

BY-LAW NUMBER 2007-64

THE CORPORATION OF THE TOWNSHIP OF RIDEAU LAKES

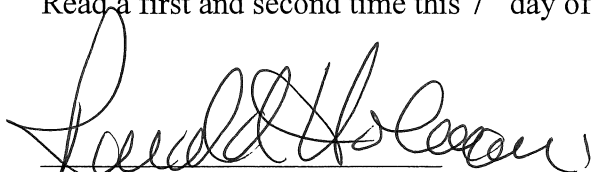
BEING a By-Law to adopt a Policy Statement entitled "Giving of Public Notice"

WHEREAS it is deemed necessary to establish a Policy Statement entitled "Giving of Public Notice".

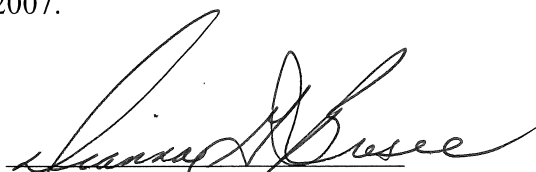
NOW THEREFORE the Council of The Corporation of the Township of Rideau Lakes enacts as follows:

1. That the Policy Statement as noted herein, be approved and adopted.
2. That any other By-Laws, Resolutions, Motions, Actions of Council that are in contravention of this By-Law are hereby repealed.

Read a first and second time this 7th day of August 2007.

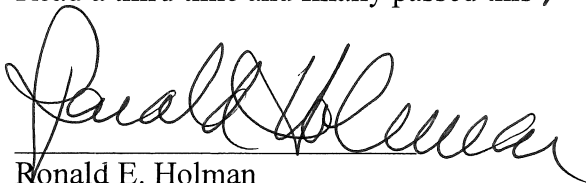


Ronald E. Holman
Mayor

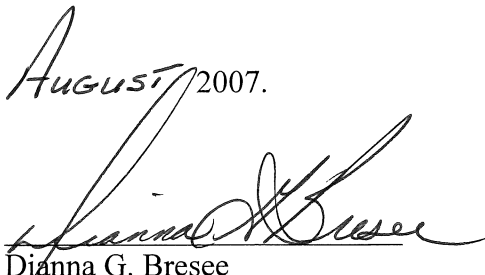


Dianna G. Bresee
Clerk

Read a third time and finally passed this 7th day of August 2007.



Ronald E. Holman
Mayor



Dianna G. Bresee
Clerk

TOWNSHIP OF RIDEAU LAKES

POLICY STATEMENT

SUBJECT: GIVING OF PUBLIC NOTICE

SITUATION:

Sections of the Municipal Act, 2001, S.O., c.25 as amended (herein referred to as "the Act"), require a Municipality to give Notice to the Public generally of its intention to pass certain By-Laws, of the holding of certain required Public Meetings, and of other matters.

POLICY:

It shall be the Policy of the Township of Rideau Lakes that Notice shall be given to the Public in the following manner:

PROCEDURE:

1. Where the Township is required to give Notice to the Public under a provision of the Act, the Notice shall be given in a form and manner and at the times indicated in this Policy, unless:
 - a) The Act, another Act or a Regulation prescribes otherwise for the Notice to the Public;
 - b) The requirements for Notice to the Public are prescribed in another By-Law; or
 - c) Council directs that other Public Notice is to be given that Council considers adequate to give reasonable notice under the provision.

2. Application:

This Policy does not apply to Notices that are otherwise provided for in Procedural By-Law Number 2006-127, including a Notice of Motion that deals with the giving of Public Notice.

3. Notice to the Public:

The following are general requirements for giving Notice to the Public by the Township of Rideau Lakes.

A) The Notice shall be published once in a newspaper of general circulation and on the website of the Township of Rideau Lakes.

B) The Notice given under Subsection a) shall contain the following information:

- i) A general description of the matter;
- ii) The date, time and location of the meeting;
- iii) Where the purpose of the meeting or proposed By-Law is related to specific lands, a legal description of the subject lands will be included in the notice;
- iv) The name and address of the person who will receive written comments on the *issue, which is the subject of the meeting* and the deadline for receiving such comments.

- C) If the matter is deferred at the Committee of the Whole or Council Meeting, no additional Notice is required, except where the Act provides otherwise.
 - D) If the matter is considered at a subsequent Committee of the Whole or Council Meeting, no additional Notice is required, except where the Act provides otherwise.
4. Notice to the Public generally for the following matters shall be given in accordance with the requirements as set out in the Act;
- a) For permanently closing a highway.
 - b) For permanently altering a highway, if the alteration is likely to deprive any person of the sole means of motor vehicle access to and from the person's land over any highway.
 - c) Designating a highway as a controlled-access highway and prohibiting the construction or use of a private road, entrance, gate or other structure as a means of access to the highway.
 - d) Naming a highway or changing the name of a highway, a Municipality shall give Public Notice of its intention to pass the By-Law.
 - e) To name or change the name of a private road.
 - f) Respecting advertising devices, including signs.
 - g) To change the composition of Council.
 - h) To divide or re-divide the Municipality into Wards or dissolve the existing Wards.
 - i) A procedure By-Law.
5. The following rules apply to Public Notice of Council's intention to adopt or amend a budget, as required under the Act:
- a) Notice of intention to adopt a budget shall be given in accordance with the requirements in Section 1 of the Council Meeting at which the matter will be considered.
 - b) If a proposed amendment to a budget will result in a change to the total tax-supported net levy or a change to any property tax rate, Notice to the Public shall be given in accordance with the requirements in Section 1 of the Council Meeting at which the matter will be considered.
 - c) If a proposed amendment to a budget does not affect the tax supported net levy or property tax rates, adequate Notice is given to the Public by the schedule of Council Meetings as posted on the website for the Township and other Council agenda information provided to the Public.
6. If a matter arises, which in the opinion of the Chief Administrative Officer, in consultation with the Mayor, is considered to be of an urgent or time sensitive nature, or which could affect the health or well-being of the residents of the Township of Rideau Lakes, or if a State of Emergency is declared, or is so advised by a Provincial Ministry, the notice requirements of this Policy may be waived and the Clerk shall make best efforts to provide as much notice as is reasonable under the circumstances.