

Town of Yarmouth
POLICY & BYLAW REVIEW POLICY

Effective: February 9th, 2023
TOY 68



- 1.0** Generally, policies provide a framework in which decisions can be made and implemented by the Town of Yarmouth. By-laws establish the rules that govern our community within areas of our municipal jurisdiction. The Town of Yarmouth recognizes that regular scheduled review of policies and bylaws ensures that they reflect council’s intent, are appropriate and up to date.
- 2.0** This policy applies to all Town of Yarmouth policies and bylaws.
- 3.0** **DEFINITIONS**
- 3.1** Policy/Bylaw Owner – the person with overall responsibility for a policy and/or bylaw. They are responsible for ensuring that:
 - a. Appropriate consultations occur during development or review of the policy/bylaw;
 - b. A New or reviewed policy/bylaw is implemented, compliance is monitored and issues are recorded or resolved;
 - c. The policy/bylaw is given a comprehensive review at a minimum of every four years.
- 4.0** All Town of Yarmouth policies and bylaws will have a default review date every four. Policies and bylaws may be reviewed more frequently if the policy/bylaw owner or approving body believes a more regular review is required.
- 5.0** The Municipal Planning Strategy and Land-Use By-laws are subject to review on an eight (8) year cycle.

Clerk’s Annotation for Official Policy Book

Date of Adoption: February 9th, 2023

I certify that this ‘Policy & Bylaw Review Policy’ was adopted by Council as indicated above.

Town Clerk:

Date: