal year referred to in clause (2)(b); and
- (b) submit the operating budget and capital budget to the Minister no later than April 15, 2018.

150. (1) On or before March 31 in each year, a council shall by resolution adopt a financial plan for the upcoming fiscal year that Financial plan

- (a) is in the form approved by the Minister; and
- (b) meets the requirements prescribed in the regulations.

(2) The financial plan shall contain Required contents of financial plan

- (a) an operating budget that includes estimates of the amount of money required for expenditures and to be received as revenue;
- (b) a capital budget; and
- (c) on and after March 31, 2019, a five-year capital expenditure program that includes an asset management program.

(3) Despite subsection (2), a council may, prior to March 31, adopt by resolution the capital budget portion of its financial plan separately from the rest of the financial plan. Separate capital budget

(4) A copy of the financial plan shall be filed with the Minister by April 15 of the fiscal year for which it was adopted. Filing requirement

Extension of time	(5) A council that for any reason is unable to adopt its financial plan on or before March 31 shall, in writing, request an extension of the time in which to comply with subsection (1), and the Minister may extend the time subject to any conditions the Minister considers necessary or advisable.
Transfer of surplus	(6) A council shall ensure that any projected surplus in the operating budget at the end of a fiscal year is transferred to the operating fund for the next fiscal year or to a reserve fund.
Public meeting	151. (1) Not less than two weeks before adopting its financial plan, the council shall give public notice and hold a public meeting in respect of the financial plan.
Non-application	(2) Subsection (1) does not apply to a separate capital budget adopted by a council pursuant to subsection 150(3).
Extension of time	(3) A council that for any reason is unable to comply with the requirements of subsection (1) shall, in writing, request an extension of the time and the Minister may extend the time subject to any conditions the Minister considers necessary or advisable.
Expenditures	152. (1) A council shall only make an expenditure that is <ul style="list-style-type: none"> (a) included in its financial plan or, subject to subsection 153(3), otherwise authorized by the council in accordance with this Part; (b) in respect of an emergency under the <i>Emergency Measures Act</i>; or (c) ordered to be paid by a court or by the Minister.
Purpose not set out in budget	(2) A council may authorize the expenditure of an amount of money provided for in an operating budget or capital budget, other than an expenditure referred to in subsection 153(2), for a purpose other than that set out in the operating budget or capital budget for that fiscal year if the expenditure does not affect the total of the amounts estimated for the operating budget and the capital budget.
Expenditure or transfer within total of revenues	(3) A council may authorize expenditures from its operating budget, or transfer amounts of money from its operating budget to the capital budget, that are not provided for in the operating budget if the total of the expenditures and transfers does not exceed the total amount of estimated revenue from all sources in excess of the amount estimated for those sources in the operating budget.
Capital expenditure not included in capital budget	(4) A council may authorize capital expenditures that are not provided for in its capital budget if the total of the expenditures does not exceed the amount <ul style="list-style-type: none"> (a) authorized to be transferred from the operating budget to the capital budget under subsection (3);

- (b) authorized to be borrowed under subsection 164(3); or
- (c) transferred from a reserve fund in accordance with subsection 155(4) or (5), as the case may be.

(5) A council shall establish procedures to authorize and verify expenditures that are not included in its financial plan. Authorizing expenditures

153. (1) A council shall not project a deficit in its operating budget for any fiscal year in respect of expenditures other than amortization and its public utility, except in accordance with this section. Deficit prohibited

(2) A council shall cause any portion of a projected operating deficit at the end of a fiscal year that is not offset by funds from a reserve fund or other surplus funds to be debited to the operating fund for the next fiscal year, unless the Minister has approved another means of dealing with the deficit. Transfer of deficit

(3) Where a council determines during a fiscal year that operating expenditures are likely to exceed the revenue and transfers provided for in its operating budget by more than five per cent, the council shall immediately notify the Minister in writing, and may incur a deficit for that fiscal year only with the written approval of the Minister. Approval for anticipated deficit

(4) Where the Minister approves a deficit in a fiscal year for a municipality pursuant to subsection (3), the Minister may attach any conditions to the approval that the Minister considers necessary. Conditions

(5) Where the Minister has approved the request of a council to incur a deficit in a fiscal year under subsection (3), the Minister may, if the Minister considers it necessary, establish the council's financial plan for the following fiscal year, and the financial plan established by the Minister Powers of Minister

- (a) is for all purposes the financial plan of the municipality for that fiscal year; and
- (b) shall not be substituted, amended or altered by council in any way unless the substitution, amendment or alteration has been approved by the Minister.

154. Where a council has authorized an expenditure pursuant to subsections 152(2) to (4) or received approval from the Minister to incur a deficit pursuant to subsection 153(3), the council shall by resolution revise, quarterly, its operating or capital budget for that fiscal year to reflect the changes that resulted from council's authorization or the Minister's approval, as the case may be. Amendment to financial plan

155. (1) A council may by bylaw provide for the establishment of one or more reserve funds in the name of the municipality for any municipal Reserve funds

purpose and may make contributions to the reserve funds pursuant to the bylaw or in accordance with the financial plan for the municipality.

Specified information

- (2) A council shall specify in its bylaw establishing a reserve fund
- (a) the purpose for which the reserve fund is established; and
 - (b) the criteria and conditions governing contributions to and withdrawals from the reserve fund.

Use of reserves after amalgamation

(3) A council of a municipality that is formed as a result of the amalgamation of two or more municipalities may, by bylaw, require that a reserve fund established by one of the amalgamating municipalities shall be used only in relation to expenditures that primarily benefit the area within the boundaries of that amalgamating municipality as they existed immediately prior to the amalgamation.

Transfer from reserve fund

(4) An operating budget or capital budget may provide for the transfer of money from a reserve fund for the purpose for which it was established.

Transfer by bylaw

(5) A council of a municipality may by bylaw provide for the transfer of money from a reserve fund for a purpose other than that for which it was established.

Signing authority

156. (1) Cheques, electronic transfers, agreements, contracts, deeds and other legal or financial instruments shall be signed or authorized by both the mayor and the chief administrative officer of a municipality.

Designate

(2) Subject to subsection (3), the mayor and the chief administrative officer may each, in writing, designate another person to carry out his or her duties under subsection (1).

Delegation of authority

- (3) For greater certainty,
- (a) the mayor shall only delegate the mayor's authority under subsection (1) to another elected member of council; and
 - (b) the chief administrative officer shall only delegate the chief administrative officer's authority under subsection (1) to another employee of the municipality.

Form of signature

(4) A signature required for the purposes of subsection (1) may be printed, lithographed, electronically added or otherwise reproduced if authorized by council.

Authority to chief administrative officer

- (5) Despite subsection (1), a council may by resolution authorize the chief administrative officer alone to sign contracts and agreements if
- (a) the value of the contract or agreement does not exceed \$25,000; and

(b) the chief administrative officer tables a written summary of the nature and value of the contract or agreement at the next meeting of council.

157. (1) A council may direct that the money of the municipality, other than money the municipality holds in trust or money required for payments, be invested in any of the following: Investments

- (a) securities issued or guaranteed by
 - (i) the Government of Canada or an agency of it, or
 - (ii) the government of a province of Canada or an agency of it;
- (b) securities of a municipality in Canada;
- (c) securities issued or guaranteed by a bank, credit union or trust corporation;
- (d) units in pooled funds of any or all of the investments listed in clauses (a) to (c);
- (e) investments prescribed in the regulations.

(2) In this section, “securities” means bonds, debentures, treasury bills, trust certificates, guaranteed investment certificates or receipts, certificates of deposit, deposit receipts, bills, notes and mortgages of real property or leaseholds and rights or interests in respect of a security. Definition,
securities

158. (1) Subject to subsection (3), a council may by bylaw provide for Grants and other
assistance

- (a) the issuing of grants, including grants for service charges and fees;
- (b) the lending of money or guaranteeing the repayment of a loan;
- (c) the selling or leasing of land for nominal consideration or making a grant of land in accordance with section 143;
- (d) the use by any person of land owned or occupied by the municipality on the terms determined by council;
- (e) the use by any person of the services of officers, employees or agents of the municipality on the terms determined by council;
- (f) the selling, leasing or otherwise disposing of at a nominal price, or making a grant of, any personal property of the municipality, or providing for the use of the personal property on the terms determined by council; and
- (g) the making of donations of foodstuffs and merchandise purchased by the municipality for that purpose.

(2) Subject to subsection (3), grants or other assistance provided under a bylaw passed pursuant to subsection (1) may be issued Security for grants

- (a) on any terms and conditions respecting security and other matters that the council considers appropriate;
- (b) to any person, group or body, including a fund, within or outside the boundaries of the municipality; and
- (c) for any purpose that the council considers to be in the interests of the municipality.

- Conditions on loans (3) A council may lend money or guarantee the repayment of a loan only if
- (a) council determines that the loan or guarantee will be used for a purpose that will benefit the municipality;
 - (b) the loan or guarantee is made to a non-profit organization or controlled corporation;
 - (c) the loan or guarantee is specifically authorized by bylaw; and
 - (d) the amount of the loan or guarantee, together with the unpaid principal of any other loan or guarantee, is within the borrowing limits set out in Division 3 of this Part.
- Qualifying criteria (4) A bylaw passed pursuant to subsection (1) shall state
- (a) the criteria to be met in order for any person, institution, association, group, government or other body to apply for and receive a grant, gift, loan of money or municipal property or a guarantee of the repayment of a loan pursuant to subsection (3); and
 - (b) in the case of a loan or a guarantee of the repayment of a loan referred to in subsection (3),
 - (i) the amount of money to be loaned or guaranteed and, in general terms, the purpose for which it is to be used,
 - (ii) the name of the non-profit organization or controlled corporation to which the loan or guarantee is to be made,
 - (iii) where the municipality
 - (A) is lending money, the minimum rate of interest, the term of the loan and the terms of repayment of the loan and the source of the money to be loaned, and
 - (B) is guaranteeing repayment of a loan, the rate of interest of the loan, the terms and conditions of the loan and the terms and conditions of the guarantee.
- Inclusion in capital debt (5) The amount of a loan or a guarantee made by a council pursuant to clause (1)(b) shall be included in the total capital debt of the municipality for the purpose of calculating the borrowing limit for capital expenditures under subsection 164(3).
- Application (6) For greater certainty, this section does not apply to a loan or guarantee that was validly made by a council prior to the coming into force of this section, despite that the loan or guarantee continues in effect after the coming into force of this section.

Division 2 - Raising of Revenue

- Definition **159.** In this Division, “tax rate group” means commercial or non-commercial real property in a municipality that has similar specified attributes, including but not limited to
- (a) access to municipal services not available in other areas of the municipality;

- (b) access to a higher level of municipal services than that available in other areas of the municipality;
- (c) geographic location in the municipality;
- (d) property use; or
- (e) property ownership.

160. (1) Subject to this Act, the *Real Property Assessment Act* R.S.P.E.I. 1988, Cap.R-4, and the *Real Property Tax Act*, a council shall by resolution, after estimating the probable revenue from all sources other than taxes, approve a tax rate or rates applicable to all real property within the jurisdiction and boundaries of the municipality for the purpose of raising revenue sufficient to defray projected municipal expenditures for that year including any deficit carried forward from the previous year, and shall notify the Provincial Tax Commissioner in accordance with the *Real Property Tax Act* respecting the approved tax rate or rates.

Property subject to taxation

(2) A council may by bylaw establish tax rate groups in the municipality for the purposes of subsection (1).

Establishment of tax rate groups

(3) If, at the time a municipality is restructured pursuant to clause 21(1)(b), a municipality or an area of a municipality included in the restructuring has an outstanding capital debt obligation, the council of the restructured municipality may fix a different rate or rates of tax in respect of the land which comprised that former municipality that reflects the cost of servicing the outstanding capital debt.

Restructured municipality

(4) Subsection (3) does not apply in respect of the capital debt of a utility of the former municipality referred to in subsection (3).

Exception

(5) A council shall not approve a change to a tax rate

Prohibition

- (a) to take effect at any time except on January 1 of the year in which the new tax rate applies; or
- (b) to apply for a period of time less than a full calendar year.

(6) Where a municipality is restructured under clause 21(1)(b) or a tax rate group has been established or changed, the council or, where no council has been established, the Minister, shall notify the Provincial Tax Commissioner and send to the Provincial Tax Commissioner any information required by the Provincial Tax Commissioner respecting the change, on or before

Notice to Provincial Tax Commissioner

- (a) September 30 of the preceding calendar year, if the municipality has been restructured; and
- (b) December 31 of the preceding calendar year, if the council has established or changed a tax rate group.

(7) Where a new municipality is created pursuant to clause 21(1)(a), the Minister shall notify the Provincial Tax Commissioner and send to

New municipality

the Provincial Tax Commissioner any information required by the Provincial Tax Commissioner in respect of the new municipality on or before the date that is six months prior to its date of incorporation.

Definitions	161. (1) In this section,
accommodation	(a) “accommodation” means the provision of lodging in a tourism establishment;
operator	(b) “operator” means the operator of a tourism establishment;
purchase price	(c) “purchase price” means the price for which accommodation is purchased, including the price in money, the value of services rendered and other consideration accepted by the operator in return for the accommodation provided, but does not include any sales or other taxes;
tourism accommodation levy	(d) “tourism accommodation levy” means the tourism accommodation levy imposed pursuant to this section;
tourism establishment	(e) “tourism establishment” means a tourism establishment as defined in the <i>Tourism Industry Act</i> R.S.P.E.I. 1988, Cap. T-3.3.
Tourism accommodation levy	(2) A council may, by bylaw, impose a tourism accommodation levy on any person who for a daily charge, fee or remuneration purchases accommodation at a tourism establishment in the municipality.
Rate	(3) The tourism accommodation levy shall be at the rate set by the council.
Imposition of levy	(4) The tourism accommodation levy may be imposed, as the council may determine, on the purchase of accommodation <ul style="list-style-type: none"> (a) at every tourism establishment in the municipality; or (b) at only those classes or types of tourism establishments in the municipality that are specified in the bylaw.
Purpose of levy	(5) The council shall use the tourism accommodation levy imposed and collected pursuant to this section to promote the municipality as a tourist destination.
Grant	(6) Without restricting the generality of subsection (5) and despite any other provision of this Act, the council may pay a portion of the tourism accommodation levy by way of a grant, as the council considers appropriate, to any organization formed to promote the municipality as a tourist destination.
Duties of operator	(7) Where a tourism accommodation levy is imposed, pursuant to this section, on the purchase of accommodation at a tourism establishment in the municipality, the operator of the tourism establishment

- (a) is deemed to be an agent of the municipality for the purpose of collecting the tourism accommodation levy and remitting it to the municipality; and
- (b) shall, in accordance with subsection (8), collect the tourism accommodation levy from the purchaser and remit it to the municipality.

(8) The tourism accommodation levy, whether the accommodation price is stipulated to be payable in cash, on terms, by instalments or otherwise, shall be collected at the time of the purchase on the total amount of the purchase price and shall be remitted to the municipality at the times and in the manner specified in the bylaw. Levy payable at time of purchase

(9) Subject to subsection (10), where an operator collects or should have collected a tourism accommodation levy pursuant to this section but has failed to remit the tourism accommodation levy to the municipality to which it is owed at the times and in the manner established by bylaw, the amount of the unremitted tourism accommodation levy and any accrued interest owed by the operator to the municipality constitutes a lien on the real property that comprises the tourism establishment that has priority over every claim, privilege or encumbrance of every person, except the Crown, against that property until the amount is remitted to the municipality. Unremitted levy

(10) A lien pursuant to subsection (9) is not effective until the council has notified, by registered mail, the operator of the tourism establishment, and the owner of the property that comprises the tourism establishment, if different, as listed on the municipal assessment roll, respecting Notification

- (a) the amount of the unremitted tourism accommodation levy; and
- (b) the time period within which it is required to be remitted to the municipality.

162. (1) In accordance with the provisions of this Act, a council may Other revenues

- (a) by bylaw
 - (i) impose requirements for, establish fees for and establish a process for the collection of fees for business licenses, inspections, parking, recreation and other matters,
 - (ii) impose municipal utility charges under the control of council, and fines and penalties as considered necessary by council; and
- (b) take into revenue deposits and investments, any charges for the operation of a service or municipal utility under the control of council and any other funds the municipality may acquire.

(2) Except as otherwise provided in an agreement entered into by a council with the Government concerning the collection of fines, every fine imposed for a contravention of a provision of this Act or a bylaw is Fines owed to municipality

an amount owing to the municipality in which the contravention occurred.

Refusal to issue license

(3) A municipality may refuse to issue or renew any license or authorization that the municipality is authorized under this or another Act to issue or renew to a person who has failed to pay municipal utility charges, fees, fines or penalties referred to in clause (1)(a), including any interest accruing to any of them.

Unpaid charges, etc.

(4) All unpaid municipal utility charges and accrued interest, or other expenses or costs incurred by a municipality in relation to a property or levied on a property, constitute a lien on the real property in respect of which the service was provided, the expenditure was made or the charge was levied, that has priority over every claim, privilege or encumbrance of every person, except the Crown, against that property until payment in full is made.

Differential fee

163. (1) A municipality may levy a differential fee on any real property

- (a) that had previously been assessed as commercial property pursuant to the *Real Property Assessment Act*;
- (b) that has not been used or occupied as commercial property for a period of at least six months; and
- (c) that is currently assessed as a non-commercial property.

Idem

(2) A differential fee levied by a municipality pursuant to subsection (1) shall

- (a) not be greater than the difference between the commercial and non-commercial rates of taxation applicable to the property on which the fee is levied;
- (b) be charged and collected by the municipality that levies the fee; and
- (c) be in effect only during the period when the property is not used or occupied as commercial property.

Unpaid differential fee

(3) An unpaid differential fee and accrued interest constitutes a lien on the real property in respect of which the differential fee was levied that has priority over every claim, privilege or encumbrance of every person, except the Crown, against that property until payment in full is made.

Division 3 - Debt Restrictions

Borrowing

164. (1) A council may by bylaw authorize the borrowing of money for the purpose of capital expenditures.

Capital project

(2) Subject to the provisions of this Division, a council may by resolution authorize a capital project and the borrowing of money for that capital project.

(3) Except as authorized by the Lieutenant Governor in Council, and subject to subsections (4) and (5), a council shall not borrow money for capital expenditures where the amount borrowed increases the total capital debt of the municipality, including the capital debt of a controlled corporation, to an amount in excess of ten per cent of the current assessed value of real property in the municipality. Restriction

(4) Where money is borrowed for a capital expenditure by a municipality pursuant to this Act, the bylaw that authorizes the borrowing is not rendered invalid by a subsequent reduction in the current assessed value of all real property in the municipality. Reduction in assessed value, effect

(5) Where a contribution agreement has been signed between a municipality and the Government of Prince Edward Island or the Government of Canada, any monies borrowed by a municipality for capital expenditures made pursuant to the agreement shall not be included in calculations to determine the debt limit imposed pursuant to subsection (3) to the extent of the contribution of monies coming from the Government of Prince Edward Island or the Government of Canada, as the case may be, to the municipality. Exception

165. (1) Money borrowed by a council for a capital expenditure shall not be used for any purpose other than that stated in the resolution authorizing the capital project and the borrowing of the money for that capital project. Prohibition

(2) Despite subsection (1), if, on completion of the capital project for which the money was borrowed, there remains an unexpended balance of money, the council may by resolution authorize the balance to be used for another municipal purpose. Unexpended balance

166. (1) A council may by bylaw authorize the borrowing of money on a short-term basis for the purpose of financing operating expenditures. Short term borrowing

(2) Except as authorized by the Lieutenant Governor in Council, the amount borrowed for the purpose of financing operating expenditures shall not exceed 50 per cent of the total estimated revenues of the municipality as set out in the adopted operating budget contained in the financial plan for that fiscal year. Maximum amount

167. (1) The Lieutenant Governor in Council may make regulations respecting the determination of what constitutes capital debt for the purpose of the calculation of the borrowing limit for a municipality under subsection 164(3). Regulations

(2) A regulation made under subsection (1) may deal with anything related to the finances of a municipality, including things related to the finances of a controlled corporation. *Idem*

Borrowing requirements	<p>168. A resolution to borrow money shall include, but is not limited to,</p> <ul style="list-style-type: none"> (a) the amount proposed to be borrowed; (b) a statement that the amount borrowed will not cause the municipality to exceed its debt limit; (c) the purpose for which the expenditure is to be made; (d) the proposed term or terms and amortization of the loan; (e) the estimated rate of interest and commissions or other costs payable on the loan; (f) the method of repayment; and (g) the security, if any, to be given by the municipality for the repayment of the loan.
Procurement bylaw	<p>169. A council shall by bylaw, in accordance with the regulations and any applicable agreements respecting trade or procurement, establish rules and procedures for the purchasing or procurement of goods and services and contracts of construction by the municipality.</p>
Consequences of illegal expenditure	<p>170. (1) Subject to subsection (2), a member of council commits an offence under this Act if the member</p> <ul style="list-style-type: none"> (a) spends, invests or votes to authorize the expenditure or investment of money, the borrowing of money or the guarantee of a loan of money that is contrary to the provisions of this Act; (b) accepts an amount of money not authorized by a bylaw or resolution or by this or another Act, or an amount greater than is authorized; (c) votes to spend money that has been obtained under a borrowing bylaw on something that is not within the purpose for which the money was borrowed, unless the expenditure is authorized under subsection 165(2); or (d) votes to spend money that has been obtained under a grant for a purpose that is not within the purpose for which the grant was given.
Exception	<p>(2) A member of council does not commit an offence under subsection (1) if</p> <ul style="list-style-type: none"> (a) before acting as specified in subsection (1), the member received an opinion in writing from the chief administrative officer of the municipality, or a lawyer retained by the municipality, that the member's proposed action was not contrary to this Act; or (b) the member establishes to the satisfaction of council that the member was acting in good faith.
Liability	<p>(3) In addition to any other penalty to which a council member may be liable for an offence committed under subsection (1), that council member is liable to the municipality for the amount spent, invested, borrowed, guaranteed or paid.</p>

(4) If more than one member of council commits an offence under subsection (1), those members are jointly and severally liable to the municipality for the amount spent, invested, borrowed, guaranteed or paid. Joint and several liability

(5) The liability specified in subsections (3) and (4) may be enforced by an action by Enforcement

- (a) the municipality;
- (b) a voter or taxpayer of the municipality; or
- (c) a creditor in respect of a borrowing made by the municipality.

Division 4 - Financial Statements and Auditor

171. (1) A council shall in each fiscal year prepare, in accordance with the regulations and the Canadian accounting standards for the public sector recommended from time to time by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, annual financial statements of the municipality for the immediately preceding fiscal year ending March 31. Financial statements

(2) For the period from January 1, 2017, to March 31, 2019, a council shall prepare Exception

- (a) a financial statement covering the fiscal year from January 1, 2017, to December 31, 2017; and
- (b) a financial statement covering the fiscal year from January 1, 2018, to March 31, 2019.

172. (1) A council shall appoint as auditor one or more persons who are, or an accounting firm or professional accounting corporation that is, licensed to practise public accounting or provide the services of a public accountant, to conduct an annual audit of the finances of the municipality. Auditor

(2) A council shall not appoint as auditor a person who Restrictions on appointment

- (a) is currently or has been a member of council within the immediately preceding five years;
- (b) is currently or, within the preceding fiscal year, was an employee of the municipality or a controlled corporation; or
- (c) currently has or, within the preceding fiscal year, had, directly or indirectly, any share or interest in any contract with or on behalf of the municipality or a controlled corporation, other than for services in the person's professional capacity.

(3) Subsection (1) applies to a municipality continued under this Act that has projected annual budgeted expenditures of less than \$50,000 for the fiscal year commencing April 1, 2020 and thereafter. Exception

Application	<p>(4) For the period commencing on the date this section comes into force and ending on March 31, 2020, a municipality referred to in subsection (3) is deemed to have complied with the requirements of subsection (1) if the council appoints an auditor to undertake an annual review engagement of the financial statements of the municipality prepared under subsection 171(1).</p>
Failure of municipality to appoint auditor	<p>173. (1) Where a council fails or refuses to appoint an auditor, the Minister may, subject to subsection 172(2), appoint an auditor for the purpose of this Division.</p>
Remuneration	<p>(2) The Minister may set the remuneration to be paid by the municipality to an auditor appointed under this section.</p>
Duties of auditor	<p>174. (1) The auditor shall submit a report to the chief administrative officer on or before June 30 immediately following the fiscal year for which the audit is prepared</p> <ul style="list-style-type: none"> (a) identifying the financial statements audited; (b) outlining the scope of the audit and stating whether the audit was conducted in accordance with generally accepted accounting principles for the public sector recommended from time to time by the Chartered Professional Accountants of Canada; (c) expressing the auditor's professional opinion as to whether <ul style="list-style-type: none"> (i) the municipality's financial statements fairly represent the financial position of the municipality as at the end of the fiscal year and the results of its operations for the fiscal year, and (ii) the financial statements were prepared in accordance with the generally accepted accounting principles for the public sector recommended from time to time by the Chartered Professional Accountants of Canada.
Review engagement	<p>(2) Where an auditor undertakes a review engagement for a council of a municipality pursuant to subsection 172(4), the auditor shall submit a report to the chief administrative officer on or before June 30 immediately following the fiscal year for which the review engagement is prepared</p> <ul style="list-style-type: none"> (a) identifying the financial statements reviewed; (b) outlining the scope of the review engagement and stating whether the review engagement was conducted in accordance with generally accepted accounting principles for the public sector recommended from time to time by the Chartered Professional Accountants of Canada; (c) expressing the auditor's professional conclusion as to whether <ul style="list-style-type: none"> (i) the municipality's financial statements fairly represent the financial position of the municipality as at the end of the fiscal year and the results of its operations for the fiscal year, and

(ii) the financial statements were prepared in accordance with the generally accepted accounting principles for the public sector recommended from time to time by the Chartered Professional Accountants of Canada.

(3) Where, during any audit or review engagement conducted under this Division, the auditor finds that any disbursement, expenditure, liability, irregularity or other transaction or dealing with the assets, liabilities, accounts, funds and financial obligations of the municipality or other administrative body of the municipality or controlled corporation occurred without proper authority under this Act, or under any bylaw or resolution of the municipality, the auditor shall report that finding separately to the council and the Minister. Report

(4) In addition to the auditor's report prepared in accordance with subsection (1), (2) or (3), the Minister or the council may, at any time, require any further examinations and reports from the auditor that the Minister or the council consider necessary or advisable. Further reports

(5) This section applies with any necessary changes to further examinations and reports referred to in subsection (4). Application

(6) If, after a review of the auditor's report, council concludes that immediate action is required in respect of a matter, the council shall Action on report

- (a) take any action it considers necessary or advisable to address the matter; and
- (b) advise the Minister of the matter and the action it has taken or proposes to take.

(7) If the council takes no action or the action that is taken or proposed under subsection (6) is not satisfactory to the Minister, the Minister may take the action that, in the Minister's opinion, best protects the interests of the municipality, and the municipality shall pay any cost incurred in taking the action. Minister's authority

175. (1) The chief administrative officer shall, not later than July 15 in each year, Copies to council and Minister

- (a) provide to council, in respect of the preceding fiscal year,
 - (i) a copy of the audited financial statements, and
 - (ii) the auditor's report; and
- (b) provide to the Minister
 - (i) a copy of the audited financial statements in respect of the preceding fiscal year together with the auditor's report,
 - (ii) any other information provided with the auditor's report,
 - (iii) a financial information return, in the form approved by the Minister, respecting the financial affairs of the municipality for the preceding year, and

(iv) any other information in respect of the municipality's financial situation the Minister may require.

Idem

(2) Where an auditor has undertaken a review engagement for a council of a municipality pursuant to subsection 172(4), the chief administrative officer shall, not later than July 15 in each year,

- (a) provide to council, in respect of the preceding fiscal year,
 - (i) a copy of the financial statements reviewed, and
 - (ii) the auditor's report; and
- (b) provide to the Minister
 - (i) a copy of the financial statements reviewed in respect of the preceding fiscal year together with the auditor's report,
 - (ii) any other information provided with the auditor's report,
 - (iii) a financial information return, in the form approved by the Minister, respecting the financial affairs of the municipality for the preceding fiscal year, and
 - (iv) any other information in respect of the municipality's financial situation the Minister may require.

Auditor's access to information

176. (1) The auditor is entitled, at all reasonable times and for any purpose related to an audit or review engagement, access to all records, documents, instruments, accounts, vouchers and other components of the financial reporting system of the municipality or of any other body handling matters for the municipality or funds of the municipality.

Provision of information, etc.

(2) The following persons shall provide to the auditor any information, reports or explanations the auditor considers necessary:

- (a) members of council;
- (b) the chief administrative officer;
- (c) an employee or agent of, or a consultant to, the municipality;
- (d) a member of the board of a controlled corporation;
- (e) an employee or agent of, or a consultant to, a controlled corporation.

Restrictions on disclosure

(3) An auditor who receives information, reports or explanations from a person whose right to disclose the information, reports or explanations is restricted by law holds the information, reports or explanations under the same restrictions respecting disclosure that govern the person from whom the information, reports or explanations were received.

Privilege unaffected

(4) The provision of information, reports or explanations to an auditor by a person referred to in subsection (2) in accordance with this section is not and shall not be construed to be a waiver of any solicitor-client privilege that attaches to the information, reports or explanations.

177. (1) A council shall, no later than July 31, give public notice that the auditor's report and the financial statements are available for inspection by any person at the municipal office during regular business hours.

Notice of financial statements and auditor's report

(2) Copies of the auditor's report and the financial statements shall be provided to any person on payment to the municipality of a reasonable fee established by council.

Copies

PART 7 - MUNICIPAL JURISDICTION

Division 1 - Application

178. A bylaw made by a council applies only within the boundaries of the municipality unless a provision of this Act, the *Water and Sewerage Act* or the *Planning Act* provides otherwise.

Geographic application of bylaw

179. The power given to a council under this Act to pass bylaws and provide services is intended to

Interpretation

(a) give broad authority to the council and to respect its right to govern the municipality as it considers appropriate, within the jurisdiction given to it under this Act; and

(b) enable the council to respond to present and future issues in the municipality.

Division 2 - Areas of General Jurisdiction

180. A council may pass bylaws and provide services for municipal purposes respecting

General jurisdiction to pass bylaws and provide services

(a) the safety, health and welfare of people and the protection of persons and property;

(b) municipal utilities, public utilities, facilities, works and improvements on private and public land;

(c) businesses, business activities and persons engaged in business, including but not limited to the regulation and prohibition of business and business activities;

(d) with the exception of land owned by the Government of Prince Edward Island or the Government of Canada or land reserved for the use of a Prince Edward Island First Nation Band, the acquisition of land and improvements by expropriation for municipal purposes, subject to Division 4 of this Part;

(e) the municipality's acquisition, sale, management, mortgaging, construction, leasing or renting or any other dealings with real property or any interest in real property including land, buildings, easements or other interests;

- (f) people, activities and things in, on or near a public place or place that is open to the public;
- (g) the construction, demolition, removal or alteration of any building or other structure, including signage, subject to the *Planning Act* R.S.P.E.I. 1988, Cap. P-8, the *Provincial Building Code Act* R.S.P.E.I. 1988, Cap. P-24, the *Highway Signage Act* R.S.P.E.I. 1988, Cap. H-4.1, and any other building standards, codes and regulations adopted or established by the Government;
- (h) subject to the *Highway Traffic Act* R.S.P.E.I. 1988, Cap. H-5, transport and transportation systems, carriers of persons or personal property, including taxi drivers, taxi vehicles and taxi businesses, and other forms of public transport;
- (i) nuisances, loitering, dangerous or unsightly property, noise, pollution and waste in or on public or private property;
- (j) subject to the *Cemeteries Act* R.S.P.E.I. 1988, Cap. C-2, the establishment, operation and decommissioning of cemeteries;
- (k) subject to the *Environmental Protection Act* R.S.P.E.I. 1988, Cap. E-9, the *Pesticides Control Act* R.S.P.E.I. 1988, Cap. P-4, and any other applicable enactment, vegetation and activities in relation to vegetation, including but not limited to tree preservation and protection and the development and implementation of maintenance standards for trees and other vegetation;
- (l) subject to the *Pesticides Control Act*, the control, health and safety of, and protection from, wild and domestic animals, including insects and birds;
- (m) subject to the *Environmental Protection Act*, protection of the natural environment;
- (n) the regulation of the discharge of firearms;
- (o) parks and recreation;
- (p) pension and benefit plans;
- (q) community and, in co-operation with neighbouring municipalities or provincial organizations, regional development;
- (r) libraries;
- (s) the regulation of real property maintenance and the protection of heritage property;
- (t) the enforcement of bylaws; and
- (u) subject to the *Police Act*, and with the approval of the Attorney General, police services.

Regulating use of streets

181. (1) Subject to the *Highway Traffic Act* and the *Off-Highway Vehicle Act* R.S.P.E.I. 1988, Cap. O-3, the councils of the City of Charlottetown and the City of Summerside, and any municipality that has been designated under the *Highway Traffic Act* as a traffic authority, may by bylaw regulate the use of motor vehicles or other vehicles, on or off streets, and traffic, parking and pedestrians.

(2) Subject to the *Roads Act*, a municipality may provide for

- (a) the construction, management and control of streets owned by the municipality, including but not limited to temporary and permanent opening and closing of those streets and the control of ingress and egress over and to those streets;
- (b) the construction, and management of sidewalks, boulevards and all real property adjacent to any street, whether publicly or privately owned;
- (c) the naming of streets owned by the municipality; and
- (d) lighting of streets.

Management and control of streets, etc.

182. Subject to this Act and the *Planning Act*, and without restricting the operation of sections 180 and 181, a council may, in a bylaw passed pursuant to this Act or the *Planning Act*,

Exercising bylaw making power

- (a) regulate, control or prohibit any activity over which it has jurisdiction to make a bylaw;
- (b) deal with any development, activity, industry, business or thing in different ways, divide each of them into classes, distinguish between the classes and deal with each class in different ways; and
- (c) provide for a system of licenses, inspections, permits or approvals, including any or all of the following:
 - (i) establishing fees for the activity authorized or for the purpose of raising revenue,
 - (ii) establishing fees that are higher for persons or businesses who do not reside or maintain a place of business in the municipality,
 - (iii) prohibiting any development, activity, industry, business or thing until a license, permit or approval has been granted or an inspection has been performed,
 - (iv) providing that terms and conditions may be imposed on any license, permit or approval, the nature of the terms and conditions, and who may impose them,
 - (v) setting out the conditions that shall be met before a license, permit or approval is granted or renewed, the nature of the conditions and who may impose them,
 - (vi) providing for the duration of licenses, permits and approvals and their suspension or cancellation for failure to comply with a term or condition or the bylaw or for any other reason specified in the bylaw, and
 - (vii) authorizing the undertaking of remedial action, and the charging and collecting of the costs of remedial action, for failure to pay a fee or to comply with a term or condition or the bylaw or for any other reason specified in the bylaw.

Division 3 - Water and Sewerage Utilities

Public utility	183. (1) Where a council provides or proposes to provide a public utility pursuant to clause 180(b), the council shall establish its public utility as a department of the municipality or a controlled corporation and specify the functions of the public utility.
<i>Idem</i>	(2) A council referred to in subsection (1) shall by bylaw authorize the construction, management, maintenance and operation of the public utility in accordance with the <i>Water and Sewerage Act</i> R.S.P.E.I. 1988, Cap. W-2.
Contents of bylaw	(3) A council referred to in subsection (1) that establishes its public utility as a controlled corporation shall by bylaw <ul style="list-style-type: none"> (a) specify the name, composition and functions of the controlled corporation; (b) require the controlled corporation to maintain separate financial accounts and to prepare an annual financial statement to be submitted to council; and (c) require the controlled corporation to prepare annually on or before March 31 a financial plan to be submitted to council which shall contain, at a minimum, <ul style="list-style-type: none"> (i) an operating budget that includes estimates of revenues and expenditures, (ii) a capital budget, and (iii) on and after March 31, 2019, a five-year capital expenditure program that includes an asset management program.
Accounts of department	(4) A council referred to in subsection (1) that establishes its public utility as a municipal department shall maintain separate financial accounts for the public utility.
Rates or frontage charges	184. (1) A council shall by bylaw levy rates or frontage charges in respect of real property for the services of its public utility that are sufficient to cover the costs of providing the services of the public utility in accordance with the <i>Water and Sewerage Act</i> .
Maximum frontage charge	(2) Where rates are levied by a council for water or sewerage services by means of frontage charges, the maximum frontage of any parcel of land in respect of which rates may be levied is five hundred feet if the parcel qualifies for a farm assessment under the <i>Real Property Assessment Act</i> .
Both rates and charges	(3) For greater certainty, a council may levy both rates and frontage charges under subsection (1) in respect of the same real property.
Appeal to Commission	(4) A complaint in respect of the terms and standards of service, rates, charges or schedules, or any combination of them, of a public utility

established under this Part, is subject to appeal to the Commission under the *Water and Sewerage Act* in accordance with that Act.

185. For the purposes of this Act, unless a council, by bylaw, provides otherwise, where sewer or water mains run along the land of any person, that person is deemed to receive those services despite the fact that the sewer or water mains are not physically connected by lateral lines to any residence, building or other structure located on the land of that person. Service deemed to be received

186. (1) Rates or frontage charges under section 184 that are overdue and unpaid, and any interest accrued, constitute a lien on the real property on which they are levied until payment in full is made. Lien

(2) The lien referred to in subsection (1) has priority over every claim, privilege or encumbrance against the property of every person, except the Crown, and may be enforced on application to the Supreme Court for an order for the sale of the property. Priority

187. All overdue and unpaid rates and frontage charges bear interest from the due date at the rate prescribed for real property tax pursuant to the *Real Property Tax Act* R.S.P.E.I. 1988, Cap. R-5. Interest

Division 4 - Expropriation

188. (1) A council may, in accordance with the provisions of this Part, expropriate any land, or any interest in land, in the municipality, except land or an interest in land that is owned by the Government of Canada or the Government of Prince Edward Island or reserved for a First Nations Band, that it considers expedient for a public work or other public purpose. Expropriation

(2) A council may, in accordance with the provisions of this Part, expropriate any land, or any interest in land, outside the boundaries of the municipality, except land or an interest in land that is owned by the Government of Canada, the Government of Prince Edward Island, or another municipality, or land reserved for a First Nations Band, for use by a municipal utility or public utility as defined in this Act. *Idem*

189. (1) Prior to expropriating land or an interest in land, a council shall, at a regular public meeting, pass a resolution giving notice of the council's intention to expropriate the land or interest in land, that includes Notice of intention to expropriate

- (a) a general description of the land;
 - (b) the nature of the interest intended to be expropriated;
 - (c) an indication of the public work, public purpose or use by a municipal utility or public utility for which the interest is required;
- and

(d) a statement that the interest shall be expropriated by the municipality on the registration and filing in the appropriate office of the Registrar of Deeds of a legal description and survey plan of the lands.

Requirements

(2) A council may expropriate land or an interest in land only
 (a) pursuant to a resolution considered and voted on at a regular public meeting of council following the meeting referred to in subsection (1); and
 (b) where at least two-thirds of the council members present vote in favour of the expropriation.

Notice of public meetings

(3) A council shall ensure that notice of both public meetings is provided by registered mail to the owner of the land or interest in land to be expropriated.

Copy of resolution delivered to owner

(4) Where a council passes a resolution to expropriate in accordance with subsection (2), the council shall give notice to the owner of the land, and any person known to council to have an interest in the land, by serving on him or her a certified copy of the resolution as passed.

“owner” defined

(5) In this Division, “owner” means an owner as defined in the *Expropriation Act* R.S.P.E.I. 1988, Cap. E-13.

Power of entry to survey land

190. Where a council passes a resolution under subsection 189(1) giving notice of its intention to expropriate land or an interest in land, the council may authorize a land surveyor licensed under the *Land Surveyors Act* R.S.P.E.I. 1988, Cap. L-3.1, and any person working under that person’s authority, to enter on the land proposed to be expropriated in order to survey the land and prepare a plan and legal description of it.

Filing in registry

191. (1) A council that has complied with the requirements of section 189 shall ensure that a certified copy of the resolution referred to in subsection 189(2) and the survey plan and legal description of the land, signed by a licensed land surveyor, the mayor and the chief administrative officer, sealed with the corporate seal of the municipality, are filed and registered in the appropriate office of the Registrar of Deeds and, on the filing and registration of the resolution, plan and description, the land or interest in land becomes vested in the municipality for the purposes set out in the resolution.

Correction of document

(2) Where a resolution, survey plan or legal description registered pursuant to this section contains any omission, misstatement or erroneous description, a corrected resolution, survey plan or legal description may be registered, and on registration, the corrected document shall be deemed to take effect on and from the date of registration of the original document.

(3) A resolution registered under this section is not invalid by reason only that it does not specify the nature of the interest intended to be expropriated.

Resolution not
invalid

(4) Where a resolution registered under this section does not specify the nature of the interest intended to be expropriated, the interest intended to be expropriated includes all the interest in the land to which the resolution relates.

Nature of interest

192. Any land or interest in land that has been expropriated in accordance with the provisions of this Part and has become vested in a municipality pursuant to the operation of section 191, may be conveyed, leased, assigned or otherwise legally transferred by the municipality to any other person in order to better effect the intended purpose of the expropriation.

Conveyance of
expropriated
interest

193. Where a council has expropriated land or an interest in land, the council may remove and dispose of all buildings, structures or erections of all types on the land subject to the expropriation, and the proceeds of their disposal shall belong to the municipality.

Buildings etc.

194. (1) Where a council fails to arrive at an agreement with the owner of any expropriated land or any person known to council to have an interest in the land as to the compensation to be paid by the municipality, the council shall, by resolution, determine what amount the municipality considers it should pay for the land.

Compensation

(2) Where council has passed a resolution pursuant to subsection (1), it shall ensure that the chief administrative officer sends by registered mail a certified copy of the resolution to the owner or other person interested in the land whose names and addresses are known to the chief administrative officer, offering the amount stated in the resolution as compensation for the interest expropriated.

Delivery of offer

195. The Supreme Court, on an application by the municipality or the owner or other interested person, shall determine the amount of the compensation, the persons to whom the compensation shall be payable and the allotment and disposal of the compensation among the persons found to be entitled to it, where

Resolution of
disputes

(a) the owner or any person known to council to have an interest in the land fails or refuses to accept the sum offered, in accordance with section 194, within twenty days of the receipt of the offer;

(b) the owner or any person known to have an interest in the land is for any reason incapable in law of entering into an agreement regarding compensation money or executing the proper discharge for it; or

(c) any doubt or dispute exists or arises as to the ownership of the land or as to the apportionment of the compensation money among the persons interested or having or asserting any claim or interest in it.

Application to Supreme Court

196. (1) A municipality shall provide, on any application to the Supreme Court for the purposes of section 195,

(a) a certified copy of the resolution of the council for the expropriation of the land or interest in land and the date on which it was passed, together with the legal description of the land, the survey plan and the date on which the resolution, survey plan and legal description were filed and registered in the office of the Registrar of Deeds;

(b) the names of the persons who at either date referred to in clause (a) had any estate or interest in the land, the particulars of the estate or interest and any charge, lien or encumbrances to which it was subject, so far as is known to the council;

(c) a certified copy of the resolution indicating the amount of compensation which the municipality is offering to pay for the land and the date on which it was passed; and

(d) the affidavits of the mayor and chief administrative officer setting out any other facts material to the determination of the question involved in the proceeding known to them.

Notice

(2) The municipality or the owner or other interested person making the application referred to in subsection (1) shall give adequate notice of the application to all other interested persons, in accordance with the Rules of Civil Procedure.

Powers of court

197. On hearing the application, the court may

(a) make any findings and determinations it considers necessary respecting

(i) the entitlement of any person to compensation, and

(ii) the amount of proper compensation to be paid for the expropriated land or interest in the land; and

(b) allot the compensation among those persons entitled to it.

Municipality takes free of claims and interests

198. On the final disposition by the Supreme Court of an application under section 195, the municipality shall be free and discharged from all claims, interests, rents, charges, annuities, liens, judgments, mortgages or any other encumbrance on the land or property or other debts or claims in respect of the land or property.

Abandonment of expropriation by resolution

199. (1) Where, at any time before any compensation is paid in respect of expropriated land or an interest in land, a council determines that the land or interest in land is no longer required by the municipality, it may by resolution abandon the land or interest expropriated by filing a

certified copy of the resolution in the appropriate office of the Registrar of Deeds and when the resolution is filed the abandoned land or interest in land shall vest in and revert to the respective owners of the land or interest in land at the time of expropriation.

(2) On passage of the resolution referred to in subsection (1), the council shall ensure that a certified copy of the resolution as passed is delivered by registered mail to the owner or any person known to council to have an interest in the land at the time of expropriation.

Delivery to owner

(3) Where any building, structure or other erection has been removed from the land or otherwise disposed of by the municipality and the expropriation is abandoned by the council, the council shall indemnify the owner or any person known to council to have an estate or interest in the land at the time of expropriation for the removal or disposal, or both, as the case may be.

Indemnification

Division 5 - Local Improvements

200. (1) A council may undertake any local improvement it considers necessary for the benefit of all or part of its municipality.

Local improvements

(2) A local improvement is a work that a council considers to be of greater benefit to an area of the municipality than to the whole municipality, and may include, but is not limited to,

Works that may be local improvements

- (a) a local capital project undertaken by a municipality; and
- (b) connections to real property for sewer, drainage and water mains provided by a municipality.

201. A council may by bylaw

Proposed local improvements

- (a) authorize a local improvement;
- (b) identify which parcels of land will benefit from a local improvement;
- (c) specify how to determine
 - (i) the total cost of a local improvement, including associated operating and maintenance costs, and
 - (ii) the total cost or a proportion of that cost that is to be levied against each parcel of land that will benefit from the local improvement;
- (d) establish the local improvement charge or fee to be charged against each parcel of land that will benefit over the probable life of the local improvement;
- (e) levy the total cost or a proportion of the cost of a local improvement against the parcels of land that will benefit from the local improvement and provide the means for assessment, collection and payment of the cost; and
- (f) authorize carrying out the local improvement.

Notice of local improvement	<p>202. (1) The chief administrative officer shall send to all the affected property owners who will be liable to pay the cost of the proposed local improvement a written notice that includes</p> <ul style="list-style-type: none"> (a) a summary of the details of the local improvement including the costs, as specified in the bylaw under clause 201(c); and (b) the procedure to be followed to object to the local improvement.
Deemed receipt	<p>(2) A notice sent for the purposes of subsection (1) is deemed to have been received ten days after the date on which it was sent.</p>
Objection to local improvement	<p>(3) An affected property owner who wishes to object to the local improvement may file a written objection with the chief administrative officer within 30 days of deemed receipt of the notice sent under subsection (1).</p>
Objections counted	<p>(4) At the end of the 30-day period referred to in subsection (3), the chief administrative officer shall count any objections received.</p>
Hearing	<p>203. Where the municipality receives one or more objections to a proposed local improvement within the time period referred to in subsection 202(3), the council shall set a time for a public hearing regarding the proposed local improvement and provide written notice to the affected property owners of the proposed local improvement in the manner decided by council.</p>
Decision of council	<p>204. After a council completes a public hearing required under section 203, the council may</p> <ul style="list-style-type: none"> (a) proceed with the local improvement as proposed or with modifications; or (b) rescind the bylaw made under section 201 and not proceed with the proposed local improvement.
Lien	<p>205. (1) Local improvement charges or fees levied pursuant to a bylaw made under section 201 that are overdue and unpaid, and any interest accrued, shall constitute a lien on the real property on which they are levied until payment in full is made.</p>
Priority	<p>(2) The lien referred to in subsection (1) has priority over every claim, privilege or encumbrance against the property of every person, except the Crown.</p>

Division 6 - Services

"Service" defined	<p>206. (1) In this Division, "service" includes a program or initiative of a council.</p>
Ancillary product may be provided	<p>(2) Where a council is authorized to provide a service in the municipality, the council may, if it determines that it is in the best</p>

interests of the municipality to do so, make available to the residents of the municipality a product which is ancillary to or compatible with the service provided.

(3) Council may authorize the municipality to charge a fee for a product that it has directed or authorized the municipality to provide under subsection (2). Revenue generation

207. A council that provides a service or a product that is ancillary to or compatible with a service provided to property owners in the municipality may by bylaw offer a program to advance funds in relation to the product or service, subject to the following criteria: Funds may be advanced

- (a) only an improved property owned by a taxpayer is eligible;
- (b) the amount borrowed by a taxpayer in respect of each property shall not exceed twenty-five per cent of the assessed value of the property as determined under the *Real Property Assessment Act*, less any local improvement charge or fee payable by the taxpayer in respect of the property;
- (c) the taxpayer shall comply with or satisfy any other criteria specified in the bylaw, including but not limited to the payment of outstanding liens or other debts owed by the taxpayer to the municipality; and
- (d) funds advanced in respect of real property of a taxpayer, if not repaid as required in the bylaw, constitute a lien against the real property of the taxpayer until paid in full.

Division 7 - Streets

208. (1) All streets located within the boundaries of the City of Charlottetown or the City of Summerside are vested in that city, as the case may be, and the council of that city has jurisdiction, management and control of them. Title to streets in city

(2) A municipality has responsibility for the management and maintenance of all streets owned by it within the boundaries of the municipality. Management and maintenance

209. (1) The council of a city referred to in subsection 208(1) has supervision and general control over the laying out, opening, altering, building, improving, maintenance and repair of all streets in the city. Supervision, control of streets

(2) The council of a municipality referred to in subsection 208(2) has supervision and general control over the laying out, opening, altering, building, improving, maintenance and repair of streets owned by it in the municipality. *Idem*

Prohibition	<p>(3) No person shall, without the approval of the council of a city referred to in subsection 208(1) or a municipality referred to in subsection 208(2),</p> <p style="padding-left: 20px;">(a) open or authorize the opening of any street in the city or municipality, as the case may be; or</p> <p style="padding-left: 20px;">(b) permit the interconnection of a street or proposed street with another street in the city or municipality, as the case may be.</p>
Condition	<p>(4) Prior to granting approval for the opening or interconnection of a street under subsection (3), a council referred to in that subsection shall ensure that all costs associated with the opening or interconnection have been or will be paid by the person who is requesting the opening or interconnection.</p>
Agreement	<p>(5) The council of a city or municipality referred to in subsection (3) may</p> <p style="padding-left: 20px;">(a) enter into agreements with a person respecting the construction of streets and the payment of costs related to the construction; and</p> <p style="padding-left: 20px;">(b) attach any conditions to its approval of construction that it considers appropriate, including a condition requiring conveyance of the street to the city or municipality, as the case may be.</p>
Access	<p>(6) Where access to a street has been requested by a person, and the cost of the work has been determined and notice given to the person before the work is undertaken, the council of a city or municipality referred to in subsection (3) may impose the costs associated with the construction, improvement or intensification of use on and collect them from the person who has requested the access.</p>
Obstruction and encroachment	<p>210. (1) No person shall cause an obstruction or make an encroachment on a street, or obstruct or encroach on a sanitary or storm sewer, drain, ditch, watercourse or public easement on or leading to, from or across a street in a municipality.</p>
Removal	<p>(2) The council of a municipality may remove an obstruction or remedy an encroachment referred to in subsection (1) at the expense of the person who caused or is responsible for the continuation of the obstruction or encroachment.</p>
Responsibility for works	<p>211. (1) Subject to the <i>Roads Act</i>, where a highway subject to the jurisdiction, management and control of the Minister responsible for that Act is situated in a municipality, the municipality is responsible for maintaining and repairing sidewalks, poles, sewers, waterworks or other similar municipal works constructed by or under the authority of the municipality on, over or under the highway.</p>

(2) Subject to this Act, a municipality is liable to any person for any damages arising as a result of the works or structures specified in subsection (1).

Liability for damages

212. The council of a municipality that owns the streets in the municipality may open land that it owns for public use as a street by registering at the appropriate office of the Registrar of Deeds a plan that designates the land as a street.

Opening a street

213. (1) Subject to subsection (3), the council of the City of Charlottetown or the City of Summerside may by bylaw permanently close a street in that city.

Permanent closing of street in city

(2) Subject to subsection (3), the council of a municipality that owns a street within the municipality may by bylaw permanently close the street.

Idem

(3) A council that proposes to permanently close a street in the municipality shall give public notice and hold a public hearing respecting the closure before final passage of a bylaw in respect of the proposed closure.

Notice and hearing

(4) Following the hearing referred to in subsection (3), a council may pass the bylaw to permanently close the street in the municipality and register a plan that shows the closure at the appropriate office of the Registrar of Deeds.

Closure

PART 8 - POWERS OF THE MINISTER

214. (1) The Minister may appoint a person as an auditor to audit the accounts of a municipality, a committee or other body established by a council or a controlled corporation

Financial audit

- (a) at any time when the Minister considers the audit to be necessary;
- (b) on the request of the council; or
- (c) where the Minister receives a petition requesting an audit that is signed by at least
 - (i) 2,000 electors or 30 per cent of the electors listed in the list of electors for the municipality compiled under the *Election Act* within the three years immediately preceding the date of the petition, whichever is less, or
 - (ii) if no list of electors for the municipality has been prepared in the three years immediately preceding the date of the petition, 15 per cent of the total population of the municipality.

(2) An auditor may require the attendance of any officer of the municipality or any other person whose attendance the auditor considers necessary during the course of the audit.

Authority of auditor

Access to information	(3) The auditor is entitled to access to the information specified in subsection 176(1) and subsection 176(2) applies to an audit by an auditor under this section.
Privilege unaffected	(4) An auditor who receives information from a person whose right to disclose that information is restricted by law holds that information under the same restrictions respecting disclosure that govern the person from whom the information was obtained.
Municipal liability for costs	(5) Where an auditor has been appointed under subsection (1) for a municipality, a controlled corporation or a committee or other body of a council or a controlled corporation, the municipality is liable to the Minister for the costs of the audit, as determined by the Minister.
Report of auditor	(6) An auditor appointed under subsection (1) shall prepare a report that meets the requirements of subsection 174(1) and shall deliver the report to <ul style="list-style-type: none"> (a) the Minister; (b) the council; (c) the committee or other body established by the council or the controlled corporation that has been audited; and (d) the public, in the form and manner directed by the Minister.
Report of irregularity, etc.	215. Where the auditor finds that any disbursement, expenditure, liability, irregularity or other transaction or dealing with the assets, liabilities, accounts, funds and financial obligations of the municipality or other administrative body of the municipality occurred without proper authority under this Act, or under any bylaw or resolution of the municipality, the auditor shall report that finding separately to the Minister.
Inspection	216. (1) The Minister may require any matter connected with the management, administration or operation of a municipality, a controlled corporation or a committee or other body established by a council or a controlled corporation to be inspected <ul style="list-style-type: none"> (a) at any time when the Minister considers the inspection to be necessary; (b) on the request of the council; or (c) where the Minister receives a petition requesting an inspection that is signed by at least <ul style="list-style-type: none"> (i) 2,000 electors or 30 per cent of the electors listed in the list of electors for the municipality compiled under the <i>Election Act</i> as of the date of the petition, whichever is less, or (ii) if no list of electors for the municipality has been prepared in the last three years, 15 per cent of the total population of the municipality.

(2) The Minister may appoint a person as an inspector for the purposes of carrying out an inspection pursuant to this section. Appointment

(3) The municipality is liable to the Minister for the costs of an inspection, as determined by the Minister. Costs

(4) An inspector may require the attendance of an officer of the municipality or of any other person whose attendance the inspector considers necessary for the purposes of the inspection. Authority of inspector

(5) When required to do so by an inspector, the chief administrative officer, the chairperson of a committee or other body established by a council, the administrative officer of a controlled corporation or chairperson of a committee or other body established by a controlled corporation that is being inspected shall produce for examination and inspection all records of the municipality, committee, other body or controlled corporation. Production of records

(6) After the completion of an inspection, the inspector shall report the results to Report of inspector

(a) the Minister;

(b) the council;

(c) if the inspection is with respect to a committee or other body established by the council, the committee or other body; and

(d) if the inspection is with respect to a controlled corporation or a committee or other body established by the controlled corporation, the controlled corporation or the committee or other body, as the case may be.

(7) The report provided pursuant to subsection (6), and any information contained in the report, may be disclosed to the public only Disclosure

(a) by the Minister, in the form and manner the Minister considers appropriate; or

(b) the council, with the written approval of the Minister.

217. (1) The Minister may, at any time when the Minister considers it necessary, or on the request of the council of a municipality, order an inquiry Inquiry into any or all of the following matters:

(a) the affairs of the municipality, a controlled corporation or a committee or other body established by the council or controlled corporation;

(b) the conduct of

(i) a member of council,

(ii) an employee, other than a police officer, or an agent of the municipality,

(iii) a member of a committee or other body established by the council, or

(iv) a member of a board or an employee of a controlled corporation.

Appointment (2) The Minister may appoint a person to conduct the inquiry, and shall determine the person's remuneration and expenses.

Municipal liability for costs (3) The municipality is liable to the Minister for the costs of an inquiry, including the remuneration and expenses of the person conducting the inquiry, as determined by the Minister.

Powers (4) A person appointed to conduct an inquiry under this section has the same powers conferred on a commissioner by *Public Inquiries Act* R.S.P.E.I 1988, Cap. P-31.

Report (5) The person appointed to conduct an inquiry shall report the results to

- (a) the Minister;
- (b) the council;
- (c) if the inquiry is with respect to a committee or other body established by the council, the committee or other body;
- (d) if the inquiry is with respect to a controlled corporation, the board of directors of the controlled corporation; and
- (e) if the inquiry is with respect to a committee or other body established by a controlled corporation, the committee or other body.

Disclosure (6) The report provided pursuant to subsection (5), or any information contained in the report, may be disclosed to the public only

- (a) by the Minister, in the form and manner the Minister considers appropriate; or
- (b) by the council, with the written approval of the Minister.

Bank accounts **218.** On the request of the Minister, a bank, an agency of a bank or any other financial institution carrying on business in Prince Edward Island shall furnish the Minister with a statement showing

- (a) the balance or condition of the accounts of a municipality, a controlled corporation or a committee or other body established by a council or a controlled corporation that has an account with the bank, agency or institution; and
- (b) any particulars of the accounts that the Minister may set out in the request.

Official examination **219.** (1) In this section, "official examination" means

- (a) an auditor's report pursuant to section 172;
- (b) an audit pursuant to section 214;
- (c) an inspection pursuant to section 216; or
- (d) an inquiry pursuant to section 217.

(2) Where, as a result of an official examination or a contravention of a provision of this Act, the Minister determines that immediate action is necessary, the Minister may, by order, Minister's order

- (a) direct a council to take any action that the Minister considers proper in the circumstances;
- (b) appoint a person to act as a supervisor to monitor the progress of the action ordered by the Minister pursuant to clause (a); and
- (c) specify the remuneration that is payable to the supervisor by the municipality.

(3) In addition to the Minister's powers under (2), where an inquiry under section 217 was requested by a council under subsection 119(7) in relation to a contravention of subsection 119(5) by a member of council or a committee, the Minister may, at the conclusion of the inquiry, declare that the member is disqualified in accordance with subsection 119(7) and dismiss the member. Declaration of disqualification

(4) A supervisor appointed under clause (2)(b) shall provide regular written reports to the Minister with respect to the progress of the action referred to in the order of the Minister pursuant to clause (2)(a). Supervisor's report

(5) Where a direction of the Minister pursuant to clause (2)(a) is not carried out to the satisfaction of the Minister, the Minister may Authority of Minister

- (a) dismiss any member of the council;
- (b) dismiss the council; or
- (c) recommend that the Lieutenant Governor in Council order
 - (i) that money otherwise payable by the Government to the municipality be withheld pending compliance with the Minister's direction, or
 - (ii) that the municipality be declared ineligible, for the period of time specified in the order, to apply for funding programs administered by the Government.

(6) On the dismissal of a council under clause (5)(b) or a member of council under subsection (3) or clause (5)(a), the council or member, as the case may be, is no longer qualified to act for or on behalf of the municipality or to exercise the powers or carry out the duties vested in the council or member by this or another Act. Effect of dismissal

(7) On the dismissal of a member of council under subsection (3) or clause (5)(a), council shall declare a by-election in accordance with subsections 60(1) and (3) to fill the vacancy. By-election

(8) A member of council who is dismissed pursuant to subsection (3) or clause (5)(a) is disqualified from being nominated as a candidate in any municipal election or by-election held in the five years immediately following the dismissal. Ineligibility

Appointment of official trustee	<p>220. (1) The Minister</p> <p>(a) on the dismissal of a council under clause 219(5)(b), shall immediately appoint; or</p> <p>(b) when it appears to the Minister that a council is unable to function or act as a council, may appoint a person as official trustee of the municipality.</p>
Powers of official trustee	(2) Subject to subsection 221(3), an official trustee has all the powers and duties of a duly constituted council.
Remuneration	(3) Where the Minister has appointed an official trustee for a municipality, the Minister may determine the remuneration and expenses of the official trustee and direct that they be paid by the municipality.
Requirement for bond	(4) The Minister may require the official trustee to be bonded.
Requirement to consult	221. (1) The official trustee shall consult with and act on the direction of the Minister concerning the affairs of the municipality.
Local committee	(2) The Minister may appoint a local committee of not more than five electors with whom the official trustee may consult respecting the affairs of the municipality.
Ministerial approval	(3) All bylaws passed by the official trustee shall be approved by the Minister before second and final reading.
Records, etc. to be provided to official trustee	(4) When requested by the official trustee, the employees and volunteers of the municipality and members of the former council of the municipality shall provide to the official trustee all money, securities, evidence of title, books, assessment rolls, tax rolls, bylaws, papers, records and other documents of or relating to the affairs of the municipality in their possession or under their control.
<i>Idem</i>	(5) When requested by the official trustee, the directors and officers of a controlled corporation, or other body established by a council, shall provide to the official trustee all documents and records relating to the affairs of the controlled corporation or other body in their possession or under their control.
Disposal of assets	(6) The official trustee shall ensure that all amounts realized on the disposal of any assets of the municipality are devoted to the payment of the existing liabilities of the municipality in the manner and to the extent determined by the Minister.
Records of account	(7) The official trustee shall ensure that records of account are kept relating to the affairs of the municipality and showing its financial condition, and the records shall be open at any reasonable time to the

examination and inspection of the Minister, or any person designated by the Minister.

(8) When requested by the Minister, the official trustee shall provide to the Minister a statement of the financial condition of the municipality, including a statement of its assets and liabilities, and a record of all proceedings relating to the affairs of the municipality.

Statement of financial condition

(9) Where the Minister is satisfied that it is appropriate that the affairs of the municipality again be conducted by a council,

Election of new council

(a) the Minister shall direct the official trustee to commence the process for the election of a new council in accordance with this Act; and

(b) the appointment of the official trustee shall be deemed to be revoked on the swearing in and assumption of office by a duly elected council.

222. (1) The official trustee shall commence the election process within 14 days of receiving the direction from the Minister pursuant to clause 221(9)(a).

Idem

(2) Where in an election under clause 221(9)(a) there are, on nomination day, fewer persons nominated as candidates for office than there are members to be elected, the provisions of subsections 62(3), (4), and (5) respecting Ministerial appointment apply.

Ministerial appointment

(3) The official trustee is deemed to be the municipal electoral officer for the purposes of the election of a new council and shall follow the provisions of Part 3 and the regulations to the extent possible and with any necessary modifications, and in particular shall

Trustee as municipal electoral officer

(a) appoint a returning officer and other election officials as necessary to be responsible for the conduct of the election; and

(b) establish the time and place for receiving nominations.

PART 9 - BYLAW ENFORCEMENT, OFFENCES AND LIABILITY

Division 1 - Bylaw Enforcement, Offences and Penalties

223. (1) A council may, by bylaw, provide for the appointment of enforcement officers for the purpose of enforcing its bylaws and the provisions of this or another Act under which the municipality is given powers of enforcement.

Appointment of officers

(2) A bylaw made by a council pursuant to subsection (1) shall contain provisions that

Required contents of bylaw

(a) specify the education, experience and training or other qualifications required for an appointment as an enforcement officer;

- (b) specify the powers and duties of enforcement officers; and
- (c) establish a complaint and discipline process with respect to complaints or allegations of inappropriate conduct by enforcement officers, including provisions for
 - (i) an investigation,
 - (ii) a hearing,
 - (iii) disciplinary action resulting from the findings at the conclusion of the hearing, and
 - (iv) an appeal process.

Idem (3) For greater certainty, a council shall ensure that the provisions of a bylaw referred to in clause (2)(c) that deal with an investigation, a hearing and an appeal are not administered by the same persons.

Appointment (4) The chief administrative officer shall appoint all enforcement officers for the municipality and the enforcement officers shall report to the chief administrative officer.

Idem (5) Subject to the bylaw, a person may be appointed as an enforcement officer for a municipality pursuant to subsection (4) despite the fact that the person is appointed as an enforcement officer by another municipality.

Limitation period for prosecutions **224.** Unless this Act provides otherwise, a prosecution under this Act or a bylaw shall not be commenced later than six months after the date of the alleged contravention of this Act or the bylaw.

Remedies for breach of bylaw **225.** A bylaw may be enforced and a breach of the bylaw may be restrained by application by the municipality to the Supreme Court, and the court may grant any of the following remedies:

- (a) a declaration that an act engaged in or about to be engaged in by a person is or will be a breach of a bylaw;
- (b) an injunction restraining a person from an actual, anticipated or continuing breach of a bylaw;
- (c) an order directing a person to comply with the requirements of a bylaw and directing that compliance be carried out under the supervision of a named person;
- (d) another order the court considers appropriate.

Procedure for enforcement **226.** (1) A contravention of a bylaw shall be prosecuted

- (a) in accordance with the *Summary Proceedings Act* R.S.P.E.I. 1988, Cap. S-9;
- (b) in the case of a traffic offence or a ticket issued by a municipality that has established a police department, in accordance with a bylaw passed pursuant to subsection (2); or

(c) in the case of a contravention of a bylaw for which a municipal offence ticket may be issued, in accordance with this section and any bylaw made under subsection (3).

(2) The council of a municipality with a police department, may make Traffic tickets
bylaws

(a) prescribing the form of traffic ticket to be used for the purpose of laying an information and issuing a summons as provided under clause (1)(b);

(b) authorizing the use of any word or expression on a traffic ticket to designate an offence;

(c) prescribing the manner in which an information may be laid and a summons may be issued by means of a traffic ticket;

(d) prescribing the manner in which a summons issued by a traffic ticket shall be delivered to the person charged with an offence, and the proof of delivery that is required;

(e) providing

(i) that a summons issued by a traffic ticket may be endorsed with a notice that the person to whom the summons is directed may pay out of court a specified penalty by signing a form of guilty plea, as set out in the bylaw,

(ii) that on receipt of the summons with the guilty plea included, a provincial court judge or justice of the peace appointed under the *Provincial Court Act* R.S.P.E.I. 1988, Cap. P-25, may convict the person to whom the summons is directed of the offence described in the summons, and

(iii) that a signature on the prescribed form which purports to be the signature of the person to whom the summons is directed is proof that it is the signature of that person; and

(f) respecting any other matter relating to the use of a traffic ticket.

(3) Subject to section 227, a council may make bylaws Municipal offence
ticket

(a) authorizing the issuance of a municipal offence ticket for a contravention of a bylaw;

(b) authorizing the use of any word or expression on a municipal offence ticket to designate a contravention of a bylaw;

(c) authorizing and providing for the payment of a penalty out of court for a contravention of a bylaw specified in a municipal offence ticket;

(d) respecting forms, including the form of a municipal offence ticket; and

(e) respecting any other matter relating to the use of a municipal offence ticket.

Contravention of bylaw	<p>227. A bylaw made under subsection 226(3) may authorize the issuance of a municipal offence ticket for a contravention of a bylaw only if the bylaw relates to</p> <ul style="list-style-type: none"> (a) animal control; (b) dangerous or unsightly premises; (c) noise or public nuisance control; (d) the parking of vehicles; (e) planning and development control under the <i>Planning Act</i>; (f) smoking in or on municipal property; (g) signage; (h) pesticide control; and (i) any other matter specified in the regulations.
Obstruction	<p>228. (1) No person shall hinder or obstruct, or attempt to hinder or obstruct, any person exercising a power or performing a duty under this Part or a bylaw made under this Act.</p>
Penalty	<p>(2) Every person who contravenes subsection (1) is guilty of an offence and is liable, on summary conviction, to a fine in an amount not less than \$200 and not more than \$5,000.</p>
Fines	<p>229. Except as otherwise provided in an agreement entered into by a municipality with the Government concerning the collection of fines, every fine imposed for a contravention of a provision of a bylaw of the municipality is an amount owing to the municipality.</p>
Application of <i>Summary Proceedings Act</i>	<p>230. (1) The following provisions of the <i>Summary Proceedings Act</i> apply with any necessary modifications, including the modifications specified in subsection (2), to proceedings to determine whether a person has contravened a bylaw for which a municipal offence ticket has been issued:</p> <ul style="list-style-type: none"> (a) sections 3 to 5; (b) section 6.1; (c) section 7; (d) subsections 10(1), (4) to (9) and (11); (e) sections 11, 12 and 13.
Modifications	<p>(2) In applying the provisions of the <i>Summary Proceedings Act</i> for the purposes of this Part, the following words and expressions have the following meanings:</p>
enactment	<p>(a) “enactment” means, unless the context indicates otherwise, a bylaw;</p>
issuing officer and officer	<p>(b) “issuing officer” and “officer” mean a person appointed under section 223 or a member of a police department;</p>
offence under an enactment	<p>(c) “offence under an enactment” means a contravention of a bylaw;</p>

(d) “offence under any provision of an enactment designated by the regulations” means a contravention of a provision of a bylaw designated in the bylaw;

offence under any provision of an enactment designated by the regulations

(e) “ticket” means a municipal offence ticket;

ticket

(f) “word or expression authorized by the regulations to designate an offence” means a word or expression authorized by a bylaw to designate a contravention of the bylaw.

word or expression authorized by the regulations to designate an offence

231. A municipal offence ticket shall be issued in the form set out in the bylaw and shall include provision for the information and the summons in respect of the contravention and a record for the person who issues the ticket.

Ticket form

232. An issuing officer who believes on reasonable and probable grounds that a person has contravened a bylaw for which a municipal offence ticket may be issued may issue the municipal offence ticket to that person.

Issuance

233. Where an information in respect of a municipal offence ticket is required, it shall be signed by the issuing officer who issued the municipal ticket and sworn to before a justice of the peace or a provincial court judge.

Swearing of information

234. (1) Unless a bylaw provides for a different penalty, a person who contravenes a bylaw is guilty of an offence and is liable on summary conviction to

Penalties on conviction

(a) a fine in an amount

(i) not less than \$200 and not more than \$10,000, and

(ii) an additional fine in an amount not less than \$500 and not more than \$2,500 for each day or part of a day on which the offence continues after the first day;

(b) imprisonment for up to one year; or

(c) both a fine in accordance with clause (a) and imprisonment in accordance with clause (b).

(2) Where a court finds a person guilty of a contravention of a bylaw, the court may, in addition to any other penalty imposed, order the person to comply with the bylaw, or a license, permit or other authorization issued under the bylaw.

Compliance

(3) Where a contravention of a bylaw continues for more than one day, the person responsible for the contravention is guilty of a separate offence for each day or part of a day on which the contravention occurs.

Continuing offence

235. A person is not exonerated from civil liability by reason that the person has been found guilty of a contravention of a bylaw.

Civil liability not affected

Notice for inspection and enforcement	<p>236. (1) Where this or another Act or a bylaw authorizes or requires an enforcement officer or an employee of a municipality to</p> <ul style="list-style-type: none"> (a) inspect anything; (b) remedy anything; (c) enforce anything; or (d) do anything required to be done by the municipality, <p>the enforcement officer or employee of the municipality may, after giving not less than 24 hours' notice to the owner or occupier of land or a building or other structure, take an action specified in subsection (2).</p>
Powers	<p>(2) An enforcement officer or employee of a municipality may, on notice in accordance with subsection (1),</p> <ul style="list-style-type: none"> (a) enter the land, building or structure referred to in subsection (1) at any reasonable time and carry out the inspection, enforcement or action authorized or required by this or another Act or bylaw; (b) require that anything be produced to assist in the inspection, remedy, enforcement or action; and (c) make copies of anything related to the inspection, remedy, enforcement or action.
Identification	<p>(3) An enforcement officer or employee of a municipality acting under this section shall display or produce, on request, identification and documentation showing that the person is authorized to carry out the duties specified in clauses (2)(a) to (c).</p>
Dwelling	<p>(4) An enforcement officer or employee of a municipality acting under this section shall not enter a dwelling without a warrant issued under the <i>Summary Proceedings Act</i> unless the occupant consents to the entry.</p>
Exception	<p>(5) Despite subsection (1), where, in the opinion of an enforcement officer or employee of a municipality acting under this section, an emergency or extraordinary circumstances exist, the enforcement officer or employee is not required to give 24 hours' notice or enter at a reasonable hour to do the things referred to in subsection (2).</p>
Court authorized inspections and enforcement	<p>237. (1) A municipality may apply to a justice of the peace or a provincial court judge for an order under subsection (2) if a person</p> <ul style="list-style-type: none"> (a) refuses to allow or interferes with the entry, inspection, enforcement or action referred to in section 236; or (b) refuses to produce anything to assist in the inspection, remedy, enforcement or action referred to in section 236.
Issuing of order	<p>(2) On an application under subsection (1), the justice of the peace or provincial court judge may issue any order the justice of the peace or judge considers appropriate, including an order</p> <ul style="list-style-type: none"> (a) restraining a person from preventing or interfering with the entry, inspection, enforcement or action; or

(b) requiring the production of anything to assist in the inspection, remedy, enforcement or action.

238. (1) Where an enforcement officer or employee referred to in section 236 determines that a person is contravening a provision of a bylaw or this or another Act that the municipality is authorized to enforce, the enforcement officer or employee may, in writing,

Order by municipality to remedy contravention

- (a) order the person to stop doing something, or to change the way in which the person is doing it;
- (b) order the person to take any action or measure necessary to remedy the contravention of the Act or bylaw, and, if necessary, to prevent a re-occurrence of the contravention;
- (c) if authorized by a resolution of council, order the removal or demolition of a building or other structure that has been erected or placed in contravention of a bylaw;
- (d) state a time within which the person shall comply with the order; and
- (e) state that if the person does not comply with the order within a specified time, the municipality shall take the action or measure at the expense of the person.

(2) An order issued pursuant to this section is deemed to have been received by the person responsible for the contravention

Receipt of order

- (a) where the order is delivered to the person by personal delivery, on the date of that personal delivery;
- (b) where the order is delivered to the person by registered mail, on the date stated on the written acknowledgment of receipt; or
- (c) where a copy of the order is posted on a conspicuous place on the property, on the date the order is posted.

239. (1) A person who receives a written order under section 238 may, within 7 days after the date the order is received or any longer period that a bylaw specifies, request, in writing, that the council review the order.

Review by council of officer's order

(2) A request for review made pursuant to subsection (1) shall include the reason for the request.

Reason for review

(3) After its review of the order and the reason referred to in subsection (2), the council may

Authority of council

- (a) confirm the order;
- (b) vary the terms of the order;
- (c) substitute its own order for the order reviewed; or
- (d) rescind the order.

240. (1) A municipality may take whatever action or measure it considers necessary to remedy a contravention of a provision of a bylaw

Municipality remedying contravention

or a provision of this or another Act that the municipality is authorized to enforce, or to prevent a re-occurrence of the contravention, if

- (a) the enforcement officer has given a written order under section 238;
- (b) the order contains the statement referred to in clause 238(1)(e);
- (c) the person to whom the order is directed has not complied with the order within the time specified in the order; and
- (d) either
 - (i) the period under section 239 respecting a request for a review of the order has elapsed and no request has been made, or
 - (ii) if a request to the council to review the order was made, the review has been done, and the council has ordered under clause 239(3)(a), (b) or (c) that the municipality shall take the action or measures.

Costs

(2) The costs of an action or measure taken by a municipality under this section are an amount owing to the municipality by the person who contravened the provisions of the bylaw or this or another Act, and the costs relating to real property, including any expenses or costs incurred by a municipality in taking the action or measure, and any accrued interest, constitute a lien on the real property that was the subject of the order under section 238.

Priority

(3) The lien referred to in subsection (2) has priority over every claim, privilege or encumbrance of every person, except the Crown, against the real property that was the subject of the order under section 238 until payment in full is made.

Division 2 - Liability of Municipalities

Exercise of discretion

241. A municipality that has the authority or discretion to do something is not liable for, in good faith and without negligence,

- (a) deciding to do or cease doing the thing; or
- (b) omitting to do the thing.

Non-liability if acting in accordance with statutory authority

242. Subject to this or another Act, a municipality is not liable for damage caused by anything done or not done by the municipality in accordance with the authority of this or another Act, unless the cause of action is negligence or another tort.

Failure to enforce a bylaw

243. (1) A municipality is not liable for loss or injury resulting from a failure to enforce a bylaw.

Exception

(2) Subsection (1) does not apply to a failure to perform a duty that is imposed by the bylaw.

244. (1) A municipality is not liable for damage caused by a system of inspection or the frequency, infrequency or absence of inspections. System of inspection

(2) Subsection (1) does not apply if an enactment or bylaw imposes a duty to perform the inspection and the inspection is not performed in accordance with that duty. Exception

(3) Where Conditions

(a) a person agrees, in writing, to conditions relating to the inspection of a thing by a municipality; and

(b) the person fails or refuses to meet the conditions agreed to pursuant to clause (a),

the municipality may refuse to carry out the inspection or any part of it and the municipality is not liable for any matter in relation to the inspection.

(4) A municipality is not liable for a loss as a result of an inspection or a failure to inspect where the claim is made more than two years from the time when the loss occurred or the person who makes the claim should reasonably have known that the loss occurred. Time limit

245. An inspection or a system of inspections conducted by a municipality is not a representation, guarantee, warranty or assurance of the quality or standard of construction of the property, building, facility, structure, service or other thing inspected. Inspection not a guarantee

246. (1) A municipality is not liable in an action based on nuisance, or on any other tort that does not require a finding of intention or negligence, if the damage arises, directly or indirectly, from streets, sidewalks or the operation or non-operation of Nuisance actions

(a) a public service or facility; or

(b) a dike, ditch or dam.

(2) Subsection (1) does not apply if the nuisance or other tort Exception

(a) unreasonably imposes on one person or some persons a burden that is significantly greater than the burden it imposes on others; and

(b) the municipality could reasonably have chosen an alternative, having regard to

(i) the municipality's duties and resources,

(ii) the public benefits and cost of each alternative, and

(iii) the burdens imposed by each alternative.

247. (1) This section does not apply to any street, sidewalk or trail owned by a private person, or any work done on a street, sidewalk or trail by a private person, until the street, sidewalk or trail is owned by or under the direction, control and management of the municipality. Exemption from liability

- Liability for streets, etc. (2) Unless otherwise provided for in this or another Act, a municipality is not liable for loss or damage sustained in respect of a street, sidewalk or trail unless the street, sidewalk or trail is owned by or under the direction, control and management of the municipality.
- Lack of municipal control (3) A municipality is not liable under this section for loss or damage sustained in respect of an act done or omitted to be done by a person exercising a power or authority conferred on the person by law, and over which the municipality has no control, if the municipality is not a party to the act or omission.
- Reasonable inspection or maintenance (4) A municipality is not liable for loss or damage under this section where the municipality can demonstrate that it had in place
 (a) a reasonable system of inspection which was reasonably followed; or
 (b) a reasonable system of maintenance which was reasonably followed.
- Liability for walls, etc. (5) A municipality is not liable under this section for loss or damage in respect of a street, sidewalk or trail caused by installing, failing to install, or the choice of a wall, fence, guardrail, railing, curb, pavement marking, traffic control device, illumination device or barrier adjacent to or in, along or on the street, sidewalk or trail, except where the loss is caused by the municipality's failing to replace or repair a guardrail, railing, traffic control device, illumination device or barrier adjacent to, or in, along or on, the street, sidewalk or trail, and the municipality
 (a) knew or should reasonably have known of the state of disrepair; and
 (b) failed to take reasonable steps to correct the state of disrepair within a reasonable period of time.
- Liability for snow, etc. (6) A municipality is liable for an injury to a person or damage to property caused by snow, ice, slush or water of any form or kind on or adjacent to a street, sidewalk or trail, only where the municipality is grossly negligent.
- Definition **248.** (1) In this section, "protective services" means
 (a) a fire service, including a voluntary fire service, and the services it provides; and
 (b) a police or other emergency response service, and the services it provides.
- Liability for provision of protective services (2) A municipality is not liable for loss or damage to a person or property in respect of the provision of protective services unless the municipality is grossly negligent.

249. A municipality shall carry liability insurance as prescribed by regulations under this Act or required under any other Act. Liability insurance

250. (1) No proceedings for damages shall be commenced, and no liability shall be found against Protection from personal liability

(a) a member of a council or a council committee;

(b) a municipal employee or officer; or

(c) a volunteer on behalf of the municipality,

for any loss or damage caused by anything said or done or omitted to be done lawfully, in good faith, and without negligence in the performance or intended performance of the person's functions or duties or the exercise of the person's powers under this or any other Act.

(2) No person shall be personally liable for anything done in reliance in good faith on a bylaw or council resolution which is subsequently declared invalid. *Idem*

251. (1) A municipality shall indemnify a current or former member of council, municipal employee or volunteer worker acting under the instructions of an employee of the municipality, and the person's heirs and legal representatives, for reasonable costs incurred in a civil, criminal or administrative action or other proceeding as a result of the actions of that person done in the performance of the person's duties, if the person was substantially successful on the merits in the defence of the action. Indemnification by municipality

(2) A municipality may indemnify a current or former member of council, municipal employee or volunteer worker acting under the instructions of an employee of the municipality, and the person's heirs and legal representatives for reasonable costs incurred in a civil, criminal or administrative action or other proceeding, as a result of the actions of that person done in the performance of the person's duties, if the person acted in good faith and had reasonable grounds for believing the conduct in question was lawful. *Idem*

Division 3 - Actions Against a Municipality

252. Except as otherwise provided in this Act and despite any other Act, all actions against a municipality, a member of a council or a council committee, a municipal employee or a volunteer on behalf of a municipality shall be commenced within 12 months after the cause of the action first arose. Limitation periods

253. (1) In an action against a municipality for loss or damage as a result of the municipality's failure to maintain a street, sidewalk or trail or a public facility, the person bringing the action shall, in writing, notify Notice of action involving streets or public facilities

the chief administrative officer of the municipality of the event on which the claim is based within 21 days after the event.

Effect of failure to give notice

(2) Failure to notify the municipality within the time required by subsection (1) bars the action unless

- (a) the person making the claim
 - (i) provided notice at the first reasonable opportunity after the time required for providing notice in subsection (1) has expired,
 - (ii) has a reasonable excuse for not providing the notice as required under subsection (1), and
 - (iii) the municipality is not prejudiced by the lack of notice;
- (b) the claim relates to the death or injury of a person as the result of the event complained of; or
- (c) the municipality waives the notice requirement.

Service of documents

254. (1) Where under this Act or a bylaw a notice or other document is required to be served on or sent by registered mail to the municipality or the chief administrative officer, it may be served or sent by leaving it at, or sending it by registered mail to, the office of the chief administrative officer.

Receipt

(2) Where a notice or other document is left at the office of the chief administrative officer as fulfilment of the service requirement under subsection (1), the person with whom the document is left shall sign an acknowledgement of receipt of service.

Writ of execution against municipality

255. Where the amount owing on a writ of execution against a municipality together with all costs is not paid to the court within one month after service of the writ on the chief administrative officer, the Minister may

- (a) withhold sufficient funds from any revenue transfers due to the municipality from the Province to cover the amount due on the writ of execution and costs, and pay the funds to the court; or
- (b) take any other action under this Act the Minister considers necessary, including making an order pursuant to Part 8.

Security in court proceedings

256. Where a municipality is ordered to pay into court a sum of money as security for a proceeding, damages or costs, the council of the municipality may borrow the sum of money that is needed for that purpose.

Exemptions from execution

257. (1) Except as otherwise provided for in this Act, the personal and real property of a municipality is exempt from forced seizure or sale by any process of law.

- (2) The registration of any instrument against a municipality under the *Registry Act* R.S.P.E.I. 1988, Cap. R-10, or the *Personal Property Security Act* R.S.P.E.I. 1988, Cap. P-3.1, is void unless
- (a) the instrument is a transfer of an interest in the real or personal property of the municipality; and
 - (b) the council has authorized the transfer.

Effect of registration

258. In any court proceedings under this Act, costs awarded to a municipality shall not be disallowed or reduced merely because the lawyer in respect of whose service costs are claimed is or was a salaried employee of the municipality.

Costs in court proceedings

259. Within 10 years after this Act comes into force, the Minister shall initiate a review of this Act, and shall do so at least once in each ten-year period following.

Review of Act

TRANSITIONAL PROVISIONS

260. (1) In this section and section 261, “former Act” means the *Municipalities Act*, the *Charlottetown Area Municipalities Act* or the *City of Summerside Act*, or all of them, as the context requires.

Definition, former Act

(2) A board, council, committee, commission or other organization formed or established under the former Act that exists immediately prior to the coming into force of this Act is continued under this Act in accordance with its mandate or terms of reference as they existed on the coming into force of this section.

Continuation of boards, etc.

(3) A bylaw, resolution or order of a council made pursuant to the former Act that was valid and in force on the coming into force of this Act continues according to its terms until varied or rescinded by the council pursuant to this Act.

Bylaws, etc.

(4) A license, permit or other form of authorization issued by a council under the former Act that was valid and in force on the coming into force of this Act continues according to its terms until varied or rescinded by the council pursuant to this Act.

License or permit

(5) The Schedules to this Act are hereby adopted and form part of this Act.

Schedules

REGULATIONS

261. (1) The Lieutenant Governor in Council may make any regulations considered necessary for carrying out the purposes and provisions of this Act and, without limiting the generality of the foregoing, may make regulations

Regulations

- (a) respecting principles, standards and additional criteria to be taken into account in considering the establishment, restructuring or dissolution of municipalities;
- (b) respecting the conduct of elections in municipalities, including, but not limited to, the required content of a bylaw respecting campaign contributions and disclosure for the purposes of section 36, the process for establishing a list of electors, the appointment of election officials, the publication of required notices, providing for a mail-in ballot or other alternative voting processes, including automated or electronic voting systems and the procedures to be followed in counting the ballots;
- (c) respecting the process for the conduct of a plebiscite for the purposes of Division 13 of Part 3;
- (d) respecting the required content of the procedural bylaw a council is required to enact for the purposes of clause 86(2)(e), including but not limited to criteria and other requirements related to the establishment of council committees and the authority to appoint the members of those committees;
- (e) respecting
 - (i) additional matters that a code of conduct established pursuant to subsection 107(1) is required to address, and
 - (ii) the date by which a council shall establish a code of conduct pursuant to subsection 107(1);
- (f) respecting the retention of minutes, bylaws, policies and resolutions of a council for the purposes of section 117;
- (g) respecting access to information, including personal information, and the collection, protection, use and disclosure of personal information, created or collected by or otherwise under the control of a municipality;
- (h) respecting the information that shall be included in a financial plan for the purposes of section 150, including
 - (i) operating budgets, including information relating to revenues, expenditures and transfers,
 - (ii) capital budgets, including costs of capital projects and sources to fund capital projects for the upcoming fiscal year and for each of the four fiscal years following, and
 - (iii) the content of the five-year capital expenditure program and asset management program;
- (i) respecting investments for the purpose of subsection 157(1);
- (j) respecting the purchasing or procurement of goods and services by a council and contracts for construction awarded by councils, including minimum requirements for bidding processes and prescribing the date by which the council shall have its procurement bylaw in place, for the purposes of section 169;

- (k) respecting the financial statements required to be prepared for the purposes of section 171, including
 - (i) the required content of financial statements, and
 - (ii) the scope of an audit;
- (l) respecting additional matters for which a municipal offence ticket may be issued pursuant to section 227;
- (m) respecting the kind and amount of liability insurance a municipality is required to carry under section 249;
- (n) defining terms used but not defined in this Act; and
- (o) providing for the transition to this Act from a former Act.

(2) The Lieutenant Governor in Council may make regulations respecting the requirements for notice for the purposes of the following provisions: Regulations
respecting notice

- (a) subsection 85(1);
- (b) subsection 143(1);
- (c) subsection 177(1);
- (d) section 203;
- (e) subsection 213(3).

CONSEQUENTIAL AMENDMENTS AND REPEALS

Consequential Amendments

262. (1) The *Area Industrial Commission Act R.S.P.E.I. 1988, Cap. A-20*, is amended by this section. *Area Industrial
Commission Act*

(2) Clause 1(f) of the Act is amended by the deletion of the words “an incorporated city, town or community in the province;” and the substitution of the words “a municipality as defined in the *Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1*.”

263. (1) The *Chartered Professional Accountants and Public Accounting Act R.S.P.E.I. 1988, Cap. C-4.2*, is amended by this section. *Chartered
Professional
Accountants and
Public Accounting
Act*

(2) Subclause 1(3)(a)(i) of the Act is amended by the deletion of the words “in the *Municipalities Act R.S.P.E.I. 1988, Cap. M-13*” and the substitution of the words “in the *Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1*.”

264. (1) The *Civil Service Act R.S.P.E.I. 1988, Cap. C-8*, is amended by this section. *Civil Service Act*

(2) Clause 39(1)(b) of the Act is repealed and the following is substituted:

(b) a mayor or other member of a council of a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1.

Correction Services Act **265. (1) The *Correctional Services Act* R.S.P.E.I. 1988, Cap. C-26.1, is amended by this section.**

(2) Clause 1(k) of the Act is repealed and the following substituted:

municipality (k) “municipality” means a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1;

Dog Act **266. (1) The *Dog Act* R.S.P.E.I. 1988, Cap. D-13, is amended by this section.**

(2) Clause 1(i) of the Act is repealed and the following is substituted:

municipality (i) “municipality” means a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1;

Election Act **267. (1) The *Election Act* R.S.P.E.I. 1988, Cap. E-1.1, is amended by this section.**

(2) Subsection 24.1(8) of the Act is amended

(a) by the deletion of the words “a city, town or municipality” and the substitution of the words “a council of a municipality”; and

(b) by the deletion of the words “the city, town or municipality” wherever they occur and the substitution of the words “the municipality”.

Emergency 911 Act **268. (1) The *Emergency 911 Act* R.S.P.E.I. 1988, Cap. E-5.1, is amended by this section.**

(2) Subclause 1(a)(i) of the Act is repealed and the following substituted:

(i) a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1, that does not have an official plan pursuant to the *Planning Act* R.S.P.E.I. 1988, Cap. P-8, and

(3) Clause 1(e) of the Act is repealed and the following substituted:

municipality (e) “municipality” means a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1, that has an official plan pursuant to the *Planning Act* R.S.P.E.I. 1988, Cap. P-8;

269. (1) The *Emergency Measures Act* R.S.P.E.I. 1988, Cap. E-6.1, is amended by this section.

Emergency Measures Act

(2) Clause 1(i) of the Act is repealed and the following substituted:

(i) “municipality” means a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1; municipality

270. (1) The *Environmental Protection Act* R.S.P.E.I. 1988, Cap. E-9, is amended by this section.

Environmental Protection Act

(2) Clause 1(m) of the Act is repealed and the following substituted:

(m) “municipality” means a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1; municipality

271. (1) The *PEI Firefighters Long Service Medal Act* R.S.P.E.I. 1988, Cap. F-10.1, is amended by this section.

PEI Firefighters Long Service Medal Act

(2) Section 1 of the Act is amended

(a) in clause (b), by the deletion of the period and the substitution of a semicolon; and

(b) by the addition of the following after clause (b):

(c) “municipality” means a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1. municipality

(3) Clauses 4(2)(b) and (c) of the Act are repealed and the following substituted:

(b) the mayor or chief administrative officer of a municipality;

272. (1) The *Heritage Places Protection Act* R.S.P.E.I. 1988, Cap. H-3.1, is amended by this section.

Heritage Places Protection Act

(2) Clause 1(e) of the Act is repealed and the following substituted:

(e) “municipality” means a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1. municipality

273. (1) The *Highway Traffic Act* R.S.P.E.I. 1988, Cap. H-5, is amended by this section.

Highway Traffic Act

(2) Clause 1(k.03) of the Act is repealed and the following substituted:

- municipality (k.21) “municipality” means a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1;
- newly licensed driver (k.22) “newly licensed driver” means a newly licensed driver as defined in the *Highway Traffic Act* graduated Driver Licensing Regulations;
- (3) Subsection 140(3) of the Act is amended by the deletion of the words “any city, town or incorporated village” and the substitution of the words “any municipality”.**
- (4) Subsection 292(2) of the Act is amended by the deletion of the words “any city, town, community,” and the substitution of the words “any municipality”.**
- (5) Clause 304(a) of the Act is repealed and the following substituted:**
- (a) the penalty belongs to the municipality where the offence was committed in a case where the prosecutor is a police officer, constable or peace officer of that municipality; and
- Interpretation Act* **274. (1) The *Interpretation Act* R.S.P.E.I. 1988, Cap. I-8, is amended by this section.**
- (2) Clause 26(j.1) of the Act is amended by the deletion of the words “a city, town or community” and the substitution of the words “a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1”.**
- Personal Property Security Act* **275. (1) The *Personal Property Security Act* R.S.P.E.I. 1988, Cap. P-3.1, is amended by this section.**
- (2) Clause 69(1)(d) of the Act is repealed and the following substituted:**
- (d) a municipality by
- (i) leaving it with the chief administrative officer, or
- (ii) sending it by registered mail to the office of the chief administrative officer;
- Pesticides Control Act* **276. (1) The *Pesticides Control Act* R.S.P.E.I. 1988, Cap. P-4, is amended by this section.**
- (2) Section 22 of the Act is amended by the addition of the following after clause (q):**
- (q.1) prescribing the types, applications and uses of non-domestic pesticides that may be dealt with in a bylaw made by a council

pursuant to the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1;

277. (1) The *Planning Act* R.S.P.E.I. 1988, Cap. P-8, is amended by this section. *Planning Act*

(2) Clause 1(g) of the Act is repealed and the following substituted:

(g) “municipality” means a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1; *municipality*

278. (1) The *Police Act* R.S.P.E.I. 1988, Cap. P-11.1, is amended by this section. *Police Act*

(2) Subclause 1(u)(v) of the Act is repealed and the following substituted:

(v) any other police department that is established for a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1;

279. (1) The *Provincial Court Act* R.S.P.E.I. 1988, Cap. P-25, is amended by this section. *Provincial Court Act*

(2) Subsection 6(1) of the Act is amended by the deletion of the words “all other towns and villages in the province” and the substitution of the words “all other municipalities in the province”.

(3) Clause 6(2)(d) of the Act is repealed and the following substituted:

(d) have the power, authority and jurisdiction to try municipal ticket offences under a bylaw made pursuant to the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1.

280. (1) The *Real Property Assessment Act* R.S.P.E.I. 1988, Cap. R-4, is amended by this section. *Real Property Assessment Act*

(2) Clause 1(1)(k) of the Act is repealed and the following substituted:

(k) “person” includes a person other than the Minister, and includes a firm, company, association and a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1; *person*

281. (1) The *Real Property Tax Act* R.S.P.E.I. 1988, Cap. R-5, is amended by this section. *Real Property Tax Act*

(2) Clause 1(i) of the Act is amended by the deletion of the word “community” and the substitution of the words “rural municipality”.

(3) Clause 1(j) of the Act is amended by the deletion of the words “levied by a municipality” and the substitution of the words “approved by a council of a municipality”.

(4) Subsection 8(1) of the Act is amended by the deletion of the words “and the municipality shall, each calendar year, levy the tax, subject to subsection (2)” and the substitution of the words “and the council of the municipality shall pursuant to section 160 of the *Municipal Government Act*, each calendar year, approve the rate or rates of tax that are required to be levied under this section, subject to subsections (2) and (2.02)”.

(5) Subsection 8(2) of the Act is amended by the deletion of the words “every municipality shall” and the substitution of the words “every council of a municipality shall, subject to subsection (2.03),”.

(6) The Act is amended by the addition of the following after subsection (2):

Definition (2.01) In this section, “tax rate group” has the same meaning as that assigned to the term in Part 6, Division 2, of the *Municipal Government Act*.

Approval of tax rate (2.02) A council of a municipality that has under subsection 160(2) of the *Municipal Government Act* established a tax rate group or groups in the municipality shall, on or before March 31 in each calendar year, approve the rate or rates of tax applicable to each tax rate group in accordance with subsection (2.03).

Limitation (2.03) The rate or rates of tax that may be approved by a council under subsection (2.02) shall consist only of one commercial rate and one non-commercial rate for each tax rate group.

(7) Subsection 8(2.1) of the Act is amended

(a) by the deletion of the words “Every municipality” and the substitution of the words “Every council of a municipality”; and

(b) by the deletion of the words “subsection (2)” and the substitution of the words “subsections (2) and (2.02)”.

(8) Subsection 8(3) of the Act is amended by the deletion of the words “levied by a municipality” and the substitution of the words “levied by the Minister on behalf of a municipality”.

(9) Subsection 8(4) of the Act is amended

(a) by the deletion of the words “subsections (2) and (2.1)” and the substitution of the words “subsections (2), (2.02) and (2.1)”;
and

(b) by the deletion of the words “levied by the municipality” and the substitution of the words “levied by the Minister on behalf of the municipality”.

282. (1) The *Roads Act* R.S.P.E.I. 1988, Cap. R-15, is amended by this section. *Roads Act*

(2) Subsection 1(1) of the Act is amended

(a) by the repeal of clause (d); and

(b) by the repeal of clause (j) and the substitution of the following:

(j) “municipality” means a municipality as defined in the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1; *municipality*

(3) Subsection 41(6) of the Act is amended by the deletion of the words “any incorporated city, town or community” and the substitution of the words “any municipality”.

Repeals

283. The *Charlottetown Area Municipalities Act* R.S.P.E.I. 1988, Cap. C-4.1, is repealed. *Charlottetown Area Municipalities Act*

284. The *City of Summerside Act* R.S.P.E.I. 1988, Cap. S-9.1, is repealed. *City of Summerside Act*

285. The *Municipal Boundaries Act* R.S.P.E.I. 1988, Cap. M-11, is repealed. *Municipal Boundaries Act*

286. The *Municipal Debenture Guarantee Act* R.S.P.E.I. 1988, Cap. M-12, is repealed. *Municipal Debenture Guarantee Act*

287. The *Municipalities Act* R.S.P.E.I. 1988, Cap. M-13, is repealed. *Municipalities Act*

COMMENCEMENT

288. This Act comes into force on a date that may be fixed by proclamation of the Lieutenant Governor in Council. *Proclamation*

SCHEDULE A

Victoria Park

Use of Victoria
Park

1. (1) Despite anything to the contrary in any other enactment or any restrictive covenant, the council of the City of Charlottetown, may permit the lands comprising Victoria Park to be used for any purpose which the council determines to be in the public interest and that does not unduly detract from the physical or environmental integrity of Victoria Park, including the use of the lands, subject only to such conditions as the council may, by bylaw, impose, for

- (a) the purposes of a park, promenade, pleasure ground and place of recreation or roadway; and
- (b) for the purposes of holding a circus, show or exhibition.

Lands comprising
Victoria Park

(2) For the purposes of this section, a reference to the lands comprising Victoria Park includes the lands which were vested in the City of Charlottetown by virtue of

- (a) a certain Grant by Her Majesty The Queen in right of Canada to the City of Charlottetown dated August 3, 1984, and registered at the Office of the Registrar of Deeds for Queens County on August 3, 1984, in Book 400 at Page 74; and
- (b) the following Acts of this Province:
 - (i) An Act to vest a certain portion of Government House Farm in the City of Charlottetown for certain purposes therein mentioned, 36 Victoria, Cap. 30,
 - (ii) *An Act respecting an Avenue to Victoria Park*, 50 Victoria, Cap. 9,
 - (iii) *An Act to Consolidate and Amend the Several Acts Incorporating the City of Charlottetown*, 51 Victoria, Cap. 11-12,
 - (iv) The Victoria Park Roadway Act, 59 Victoria, Cap. 8,
 - (v) *An Act to vest in the City of Charlottetown certain lands therein mentioned*, II Edward VII, Cap. 18,
 - (vi) *An Act to Consolidate and Amend the Several Acts Incorporating the City of Charlottetown*, III Edward VII, Cap. 17,
 - (vii) *An Act respecting North River Road and Victoria Park*, IV Edward VII, Cap. 23-24,
 - (viii) *An Act to Further Amend the City of Charlottetown Incorporation Act*, V Edward VII, Cap. 12-13, and
 - (ix) *City of Charlottetown Act S.P.E.I. 1979*, Cap. 22.

Prohibition

- (3) The council shall not, under this Act
 - (a) permit any use of the lands comprising Victoria Park that does not respect the recognized heritage features of those lands;

- (b) set, levy or collect any charge or fee, or permit any charge or fee to be set, levied or collected, for admission generally to the lands comprising Victoria Park; or
- (c) permit all of the lands comprising Victoria Park to be used, at any one time, for one or more of the purposes permitted under subsection (1).

(4) The council may, under this Act, set, levy and collect any charge or fee, or permit any charge or fee to be set, levied and collected, for admission to a specific part of the lands comprising Victoria Park which is used for a purpose that the council has authorized under subsection (1). Charges, etc.

- (5) The council shall not, under subsection (1), permit Requirement for public meeting
 - (a) any part of the lands comprising Victoria Park to be used for the purpose of holding a major event;
 - (b) the construction of a development on any part of the lands comprising Victoria Park;
 - (c) the operation of a business from a development on any part of the lands comprising Victoria Park; or
 - (d) the change of use of a development on any part of the lands comprising Victoria Park,

unless the council, before doing so, holds a public meeting to receive public input as to whether, and on what conditions if any, the council should permit the proposed major event, construction, operation, alteration or change of use, as the case may be.

- (6) The council shall, in accordance with subsection (7), Notice of public meeting
 - (a) give an initial notice of any public meeting held pursuant to subsection (5) at least 60 days prior to the date of the public meeting; and
 - (b) give two further notices of the public meeting during the 30 days immediately preceding the date of the meeting.

- (7) The notices required under subsection (6) shall Required information
 - (a) indicate the date and time of the public meeting and describe the proposed major event, construction, operation, alteration or change of use, as the case may be, that is to be reviewed at the public meeting; and
 - (b) be given to the public by each of the following means:
 - (i) publishing the notice in a local newspaper,
 - (ii) publishing the notice on the internet website of the city, and
 - (iii) posting a copy of the notice at a location at City Hall where it may be seen by the public.

(8) The council may give less notice of a public meeting than is required under subsection (6), and give fewer notices than are required Exceptional circumstances

under that subsection, where the council is satisfied that it should do so because of exceptional circumstances.

Non-application	(9) For greater certainty, subsection (5) does not apply in respect of any major event, construction, alteration, operation or change of use described in that subsection that was permitted prior to the date this section comes into force.
Terms defined	(10) For the purposes of this section,
major event	(a) “major event” means a major event as determined under a bylaw made by the city under this Act;
development	(b) “development” means any building or structure.

SCHEDULE B**City of Summerside**

1. (1) Subject to this Act, the *Electric Power Act* and the *Renewable Energy Act* R.S.P.E.I. 1988, Cap. R-12.1, the council of the City of Summerside

- (a) may provide electric power and energy to the City of Summerside and surrounding area; and
- (b) shall fix and determine the rates to be paid by users of electric power and energy supplied by the utility owned by the city.

(2) Despite subsection 153(1), the Summerside Electric Utility may incur a deficit in its operating budget, and this deficit is exempt from any calculation pursuant to subsection 153(1).

(3) The calculation of debt pursuant to subsection 164(3), with respect to the City of Summerside, shall not include the debt of the Summerside Electric Utility.

EXPLANATORY NOTES

SECTION 1 establishes definitions for the purposes of the Act.

SECTION 2 establishes the purposes of the Act and provides that it applies to all councils and municipalities.

SECTION 3 establishes the purposes of a council.

SECTION 4 provides that a municipality is a corporation with the rights and liabilities of a corporation and, in addition, and subject to the Act, the capacity and rights, powers and privileges of a natural person. Despite that, a municipality is prohibited from establishing a corporation to do anything that the municipality does not have the legal power, right or duty to do, and from being a shareholder or member of another corporation for the sole purpose of doing anything that the municipality does not have the legal power, right or duty to do.

SECTION 5 provides that in the event that a bylaw is inconsistent with the Act or another enactment, the bylaw is of no force or effect to the extent of the inconsistency.

SECTION 6 clarifies that a reference to the population of a municipality or other area means the population as established by the most recent census acceptable to the Minister.

SECTION 7 provides that where the time for any proceeding or for doing anything in the office of a municipality falls or expires on a day when the office is not open, the time is extended to the next day on which the office is open, with the exception of matters relating to elections under Part 3 of the Act.

SECTION 8 authorizes a council to apply in writing to the Minister for an extension of time for doing anything under the Act, and authorizes the Minister to attach conditions to an extension granted under the section. The section also authorizes the Minister to order an extension of time on the Minister's own initiative.

SECTION 9 requires the Minister to consult with the Federation of Prince Edward Island Municipalities respecting substantive amendments that the Minister proposes to the Act or regulations.

SECTION 10 provides that the powers given to municipalities and councils by the Act are to be interpreted broadly in accordance with the purposes set out in sections 2 and 3.

SECTION 11 sets out the classes of municipality that may be established under the Act and clarifies the concept of a new municipality.

SECTION 12 establishes the form of the names that may be given to a municipality established or restructured under the Act.

SECTION 13 sets out the criteria that must be met for the establishment of a new city or town, based on estimated population and assessed property values. The section also authorizes the Minister to recommend a proposal to establish a new city or town to the Commission under subsection 15(1) although the proposed municipality will not meet the criteria of the section, where the establishment is, in the Minister's opinion, in the public interest. The section also authorizes the Lieutenant Governor in Council to make regulations that establish principles, standards or additional criteria to be taken into account in considering the establishment, restructuring or dissolution of municipalities.

SECTION 14 specifies the services which every municipality continued, restructured or established under the Act is required to provide in all areas of the municipality.

SECTION 15 establishes the process to be followed to establish a new municipality or to restructure or dissolve an existing municipality. The persons who are entitled to make a proposal are specified in subsections (1) and (2). Written proposals containing the specified information and, if required, a petition under clause (1)(c), are required to be filed with the Commission.

SECTION 16 establishes the duties of the Commission on receipt of a proposal. Within 45 days, the Commission must notify the specified persons and entities and give the required public notice of the proposal.

SECTION 17 establishes the process by which a person may object to a proposal made under section 15. If an objection is filed, the Commission may hold a public hearing in respect of the proposal, and is required to hold a public hearing in accordance with an order of the Minister where the Minister has determined that there is significant public interest in the matter. If the objection was filed by another municipality, the Commission is required to appoint a mediator to attempt to resolve the subject matter of the objection before determining whether a public hearing should be held.

SECTION 18 authorizes the Commission to deal with issues respecting boundaries that come to light in its consideration of a proposal under

section 15. If it appears to the Commission that a particular boundary or portion of it is uncertain, the Commission is required to direct the persons who submitted the proposal to obtain a survey to determine the correct boundary. If it appears to the Commission that a particular boundary or portion of it is incapable of precise definition, the Commission may request the Minister to note that fact on the plan that is required to be filed under subsection 21(3).

SECTION 19 requires the Commission to prepare a report containing its recommendations respecting the proposal and to provide it to the Minister and other specified persons and entities within the specified time period. Subsection (2) sets out the criteria to be considered by the Commission in making its recommendations.

SECTION 20 requires the Minister, after reviewing the Commission's report, to recommend to the Lieutenant Governor in Council that the recommendations of the Commission be accepted, accepted with modifications, or rejected.

SECTION 21 authorizes the Lieutenant Governor in Council to make various orders in respect of the Commission's recommendations and the proposal, as specified. The section also clarifies the matters that the Lieutenant Governor in Council may deal with in the order, including establishing an interim council with a number of councillors that differs from that required by section 78. The order is required to be filed with the Registrar of Deeds for every county in which the municipality is located and, when filed, the boundaries specified in the order become the boundaries of the municipality for all purposes. The section provides for the debts due to the municipality. The section also provides requirements in respect of the dissolution of a municipality. The order of the Lieutenant Governor in Council is required to be issued within 6 months after receiving the Minister's recommendation under section 20, unless the Lieutenant Governor in Council orders an extension of time, with reasons.

SECTION 22 provides transitional rules for a municipality that has been restructured that apply unless an order of the Lieutenant Governor in Council provides otherwise, including the continuation of the mayor and councillors, the employees and the bylaws and resolutions. The section also authorizes the Lieutenant Governor in Council to order that a new area in a restructured municipality constitutes an interim ward or wards in order that a by-election may be held to elect members of council from those interim wards, if the next scheduled election is more than a year in the future.

SECTION 23 provides that where a proposal for establishment or restructuring is rejected, another proposal with respect to substantially the same matter shall not be made for at least a year.

SECTION 24 authorizes a council to make a written request to the Minister to change the name or the class of its municipality.

SECTION 25 provides that the Minister, on receipt of a request from a council under section 24, may invite written submissions from the public or conduct one or more public meetings on the matter, or do anything the Minister considers necessary, prior to making a recommendation to the Lieutenant Governor in Council that the request be approved or denied.

SECTION 26 authorizes the Lieutenant Governor in Council to issue an order changing the name or class of the municipality as requested or to deny the proposed change.

SECTION 27 authorizes the Minister on the Minister's own initiative to recommend to the Lieutenant Governor in Council a change to the class of a municipality when the Minister is satisfied that the municipality no longer meets the criteria specified in subsection 13(1) for that class, and authorizes the Lieutenant Governor in Council to issue an order changing the municipality's class as recommended or denying the proposed change.

SECTION 28 clarifies the effect of the change of name or class of a municipality on its obligations, rights, actions or property.

SECTION 29 continues a city, town or community established or continued under the *Municipalities Act*, the *Charlottetown Area Municipalities Act* or the *City of Summerside Act* as a city, town or rural municipality of the same name and class and with the boundaries as they existed immediately prior to the coming into force of the section.

SECTION 30 continues the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico, incorporated by Order in Council (EC594/90), under the same name and in accordance with the terms of that Order. A resort municipality is not a class of municipality under the Act and no other resort municipality is permitted to be established. The Resort Municipality is limited in size to a maximum of 2,000 individuals who meet the criteria specified in Part 3 for qualified electors and if it grows larger the Minister is authorized to recommend to the Lieutenant Governor in Council that it be established as a municipality under the Act.

SECTION 31 establishes the qualifications required for a person to be an elector in a municipality. In addition to being a Canadian citizen and 18 years of age or older, the person must have resided in the province for at least the six-month period immediately preceding election day, and be ordinarily resident in the municipality on election day.

SECTION 32 establishes the special qualifications required for a person to be a non-resident property elector in the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico, and clarifies the application of Parts 3 and 4 of the Act to matters in the Resort Municipality.

SECTION 33 establishes the qualifications required for a person to be nominated as a candidate and elected to a council of a municipality, including the Resort Municipality.

SECTION 34 requires a person who is an employee as defined in the section to apply for a leave of absence without pay prior to seeking nomination or declaring as a candidate in an election. The employee is prohibited from revealing during the campaign any information obtained through the employee's employment. If elected, the employee is required to resign from his or her employment.

SECTION 35 prohibits an employee from using his or her authority or influence to control or modify the political action of another person, engaging in political activity during working hours, or soliciting funds for a candidate. The section also prohibits any person from threatening an employee for refusing to take part in a political activity or compelling an employee to take part in a political undertaking or to make a contribution to a candidate. Finally, the section authorizes a council to establish by bylaw a class of restricted employees who are not permitted to take part in municipal political activity at any time. Restricted employees include the chief administrative officer and any employee whose work-related duties are chiefly managerial, as well as other classes of employee designated in the bylaw.

SECTION 36 requires a council to pass a bylaw respecting campaign contributions, campaign spending limits and disclosure and reporting requirements at least 90 days before an election.

SECTION 37 provides that each municipality shall hold an election every four years on the first Monday in November, commencing in 2018, subject to any order of the Lieutenant Governor in Council under clause 21(2)(b).

SECTION 38 authorizes a council, other than the council of the Resort Municipality of Stanley Bridge, Hope River, Bayview, Cavendish and North Rustico, to divide its municipality into wards for the purposes of an election, and authorizes all councils to regulate the conduct of the election by bylaw, subject to the Act and regulations.

SECTION 39 establishes the constitution of wards and the eligibility of electors in wards and provides that, where a council has established wards, the council is required to appoint an Electoral Boundaries Commission within 90 days following election day of each third scheduled election after the coming into force of the Act to review the wards and make recommendations to council respecting the area, boundaries and names of the wards.

SECTION 40 requires a council to appoint by resolution a municipal electoral officer and a deputy municipal electoral officer on or before the second Monday in May in each election year, to be responsible for the administration of the election.

SECTION 41 requires a council to make a bylaw, in accordance with the regulations, in order to establish a list of electors either by providing for a system of enumeration or a system of registration of electors, or by entering into an agreement with the Chief Electoral Officer of the province or Canada to obtain data for the preparation of a list of electors.

SECTION 42 requires the municipal electoral officer to publish a notice of the date of an election and the date, time and place for nominations on or before September 15 in an election year.

SECTION 43 specifies the nomination period for the offices of mayor and councillor.

SECTION 44 provides that if, at the end of the nomination period, more candidates have been nominated than there are positions to be filled, the municipal electoral officer is required to hold an election to determine the successful candidates, but that if the number of candidates is equal to the number of vacancies, the municipal electoral officer shall declare each candidate elected by acclamation. If fewer candidates are nominated than there are vacancies, an additional seven days will be allowed for the nomination of additional candidates. If at the end of the seven-day period not enough candidates have been nominated to fill the remaining vacancies by acclamation or to require an election, the Minister is authorized either to appoint the remaining members of council or recommend to the Lieutenant Governor in Council that the municipality be restructured in accordance with Part 2. If more persons have been

nominated than there are vacancies, an election shall be held on the first Monday in November.

SECTION 45 requires the municipal electoral officer to ensure that advance polls are held in accordance with the regulations for every election for which a poll is required.

SECTION 46 provides that the voting at every election shall be by secret ballot, and that an elector has the right to vote in secret and to keep secret the name of the candidate the elector voted for.

SECTION 47 provides that an elector is entitled to vote for as many candidates as there are vacancies to be filled, but only once for each candidate.

SECTION 48 provides that a council may by bylaw enable electors to vote by mail-in ballot or other alternative means in accordance with the regulations.

SECTION 49 provides that a council may by bylaw enable electors to vote by means of voting machines, vote recorders or automated or electronic voting systems in accordance with the regulations.

SECTION 50 authorizes the municipal electoral officer to move the voting to another place in the event that voting at a polling station is significantly interrupted or obstructed for any reason.

SECTION 51 provides that each electoral official is responsible for maintaining good order wherever election proceedings take place.

SECTION 52 authorizes the municipal electoral officer to publish unofficial election results for a polling station after the initial count of the ballots for that polling station.

SECTION 53 provides that ballots shall be counted by the deputy returning officer in the presence of the poll clerk and at least two witnesses, and that the candidates and their agents are entitled to be present, but that the witnesses, the candidates and the agents may view but not touch the ballots. The section also provides for a recount by the municipal electoral officer on the second day after election day in the specified circumstances.

SECTION 54 provides that the on the fourth day after election day the municipal electoral officer shall proclaim the candidates officially elected, subject to a judicial review of rejected ballots, if the recount by

the municipal electoral officer has failed to establish which candidate has received the most votes, or where a candidate continues to dispute the results. If, after the judicial review is completed, the result is still a tie, the municipal electoral officer is required to draw the names of the successful candidates.

SECTION 55 provides for an application to the Supreme Court regarding the right of an elected person to take office or the validity of an election, and prohibits any other means of challenging those matters. An application must be brought within 30 days after the declaration of official election results and may be made by a candidate in the election or a group of at least four electors of the municipality, only on one or more of the specified grounds.

SECTION 56 requires the court to hear and determine an application under section 55 as soon as practicable and, if the application relates to an alleged offence under section 68, to ensure that evidence respecting that claim is given orally by witnesses.

SECTION 57 provides for the powers of the court on an application under section 55, which may include a declaration that a candidate is not qualified to hold office and that the candidate who received the next highest number of valid votes is elected.

SECTION 58 provides for the payment of the costs of an application when the court declares that a candidate is not qualified to hold office or that an election is invalid.

SECTION 59 provides that a candidate affected by an application under section 55 who has been declared elected is entitled to take office unless the court declares the candidate disqualified and the office vacant.

SECTION 60 requires a council to hold a by-election to fill a vacancy on council within six months, unless the vacancy occurs in the last twelve months of the council's term and the council is able to maintain a quorum in spite of the vacancy.

SECTION 61 authorizes the Minister to act if a by-election is not held within the time required under section 60. The Minister may issue an order to council to direct the chief administrative officer within 10 days to set the date for the by-election.

SECTION 62 provides that if, at the end of the nomination period, more candidates have been nominated than there are positions to be filled, the municipal electoral officer is required to hold a by-election to determine

the successful candidates, but that if the number of candidates is equal to the number of vacancies, the municipal electoral officer shall declare each candidate elected by acclamation. If fewer candidates are nominated than there are vacancies, an additional seven days will be allowed for the nomination of additional candidates. If at the end of the seven-day period not enough candidates have been nominated to fill the remaining vacancies by acclamation or to require a by-election, the Minister is authorized to appoint the remaining members of council from among residents of the municipality eligible to hold office pursuant to section 33.

SECTION 63 authorizes a council to conduct a plebiscite in accordance with the Act and regulations and the bylaws of the municipality.

SECTIONS 64 and 65 provide rules respecting the conduct of a municipal plebiscite.

SECTION 66 requires the municipal electoral officer to proclaim the plebiscite results.

SECTION 67 establishes voting offences, including attempting to vote when not entitled to do so, impersonating a voter and casting a vote more than once in the same election.

SECTION 68 establishes offences related to intimidation and bribery in the course of an election.

SECTION 69 establishes the offence of filing a false or fraudulent nomination paper.

SECTION 70 establishes offences related to ballot papers and ballot boxes, including forging or destroying a ballot paper or opening a ballot box without authority.

SECTION 71 establishes offences by election officials.

SECTION 72 provides that a person who commits an offence under Part 3 of the Act is liable on summary conviction to a fine not exceeding \$2,000, or imprisonment for a term not to exceed two years, or to both a fine and imprisonment. In addition, a member of council who commits an offence under sections 67 to 70 forfeits the member's seat and is disqualified from being a candidate at any municipal election held in the five years following the commission of the offence.

SECTION 73 provides that proceedings against a person for the commission of an offence under Part 3, other than an application under section 55, must be commenced within two months after election day in the municipal election in which the offence is alleged to have been committed.

SECTION 74 requires every municipality to have an elected or appointed council in accordance with the Act, and provides that the council is a continuing body despite changes in its membership.

SECTION 75 prohibits a person from holding office as a member of more than one council at the same time.

SECTION 76 provides that the council is the governing body of the municipality.

SECTION 77 provides that the jurisdiction of a council is confined to the areas within the boundaries of its municipality, except where authority to act outside municipal boundaries is expressly conferred by the Act or another Act.

SECTION 78 establishes the size of councils for a town or rural municipality and a city. Commencing with the municipal election in 2018, a town or rural municipality shall have a mayor and six councillors or, if council has passed a bylaw to that effect, a mayor and eight councillors. Also commencing in 2018, a city shall have a mayor and eight councillors or, if council has passed a bylaw to that effect, a mayor and ten councillors.

SECTION 79 establishes the time within which a person elected or appointed to a council must swear or affirm the oath of office.

SECTION 80 establishes the persons before whom the oath may be sworn or affirmed, and prohibits the members from exercising any power or carrying out any duty before being sworn in to office.

SECTION 81 provides that where a person elected or appointed to a council fails to comply with section 79 within the specified time period, the person's election or appointment shall be considered null and void and the position vacant, unless the council, by resolution, extends the time limit.

SECTION 82 requires a council to establish types, rates and conditions of payments to members of council or a council committee by bylaw.

SECTION 83 provides that a member of council may resign from office by means of a written resignation signed by the member and filed with the chief administrative officer.

SECTION 84 provides that member of council is entitled to a leave of absence without compensation for the purposes of running in a federal or provincial election.

SECTION 85 requires a council to designate a place in the municipality as its municipal office and provide public notice of its location, and within five years after the coming into force of the section, to ensure that the municipal office is accessible to all members of the public and to maintain a schedule of not less than twenty hours each week during which the municipal office is open to serve the public.

SECTION 86 establishes the powers, duties and functions of a council, including the requirement that a council appoint a chief administrative officer, pass a procedural bylaw to establish rules for its proceedings and establish a code of conduct for its employees.

SECTION 87 authorizes a council to engage the services of persons as it considers necessary.

SECTION 88 authorizes a council to delegate specified powers, duties or functions to a council committee or the chief administrative officer, and by resolution to permit the council committee or chief administrative officer to further delegate the power, duty or function, with the exceptions specified in subsection 88(3).

SECTION 89 specifies the additional duties of the mayor of a municipality.

SECTION 90 establishes that the mayor is a member of every committee or other organization established by the council or the mayor and when in attendance the mayor has the same rights, privileges, powers and duties, including voting rights, as the other members of the committee or organization.

SECTION 91 requires the mayor to appoint a deputy mayor, and authorizes both the mayor and deputy mayor to appoint another member of council to act in their stead if both expect to be absent. If both the mayor and deputy mayor are absent and neither has appointed another member of council, the council is authorized to appoint an acting mayor in their absence.

SECTION 92 prohibits members of council serving as employees of the municipality or undertaking the duties of an employee.

SECTION 93 establishes the duties and authority of the chief administrative officer.

SECTION 94 authorizes the chief administrative officer to delegate duties, powers or functions to an employee of the municipality, except the power to dismiss an employee.

SECTION 95 requires a council to establish policies for its employees respecting the terms and conditions of their employment, subject to a bylaw respecting employment policies, a contract of employment, a collective agreement or another Act.

SECTION 96 specifies the circumstances in which a member of council is in a conflict of interest and clarifies the nature of a pecuniary interest for that purpose. A member who is in a conflict of interest has an obligation to declare the interest and to abstain from discussion and voting on the matter, and to refrain from attempting to influence the other members of council, and failure to do so may result in the disqualification of the member.

SECTION 97 provides that a complaint that a member is in a conflict of interest may be made by another member of council or, in writing, by an elector. Council is required to establish by bylaw the procedure to be followed in the event of a complaint or when a member of council suspects that he or she may be in a conflict of interest.

SECTION 98 establishes the circumstances in which a member is disqualified from serving on council.

SECTION 99 requires a disqualified member to resign immediately. If the member fails to do so, the council may by resolution declare the member's office vacant or apply to the Supreme Court for an order to that effect.

SECTION 100 authorizes a member who has been declared disqualified under section 99 to appeal to the Supreme Court, and specifies the provisions of the Act that apply to the appeal.

SECTION 101 authorizes any ten or more electors to petition the Supreme Court for a declaration that a council member is disqualified on the specified grounds. The petition must be filed within 30 days after the

alleged grounds came to the attention of the petitioners, who may be required to furnish security for costs.

SECTION 102 authorizes the judge of the Supreme Court at the conclusion of the hearing on the petition to confirm the member in office or declare that the member is disqualified and the office is vacant.

SECTION 103 provides that the costs of the hearing are in the discretion of the court.

SECTION 104 provides that where a judge of the Supreme Court declares a member disqualified from holding office, the judge may order the person to pay a monetary penalty, not exceeding \$1,000, to the municipality.

SECTION 105 provides that a petition under section 101 is deemed to be withdrawn and all claims to office abandoned when the member who is the subject of the petition files his or her resignation under section 83.

SECTION 106 provides for the status of a council member pending the resolution or final disposition of an appeal by the member under section 100, an application by a council to the Supreme Court under clause 99(2)(b) or the filing of a petition under section 101.

SECTION 107 requires a council to pass a bylaw establishing a code of conduct in accordance with the regulations to govern the conduct of the members of council, and specifies the minimum requirements for the code of conduct, including a monetary sanction for a breach of the code.

SECTION 108 clarifies the circumstances in which a member's office is to be considered vacant.

SECTION 109 provides that acts authorized or required to be done by a council shall be done or decided by a majority of the members present at a meeting and entitled to vote. The section also provides that an action of proceeding of council is not valid unless authorized or adopted by a bylaw or resolution at a duly constituted public meeting of the council.

SECTION 110 requires a newly elected council to hold its first meeting no later than the first regularly scheduled council meeting in December after the members have been sworn in. The section also requires the council to establish and publish an annual schedule of its meetings, at least six of which must be open to the public.

SECTION 111 requires the mayor to maintain order and decorum and decide all questions of order at meetings, subject to appeal to the council as a whole.

SECTION 112 authorizes an appeal by a member from a decision of the mayor, in accordance with the council's procedural bylaw.

SECTION 113 provides that quorum is a majority of all members of council or a council committee. Quorum is required at all times for meetings of council and council committees, except as provided for in the section.

SECTION 114 provides that if a member has a conflict of interest in a matter before council or a council committee, that member shall not be included for the purposes of quorum, and provides guidance for the council if quorum is lost as a result of the conflict of interest.

SECTION 115 requires the members of council, except the mayor, to vote on every matter unless a member is excused or prohibited from voting as specified. The mayor is required to vote in order to break a tie.

SECTION 116 requires the chief administrative officer to ensure that minutes are kept of all council and council committee meetings, and that the minutes include at least the specified information. The section also specifies the required content of minutes of meetings that are closed to the public.

SECTION 117 requires a council to establish a records retention and disposal schedule. Minutes, bylaws, policies and resolutions must be retained. The council may specify further classes of records that shall not be destroyed or must be retained for specified time periods.

SECTION 118 provides that council and council committee meetings shall be open to the public, subject to the Act.

SECTION 119 sets out the circumstances in which a council or council committee may close all or part of its meeting to the public. The section also provides that when confidentiality is no longer required, council or the council committee shall make public the matters which it considered at the closed meeting. Members of council or a council committee and employees of the municipality are prohibited from disclosing or acting on any information acquired at a closed meeting, unless the matter has been dealt with at an open meeting of council or the council committee.

SECTION 120 requires the chief administrative officer to attend all council and council committee meetings, unless a matter in relation to the chief administrative officer is the subject of the meeting.

SECTION 121 requires the chief administrative officer to call a special meeting of the council when requested in writing to do so by the mayor or a majority of the council members.

SECTION 122 authorizes a council or council committee to meet electronically where authorized to do so by council's procedural bylaw and where the other specified conditions are met.

SECTION 123 provides that a council shall exercise its powers either by bylaw or resolution. Unless there is an express requirement for the making of a bylaw, council can use its discretion. The section also clarifies that where the Act states that a council may do a thing by bylaw the council shall, if it chooses to do that thing, do so by means of a bylaw.

SECTION 124 establishes the procedure for making a valid bylaw.

SECTION 125 provides for a limited exception to the requirement in section 124 that the bylaw be read if copies of the proposed bylaw have been made available to the public prior to the meeting. The section also provides that a proposed bylaw may be amended after its first reading.

SECTION 126 provides that the power to make a bylaw or resolution includes the power to amend or repeal the bylaw and amend or rescind the resolution.

SECTION 127 provides that the required first and second readings of a proposed bylaw are nullified if the bylaw is not formally passed within two years from the date of first reading.

SECTION 128 provides that each bylaw must be in writing and that a copy bearing the authorized signatures and sealed with the municipality's corporate seal shall be kept in the register of bylaws. Copies of the bylaws are available for inspection and copies shall be provided to any person on the payment of a reasonable fee.

SECTION 129 requires that a certified copy of each bylaw passed by a council must be filed with the Minister.

SECTION 130 establishes that date on which a bylaw comes into force.

SECTION 131 establishes the grounds on which a bylaw or resolution may be quashed on application to the Supreme Court.

SECTION 132 establishes circumstances that are not grounds for a challenge to a bylaw or resolution.

SECTION 133 provides that a council may authorize the chief administrative officer to consolidate a bylaw, and also provides that a consolidated bylaw is admissible in evidence in any proceeding as proof of the original bylaw and all bylaws amending it.

SECTION 134 provides that a council may authorize the chief administrative officer to revise the bylaws of the municipality.

SECTION 135 provides that a council may specify in a bylaw some matters, such as fees, forms and other administrative matters, that the council may establish or alter by resolution.

SECTION 136 requires a council to have a corporate seal for the municipality.

SECTION 137 authorizes a council to adopt by bylaw a flag, crest, emblem, logo, trademark or coat of arms, and may impose restrictions on its use.

SECTION 138 authorizes a council to enter into a written agreement, if authorized by bylaw, with another council for the provision of a service that each has the power to provide within its own boundaries.

SECTION 139 authorizes a council to enter into a written agreement with a First Nations Band for the provision of a service that either has the power to provide within its own boundaries.

SECTION 140 authorizes a council to enter into a written agreement with the Government of Prince Edward Island or, with the approval of the Minister, Canada for the provision of a service on behalf of either government within the municipality.

SECTION 141 provides that, where authorized to do so by a written agreement under section 138, 139 or 140, a council may provide, outside the boundaries of the municipality, a service that it is authorized to provide within them.

SECTION 142 provides that, in general, a council shall not grant privileges and exemptions from its bylaws. An exception is the

cancellation or write-off of debts due to the municipality. Other exceptions are set out in sections 143 and 158.

SECTION 143 authorizes a council to sell, grant, transfer or otherwise dispose of land for less than fair market value. The council is required to prepare a written proposal containing the specified information respecting the proposed disposition and provide public notice in accordance with the regulations.

SECTION 144 authorizes a council to take any temporary measures necessary to respond to and deal with an emergency in the municipality.

SECTION 145 requires a council to establish, by bylaw, an emergency management program for the municipality that in the opinion of the provincial Emergency Measures Organization is adequate and properly integrated with the provincial emergency measures plan, despite that section 8 of the *Emergency Measures Act* does not make it mandatory. The council is also required to undertake scheduled exercises and to review its emergency measures program annually.

SECTION 146 authorizes a council to declare a state of local emergency when satisfied that an emergency exists or may exist in the municipality and, if the council is unable to act promptly, the mayor, after consulting a majority of members of council where practicable, may make the declaration.

SECTION 147 requires a council to enact and maintain a bylaw that provides for access in accordance with the regulations to information created or collected by, or otherwise under the control of, the municipality, some types of which are specified. Personal information, as defined in the *Freedom of Information and Protection of Privacy Act*, that may be included in the types of information dealt with by the section shall not be disclosed under the section except as specified.

SECTION 148 requires a council to enact and maintain a bylaw that protects personal information collected by the municipality and provides rules in accordance with the regulations for the collection and use of and access to the personal information.

SECTION 149 establishes the fiscal year of a municipality, including transitional provisions to cover the period from January 1, 2017 to March 31, 2019.

SECTION 150 requires a council to adopt a financial plan, containing the specified information, on or before March 31 in each year, and to file a copy of it with the Minister by April 15.

SECTION 151 requires a council to give public notice and hold a public meeting not less than two weeks before adopting its financial plan.

SECTION 152 establishes the purposes for which a council is permitted to make an expenditure, and the permitted exceptions to the rule.

SECTION 153 prohibits a council from projecting a deficit in its operating budget, except as provided for in the section.

SECTION 154 requires a council that has authorized an expenditure pursuant to section 152 or received permission from the Minister to incur a deficit pursuant to subsection 153(3) to revise, by resolution, its operating budget quarterly to reflect the changes.

SECTION 155 authorizes a council to provide by bylaw reserve funds for municipal purposes. The bylaw must specify the purpose for which the reserve fund is established and the criteria and conditions governing contributions to and withdrawals from the reserve fund.

SECTION 156 requires that specified documents of a financial or legal nature must be signed by both the mayor and the chief administrative officer. A council may by resolution authorize the chief administrative officer alone to sign agreements or contracts of a value less than \$25,000 if the chief administrative officer tables a written summary of the nature and value of the contract or agreement at the next meeting of council.

SECTION 157 authorizes a council to invest the municipality's money in specified investments.

SECTION 158 authorizes a council to provide by bylaw for the issuing of grants, lending of money, and other specified activities, subject to the conditions set out in subsection 158(3). The amount of a loan or guarantee made by a council under the section must be included in the total capital debt of the municipality in calculating the borrowing limit for capital expenditures under subsection 164(3).

SECTION 159 defines the term "tax rate group" which is used in the Division.

SECTION 160 requires a council to approve a tax rate or rates applicable to all real property in the municipality that is sufficient to

defray projected expenditures, including any deficit carried forward, and to notify the Provincial Tax Commissioner of the approved rate or rates in accordance with the *Real Property Tax Act*.

SECTION 161 authorizes a council to impose, by bylaw, a tourism accommodation levy at a rate set by the council. The purpose of the levy is to promote the municipality as a tourist destination.

SECTION 162 authorizes a council to impose by bylaw requirements for other fees for specified services and to take into revenue any funds acquired by the municipality.

SECTION 163 authorizes a council to levy a differential fee on specified real property that was previously assessed as commercial property but has not been used or occupied as commercial property for at least six months, and that is currently assessed as a non-commercial property.

SECTION 164 provides that a council may authorize by bylaw the borrowing of money for capital expenditures, subject to the restrictions on capital debt specified in subsection 164(3).

SECTION 165 prohibits the use of money borrowed by a council for a capital expenditure for another purpose, with the exception that any unexpended balance at the completion of the capital project may by resolution be used for another municipal purpose.

SECTION 166 provides that a council may authorize by bylaw short-term borrowing to finance operating expenditures, not to exceed 50 per cent of the total estimated revenues for that fiscal year except with the authorization of the Lieutenant Governor in Council.

SECTION 167 authorizes the Lieutenant Governor in Council to make regulations respecting the determination of what constitutes capital debt for the purposes of subsection 164(3).

SECTION 168 establishes the information that must be included in a resolution to borrow money.

SECTION 169 requires a council to establish by bylaw rules and procedures for the purchasing or procurement of goods and services and contracts of construction.

SECTION 170 establishes the liability of members of council with respect to expenditures that are contrary to the Act, not properly authorized or not within the purpose for which the money was borrowed.

SECTION 171 requires a council to prepare financial statements as specified in each fiscal year.

SECTION 172 requires a council to appoint a qualified person as auditor to conduct an annual audit of the municipality's finances. The council of a municipality with projected annual budgeted expenses of less than \$50,000 may until March 31, 2020, comply with the section by appointing an auditor to conduct a review engagement instead.

SECTION 173 authorizes the Minister to appoint an auditor for a municipality where the council fails or refuses to do so.

SECTION 174 requires the auditor to submit a report to the chief administrative officer on or before June 30 immediately following the fiscal year for which the audit or review engagement, as the case may be, is prepared that contains the specified information. The auditor is required to report any irregularities separately to the council and the Minister. If, after reviewing the report of the auditor, the council concludes that action is required, the council is authorized to take it, and if council does not do so, or if the Minister is of the opinion that the proposed action by the council is not satisfactory, the Minister is authorized to take the action that best protects the interests of the municipality, and the municipality is responsible for any costs incurred.

SECTION 175 requires the chief administrative officer to provide copies of the audited financial statements and the auditor's report to the council and, along with other financial information about the municipality, to the Minister, not later than July 15.

SECTION 176 establishes the entitlement of an auditor to any information in relation to the finances of the municipality that the auditor considers necessary. The section also provides that if information whose disclosure is restricted by law is provided to the auditor, the auditor holds that information subject to the same restrictions, and that the provision of information to the auditor is not and shall not be construed to be a waiver of solicitor-client privilege.

SECTION 177 requires a council to give public notice that the auditor's report and the financial statements are available for inspection by the public no later than July 31.

SECTION 178 provides that a bylaw made by a council applies only within the boundaries of the council's municipality unless the Act or the *Water and Sewerage Act* or the *Planning Act* provides otherwise.

SECTION 179 provides that a council's powers under the Act to make bylaws and provide services are intended to give broad authority to the council and to respect its right to govern its municipality, and to enable council to respond to present and future issues in the municipality.

SECTION 180 establishes the types of matters in respect of which a council may pass bylaws and provide services.

SECTION 181 establishes the powers of specified municipalities to regulate the use of motor vehicles, on or off streets, and traffic, parking and pedestrians and, subject to the *Roads Act*, matters related to streets owned by or located in the municipality.

SECTION 182 establishes the authority of a council to regulate, control or prohibit an activity over which it has jurisdiction to make a bylaw, subject to the Act and the *Planning Act*, including dealing with businesses, development and other matters, dividing them into classes and dealing with those classes in different ways, and providing for a system of licenses, inspections, permits and approvals for those matters.

SECTION 183 requires a council that provides or proposes to provide a public utility to establish the public utility as a department of the municipality or a controlled corporation, and specify its functions. The council is required to levy rates or frontage charges in respect of real property for the services of its public utility that are sufficient to cover its costs. A complaint in respect of the operations of a public utility is subject to appeal to the Commission under the *Water and Sewerage Act* in accordance with that Act.

SECTION 184 authorizes a council to make a bylaw for the levying of rates in the form of frontage charges for the services of its public utility.

SECTION 185 provides that where water or sewer mains run along the land of any person, the person is deemed to receive the services, unless the council, by bylaw, provides otherwise.

SECTION 186 provides that overdue and unpaid rates and frontage charges, and any accrued interest, constitute a lien on the real property on which they are levied until paid in full.

SECTION 187 provides that overdue and unpaid rates and frontage charges bear interest from the due date at the rate prescribed for real property tax pursuant to the *Real Property Tax Act*.

SECTION 188 authorizes a council to expropriate land or an interest in land in the municipality, other than land or an interest in land that is owned by the Government of Canada, the Government of Prince Edward Island or reserved for a First Nations Band, for a public work or other public purpose, and outside the municipality, with the specified exceptions, for use by a municipal utility or public utility.

SECTION 189 establishes the process to be followed by a council prior to the expropriation of land or an interest in land. Notices of the council's intention must be given by resolution at a regular public meeting of council. At a subsequent public meeting the resolution may be voted on. A majority of two-thirds of the members present and voting is required. Notice of both public meetings must be provided to the owner of the land or interest.

SECTION 190 provides that after a council has given public notice of its intention to expropriate land or an interest in land, the council may authorize a surveyor to survey the land and prepare a plan and legal description of it.

SECTION 191 requires that to complete the expropriation process, a council that has complied with section 189 must file a certified copy of the resolution referred to in subsection 189(2) and the survey plan and legal description of the land, signed by the surveyor, the mayor and the chief administrative officer and sealed with the municipality's seal, in the appropriate office of the Registrar of Deeds. On the filing and registration, the land or interest in land becomes vested in the municipality for the purposes stated in the resolution.

SECTION 192 provides that land or an interest in land that has been expropriated may be conveyed. Leased, assigned or otherwise legally transferred by the municipality to another person to effect the intended purpose of the expropriation.

SECTION 193 authorizes a council to remove and dispose of buildings and structures on the expropriated land, and provides that any proceeds of their disposal belong to the municipality.

SECTION 194 provides that if a council and the owner of, or a person with an interest in, expropriated land fail to agree on compensation, the council must by resolution determine the amount the municipality

considers it should pay and send a certified copy of the resolution to the owner or person, offering that amount as compensation.

SECTION 195 provides for an application to the Supreme Court by the municipality or the owner or interested person if the offer of compensation pursuant to section 194 is not accepted within 20 days, or if other impediments appear. The court must determine the amount of compensation, the persons to whom it is payable and the allotment of the compensation among those persons.

SECTION 196 establishes the documents and other information that the municipality must provide to the court on an application under section 195.

SECTION 197 authorizes the Supreme Court on an application under section 195 to make any findings and determinations it considers necessary and to allot the compensation among those persons entitled to it.

SECTION 198 provides that on the final disposition by the Supreme Court of the application, the municipality takes the land or interest in land free of all claims, debts or encumbrances.

SECTION 199 authorizes a council to abandon its expropriation of land or an interest in land at any time before compensation is paid, by passing a resolution to that effect and filing a certified copy of it in the appropriate office of the Registrar of Deeds. On the filing of the resolution, the abandoned land or interest in land reverts to the person or persons who owned it at the time of expropriation. If the municipality has removed buildings or structures on the land, the council must indemnify the owner.

SECTION 200 authorizes a council to undertake local improvements for the benefit of all or a part of its municipality, and clarifies what may be classed as a local improvement.

SECTION 201 authorizes a council to make a bylaw to authorize a local improvement and to establish its scope, identify the properties to be affected and determine costs and their allotment and impose charges or fees for the local improvement.

SECTION 202 requires the chief administrative officer to notify affected property owners respecting a proposed local improvement.

SECTION 203 requires that council hold a public hearing if it receives objections to the proposed local improvement.

SECTION 204 provides that on completion of the public hearing required under section 203, the council may proceed with the local improvement as proposed or with modifications, or rescind the bylaw made under section 201 and not proceed.

SECTION 205 provides that fees or charges in respect of a local improvement that are overdue and unpaid, and interest on them, constitute a lien on the real property on which they are levied until paid in full.

SECTION 206 authorizes a council to make available to residents of its municipality a product which is ancillary to or compatible with a service that the council is authorized to provide, and to charge a fee for the product.

SECTION 207 provides that a council that provides a service or a product referred to in section 206 may by bylaw offer a program to advance funds in relation to the service or product to taxpayers who meet the specified criteria.

SECTION 208 establishes that the City of Charlottetown and the City of Summerside own all the streets located within their boundaries, respectively, and that in general a municipality has responsibility for the management and maintenance of all streets owned by it in the municipality.

SECTION 209 provides that the councils of the cities referred to in subsection 208(1) and a municipality referred to in subsection 208(2) have supervision and general control over the laying out, opening, altering, building, improving maintenance and repair of streets owned by them. It also authorizes the councils to enter into agreements respecting construction of streets and related matters.

SECTION 210 prohibits any person from causing an obstruction or encroaching on a street or a sanitary or storm sewer, drain watercourse or public easement on or leading to, from or across a street in a municipality.

SECTION 211 provides that where a highway subject to the *Roads Act* is located in a municipality, the municipality is responsible for maintaining and repairing sidewalks, poles, sewers and other municipal

works constructed by or under the authority of the municipality on, over or under the highway.

SECTION 212 authorizes a council of a municipality that owns its streets may open land that it owns for public use as a street by registering at the appropriate office of the Registrar of Deeds a plan that designates the land as a street.

SECTION 213 authorizes a council of a municipality that owns its streets to pass a bylaw to permanently close a street. The council is required to give public notice and hold a public hearing in respect of the closure before final passage of the bylaw.

SECTION 214 authorizes the Minister to appoint a person to audit the accounts of a municipality, a committee or other body established by a council or a controlled corporation at any time when the Minister considers it necessary, or on the request of a council or a petition signed by the required number of electors in the municipality. The section also specifies the powers of the auditor and the process to be followed.

SECTION 215 requires an auditor appointed under section 214 who finds any irregularities in the accounts being audited to report them to the Minister.

SECTION 216 authorizes the Minister to order an inspection of a municipality, a committee or other body established by a council or a controlled corporation at any time when the Minister considers it necessary, or on the request of a council or a petition signed by the required number of electors in the municipality. The section also specifies the powers of the inspector and the process to be followed.

SECTION 217 authorizes the Minister to order an inquiry, at any time the Minister considers is necessary or on the request of a council, into the affairs of a municipality, a committee or other body established by a council or a controlled corporation, or the conduct of a member of council, an employee, other than a police officer, a member of a committee or a member of the board or employee of a controlled corporation. The section also specifies the powers of the person appointed to conduct the inquiry and the process to be followed.

SECTION 218 authorizes the Minister to obtain information respecting the financial affairs of a municipality, a committee or other body established by a council or a controlled corporation from the specified financial institutions in the province.

SECTION 219 establishes the Minister's powers at the conclusion of an official examination, which is defined, or as a result of a contravention of the Act. The Minister may direct a council to take any action the Minister considers appropriate and appoint a person to supervise the council in order to ensure that the direction is carried out. The section also provides that at the conclusion of an inquiry that was requested by a council under subsection 119(7) the Minister may declare that the member is disqualified in accordance with that subsection and dismiss the member. Where the Minister's direction under clause (2)(a) is not carried out to the Minister's satisfaction, the Minister may dismiss any member of the council or the council, or recommend that money otherwise payable by the Government to the municipality be withheld until the direction is complied with or that the municipality be declared ineligible for funding programs administered by the Government for a specified period.

SECTION 220 provides that, if a Minister dismisses a council under section 219, the Minister shall immediately appoint a person as official trustee of the municipality.

SECTION 221 establishes the powers and duties of the official trustee in administering the affairs of the municipality until the Minister is satisfied that a new council should be elected.

SECTION 222 authorizes the official trustee to act as the municipal electoral officer for the purpose of administering the election of a new council for the municipality.

SECTION 223 provides that a council may by bylaw provide for the appointment of enforcement officers to enforce its bylaws and any provisions of an enactment it is authorized to enforce, and specifies the criteria that the bylaw must contain.

SECTION 224 provides that a prosecution under the Act or a bylaw must be commenced with six months after the date of the alleged contravention.

SECTION 225 authorizes a municipality to apply to the Supreme Court for specified remedies for a breach of a bylaw.

SECTION 226 provides that a contravention of a bylaw shall be prosecuted in accordance with the *Summary Proceedings Act* and that a municipality is authorized, in the specified circumstances, to make bylaws for the issuance of traffic tickets and municipal offence tickets for contraventions of its bylaws.

SECTION 227 specifies the matters that may be dealt with by means of a bylaw under subsection 226(3) for the purpose of issuing municipal offence tickets.

SECTION 228 prohibits any person from obstructing or hindering, or attempting to do so, a person exercising a power or performing a duty related to the enforcement of a bylaw or a provision of an enactment that a council is authorized to enforce.

SECTION 229 provides that a fine imposed for a contravention of a bylaw of a municipality is an amount owing to the municipality.

SECTION 230 provides for the application of the *Summary Proceedings Act* to matters under the Act, including clarifying the meaning of certain words and expressions.

SECTION 231 authorizes a municipal offence ticket to be issued in the form set out in the bylaw.

SECTION 232 authorizes an issuing officer who believes that a person has contravened a bylaw for which a municipal offence ticket may be issued to issue a municipal offence ticket to that person.

SECTION 233 provides that where an information in respect of a municipal offence ticket is required, it shall be signed by the issuing officer who issued the municipal ticket and sworn to before a justice of the peace or a provincial court judge.

SECTION 234 sets out the penalties that apply to a contravention of a bylaw, unless the bylaw provides for a different penalty.

SECTION 235 provides that a person is not exonerated from civil liability by reason of having been found guilty of a contravention of a bylaw.

SECTION 236 provides for the notice that is required for an enforcement officer or an employee of a municipality to take an action under that section, and sets out the authority of the enforcement officer or employee after the proper notice has been given.

SECTION 237 authorizes a municipality to apply to a justice of the peace or a provincial court judge for an order authorizing an entry, inspection, enforcement or action specified in section 236 where a person refuses to permit the activity.

SECTION 238 authorizes an enforcement officer or employee referred to in section 236 to issue a written order to a person who is found to be contravening provision of a bylaw or an enactment, and specifies what the order may contain.

SECTION 239 provides that a person who receives an order under section 238 may within 7 days request in writing that the council review the order. The section also provides that after reviewing the order the council may confirm it, vary it, substitute its own order or rescind the order.

SECTION 240 authorizes a municipality to take an action or measures to remedy a contravention of a bylaw or enactment if a written order has been issued under section 238 and the order has not been complied with, and the person has either not requested a review or the council, on review, has ordered the municipality to take the action or measures. The costs of the action or measures are an amount owing to the municipality by the person who contravened the provisions of the bylaw or enactment.

SECTION 241 provides that a municipality that has authority or discretion to do a thing is not liable for, in good faith and without negligence, deciding to do or stop doing the thing or for not doing the thing.

SECTION 242 provides that a municipality is not liable for damage caused by its actions when acting in accordance with statutory authority, except when the cause of action is negligence or another tort.

SECTION 243 provides that a municipality is not liable for loss or injury resulting from a failure to enforce a bylaw unless the failure is to perform a duty imposed by the bylaw.

SECTION 244 provides that a municipality is not liable for damage caused by a system of inspection or the frequency, infrequency or absence of inspections, unless the municipality has a duty to inspect and the inspection is not performed in accordance with that duty.

SECTION 245 establishes that an inspection or system of them conducted by a municipality is not a representation, guarantee, warranty or assurance of quality in respect of the thing inspected.

SECTION 246 provides that a municipality is not liable in an action based on nuisance or another tort that does not require a finding of intention or negligence, if the damage arises from sidewalks or the

operation or non-operation of a public service or facility or a dike, ditch or dam, except in the specified circumstances.

SECTION 247 provides that a municipality is not liable for loss or damage sustained in respect of a street, sidewalk or trail unless it is owned by the municipality, and is not liable for the act or omission of a person exercising power or authority conferred on the person by law and over whom the municipality has no control, unless the municipality was a party to the act or omission. The section also provides that a municipality is not liable for loss or damage where it can show that it had in place a reasonable system or inspection or maintenance that was reasonably followed. The section also provides that municipality is not liable for loss or damage caused by the disrepair of walls, streets, and other listed things unless the municipality knew or ought reasonably to have known of the state of disrepair and failed to take reasonable steps to correct it within a reasonable period of time.

SECTION 248 provides that a municipality is not liable for loss or damage to a person or property in respect of the provision of fire, police or other emergency services unless the municipality is grossly negligent.

SECTION 249 requires a municipality to carry liability insurance as prescribed under the Act or required by another Act.

SECTION 250 provides that the listed persons are protected from personal liability in respect of loss or damage caused by anything said or done lawfully, in good faith and without negligence in the performance of the person's functions or duties or exercise of powers.

SECTION 251 requires a municipality to indemnify the specified persons for reasonable costs incurred in a civil, criminal or administrative action if the person was substantially successful on the merits in the defence of the action, and provides that a municipality may indemnify the specified persons if the person acted in good faith and had reasonable grounds for believing that the conduct in question was lawful.

SECTION 252 provides that actions against a municipality or a specified person must be commenced within 12 months after the cause of action first arose.

SECTION 253 provides that the person bringing an action must notify the chief administrative officer within 21 days after the event in an action for loss or damage as a result of the municipality's failure to maintain a street, sidewalk, trail or public facility, and failure to notify bars the action unless saved under subsection (2).

SECTION 254 specifies the methods of service on a municipality.

SECTION 255 specifies the actions that may be taken by the Minister if a municipality fails to pay the amount owing on a writ of execution against the municipality.

SECTION 256 authorizes a council to borrow a sum of money that a municipality is required to pay into court as security.

SECTION 257 provides that personal and real property of a municipality is exempt from forced seizure or sale, except as otherwise provided by this Act.

SECTION 258 provides that costs awarded to a municipality in a proceeding under the Act shall not be disallowed or reduced merely because the lawyer in respect of whose services costs are claimed is or was a salaried employee of the municipality.

SECTION 259 requires the Minister to initiate a review of the Act within 10 years after it comes into force, and to review it at least once in each ten-year period following.

SECTION 260 provides transitional measures to continue entities such as councils, boards, committees and commissions established under a former Act, or bylaws, resolutions or orders of a council made under a former Act, or licenses or permits issued by a council, that were validly in existence or in force on the coming into force of the Act. The section also formally adopts the Schedules to the Act.

SECTION 261 authorizes the Lieutenant Governor in Council to make regulations for the purposes of the Act.

SECTIONS 262 to 282 establish amendments to other Acts as specified in consequence of the coming into force of the Act.

SECTIONS 283 to 287 repeal the specified Acts.

SECTION 288 provides for the commencement of the Act.

BILL NO. 58

Municipal Government Act

<i>STAGE:</i>	<i>DATE:</i>
<i>1st Reading:</i>	November 30, 2016
<i>2nd Reading:</i>	
<i>To Committee:</i>	
<i>Reported:</i>	
<i>3rd Reading and Pass:</i>	
<i>Assent:</i>	

SIGNATURES:

Honourable H. Frank Lewis, Lieutenant Governor

Honourable Francis (Buck) Watts, Speaker

Clerk

Honourable Robert J. Mitchell
Minister of Communities, Land and Environment

GOVERNMENT BILL
