

 <b>Provincial Capital Commission</b> Wascana Centre   Government House	<b>PUBLIC PARTICIPATION POLICY</b>	
<u>Section:</u> Land Use and Development	<u>Policy #</u> 601	<u>Version#</u> 1
<b>Effective Date: March 8, 2021</b>		<b>Replaces: n/a</b>
<b>Approved By: Provincial Capital Commission, Board of Directors</b>		

## 1. Purpose:

The purpose of this policy is to establish guiding principles and standards for Public Participation activities within the decision making processes for the Provincial Capital Commission (Commission). The Public Participation activities will provide an opportunity for members of the public to participate in reviews and provide commentary to inform the Commission of public views regarding planning and development activity in the Capital Region.

Public Participation will assist community partners and the public to participate in constructive, open, and transparent processes for:

- a) Major Developments sponsored by the Proponent,
- b) Major Amendments to the *Wascana Centre – 2016 Master Plan* (Master Plan),
- c) the review and renewal of the Master Plan, and
- d) other initiatives and activities deemed of public interest by the Commission.

The policy establishes a framework for development and planning initiatives in the Capital Region that encourages Commission Administration, project proponents, stakeholders, and the public to consider new, innovative, and effective ways of raising community awareness and be engaged and take active part in providing input into initiatives affecting their Capital Region.

## 2. Scope:

This policy applies to the Board of Directors, Commission committees, Commission Administration, Proponents of Major Developments, stakeholders, and members of the general public who engage in Public Participation activities.

### 3. Policy:

#### Policy Statement

- 3.1. The Commission will ensure that all planning and development initiatives have broad public input and align with the Commission's vision, mission, and mandate with the public's perspective in mind. Public Participation provides the Commission with the ability to make informed decisions about current and future development within the Capital Region.

The Commission will obtain feedback from the public on the review and renewal of the Master Plan and for all Major Amendments to the Master Plan. Proponents will obtain feedback from the public for Major Developments and/or other Improvements or initiatives deemed of public interest by the Commission.

All Public Participation activities are guided by general principles and must meet specific standards. Provided these standards are met, the Public Participation process may vary for each Major Development or Major Amendment to the Master Plan.

#### Guiding Principles

- 3.2. Public Participation at the Commission is informed by several guiding principles. These principles guide Public Participation plans initiated by the Commission or by a Proponent of a Major Development. They include the following:
  - 3.2.1. *Transparent and Accountable*: Public Participation will be well-defined in terms of the public input to be gathered and the use of that input to guide decision-making; the results of Public Participation activities will be publicly accessible.
  - 3.2.2. *Provincial Perspectives*: Public Participation will incorporate a broad range of provincial perspectives—community-based, local, and regional—in the development process wherever possible.
  - 3.2.3. *Time Sensitive*: the public will be provided with adequate notice to participate in the engagement process and will be consulted early in the process to be considered in decision-making; public notice of decisions of the Commission will be shared without delay.
  - 3.2.4. *Meaningful*: Public Participation will be genuine and for the purpose of assisting the Commission in decision-making before final determinations are completed.
  - 3.2.5. *Inclusive and Accessible*: Public Participation will involve as broad a range of communities, stakeholders, and individuals as possible, especially those directly impacted by a decision, and will be accessible to individuals and groups, providing multiple methods for the public to participate.

- 3.2.6. *Mutually Respectful and Understandable*: Public Participation will be cooperative and aim to achieve a solid mutual understanding of the issues, goals, and expectations of all parties involved; it is recognized that Public Participation may not always end in agreement, however, the goal is to obtain a better understanding of all opinions.
- 3.2.7. *Consistent*: The Public Participation process will seek to be consistent for all Proponents; depending on the project, Public Participation plans may vary depending on the nature, size, and scope of the project.
- 3.2.8. *Innovative and Continuously Improving*: Public Participation initiatives will be continuously evaluated with the purpose of improving procedures and processes.

### Public Participation Standards

- 3.3. The Commission is guided by the International Association for Public Participation's (IAP2 – [www.iap2.org](http://www.iap2.org)) conceptual model for Public Participation (see Appendix A).
- 3.4. All Public Participation plans:
  - 3.4.1. involve multiple methods of Public Participation;
  - 3.4.2. provide opportunities for Public Participation at different stages of the review and approval process; and
  - 3.4.3. provide opportunities for innovative (e.g. online, virtual, etc.) and traditional (e.g., in-person, paper format, etc.) participation.
- 3.5. The Proponent of a Major Development or of an Improvement that requires Public Participation must:
  - 3.5.1. establish a Public Participation plan satisfactory to the Commission.
  - 3.5.2. pay for the costs for conducting Public Participation activities; and
  - 3.5.3. adhere to the approved Public Participation plan.
- 3.6. The Proponent's Public Participation plan approved by the Board will be monitored to ensure that the Proponent is compliant.
- 3.7. The Commission will create its own Public Participation plan for any review of a Major Amendment to the Master Plan or the review and renewal of the Master Plan.
- 3.8. Notice of Public Participation opportunities will follow Appendix B: Public Notice Standards.

### Exceptions

3.9. Exceptions to this policy may be approved by the Board in consultation with the Chief Executive Officer. The public will be notified of any exceptions made with a rationale on the Commission's website.

#### **4. Authority:**

This policy is established under the authority of *The Provincial Capital Commission Act* and the *Provincial Capital Commission Regulations*.

#### **5. Related Documents:**

- 601.1: Public Participation for Major Development Procedure
- 601.2: Public Participation for Master Plan Procedure
- 601.3: Public Participation Policy and Procedures Reference Manual