



# Right of Initiative to public consultations

## Form: Step 1

## Presenting a draft petition - Borough

### TO OBTAIN A PUBLIC CONSULTATION FROM YOUR BOROUGH

#### In summary

The Right of Initiative to public consultations allows citizens to obtain a public consultation from their borough on matters that, in their opinion, raise **important issues** for the community. **However, certain conditions apply.**

You must follow these steps:

- **Step 1: Your draft petition must be eligible** under the parameters of the Right of Initiative;
- **Step 2: Once its eligibility has been established, your petition must be signed by the required number of citizens.**

For matters concerning central city jurisdiction, use the form pertaining to the city.

#### Step 1: Presenting a draft petition

- Check to make sure that your project is eligible. Except for certain restrictions, all matters under borough jurisdiction may be the object of a request for public consultation under the Right of Initiative. The list provided hereunder shows the main objects excluded from the application of that right.

**You must obligatorily use the attached form entitled Form: Step 1 – Presenting a draft petition – Borough**

Only the form provided by the city may be used. No other form or petition or electronic signatures will be accepted.

■ Enter the required information;

The object of the public consultation request must be written in succinct and respectful language. The text must not be misleading or lead to confusion.

■ Have the form signed by 25 people aged 15 years and older, living within the territory of the borough in question;

■ Among the 25 signatories, designate three people as group representatives, including one as contact person;

■ Submit your completed draft petition to your borough office;

■ **The person responsible will give you a receipt acknowledging your submission.**

If you have any questions, call your borough office by dialing 311.

The contact person designated by the group will be informed by the person responsible from the borough of the eligibility of your draft petition within 15 days of its filing.

If your project is deemed eligible, you may proceed to Step 2 upon publication of a notice by the borough, at which time a 90-day period begins to collect the required number of signatures from people aged 15 years and older living within the territory of the borough. You must obligatorily use the form provided by the city:

**Form: Step 2 – Collecting signatures on the petition – Borough.**

Depending on the borough, the number of signatures required is 5% of the number of people aged 15 years and older living within the territory of the borough **or** a maximum of **5000**. The form for Step 2 indicates the number of signatures required for each borough.

If the project is deemed ineligible, it may be presented again, where appropriate, once the required changes have been made to it. You will again need to collect 25 supporting signatures.

### **By-law**

The *By-Law concerning the Montréal Charter of Rights and Responsibilities* and the *Right of Initiative* (05-056) sets out the conditions for the application of the Right of Initiative to public consultations.

For information: [ville.montreal.qc.ca/right-initiative](http://ville.montreal.qc.ca/right-initiative)

### **Main subjects excluded from the Right of Initiative**

A draft petition will be ineligible if the requested public consultation concerns, for example:

- the sharing of powers, the governance, or the status of the city;
- administrative organization or contract management;
- the budget, fees, or taxes;
- a planning project for which a public consultation or referendum approval is already required by law;
- a matter already submitted for public consultation within the previous three years;
- a call for tenders, pending or completed, or for which a contract has already been awarded;
- a matter pending before the court or that was the object of a judgment or an out-of-court settlement.

**Available documents:** [ville.montreal.qc.ca/right-initiative](http://ville.montreal.qc.ca/right-initiative)

- Pamphlet *Right of Initiative to public consultations – Take the initiative to obtain a public consultation*
- Summary *Right of Initiative to public consultations – Take the initiative to obtain a public consultation*
- Map – Montréal and its boroughs (in French)
- Official forms
  - Step 1 – Presenting a draft petition – Borough
  - Step 1 – Presenting a draft petition – City
  
  - Step 2 – Collecting signatures on the petition – Borough
  - Step 2 – Collecting signatures on the petition – City
- List of excluded subjects
- *By-law concerning the Montréal Charter of Rights and Responsibilities and the Right of Initiative (05-056)* setting out the conditions for application of the Right of Initiative to public consultations
- Table: Number of signatures required by borough

## The Montréal boroughs

### NAME

Ahuntsic-Cartierville  
Anjou  
Côte-des-Neiges–Notre-Dame-de-Grâce  
Lachine  
LaSalle  
Le Plateau-Mont-Royal  
Le Sud-Ouest  
L'Île-Bizard–Sainte-Geneviève  
Mercier–Hochelaga-Maisonneuve  
Montréal-Nord  
Outremont  
Pierrefonds-Roxboro  
Rivière-des-Prairies–Pointe-aux-Trembles  
Rosemont–La Petite-Patrie  
Saint-Laurent  
Saint-Léonard  
Verdun  
Ville-Marie  
Villeray–Saint-Michel–Parc-Extension

## La Ville de Montréal et ses arrondissements au 1<sup>er</sup> janvier 2006



# Right of Initiative to public consultations

**Form:**

## Step 1 – Presenting a draft petition - Borough

We request that the borough of \_\_\_\_\_  
hold a public consultation on the following subject:

We believe that this public consultation is in the interest of the community for the following reasons:

**Have the draft petition signed by 25 people aged 15 years and older, living within the territory of your borough.**

**Among the 25 signatories, designate three people as group representatives, including one as contact person.**



**Among the 25 signatories, these three people are designated as group representatives:**

Name: \_\_\_\_\_

Telephone : \_\_\_\_\_ E-mail: \_\_\_\_\_

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Among the above three names, this person is designated as contact person:

Name: \_\_\_\_\_

**We, the undersigned, support the project as set forth on page 1.**

**Borough:** \_\_\_\_\_

<b>GIVEN NAME AND FAMILY NAME</b> PLEASE PRINT	<b>COMPLETE HOME ADDRESS</b> PLEASE PRINT <i>(Only addresses within the territory of the borough are valid)</i>	<b>I SOLEMNLY DECLARE THAT I AM 15 YEARS OF AGE OR OLDER AND THAT I LIVE WITHIN THE TERRITORY OF THE BOROUGH.</b>  <b>Signature</b>
e.g. NAOMI LOCAL	10822 DE LA PARTICIPATION MONTRÉAL H1H 2X1	<i>Naomi Local</i>
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

**We, the undersigned, support the project as set forth on page 1.**

**Borough:** \_\_\_\_\_

<b>GIVEN NAME AND FAMILY NAME</b> PLEASE PRINT	<b>COMPLETE HOME ADDRESS</b> PLEASE PRINT <i>(Only addresses within the territory of the borough are valid)</i>	<b>I SOLEMNLY DECLARE THAT I AM 15 YEARS OF AGE OR OLDER AND THAT I LIVE WITHIN THE TERRITORY OF THE BOROUGH.</b>  <b>Signature</b>
e.g. NAOMI LOCAL	10822 DE LA PARTICIPATION MONTREAL H1H 2X1	<i>Naomi Local</i>
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		