

CITY OF WELLAND

POLICY

Policy Title: Providing of Public Notice	
Date of Approval: November 27, 2007	Policy Number: GOV-001-0006
Lead Role: Council	Support Role:
Cross Reference: By-law 2013-127	Next Review Date:
Council File Number: 02-160; 02-172	Revision Date: September 10, 2013

Policy Statement:

Section 270(1) of the *Municipal Act, 2001*, as amended, provides in part that a municipality shall adopt and maintain a policy setting out the circumstances in which the municipality shall provide notice to the public, and if notice is to be provided, the form, manner and times notice shall be given.

"Public Notice" means a notice required to be given by the Corporation for the public's awareness and opportunity to express comment or take action regarding an action being contemplated by the Corporation where By-law 2013-127 or other City by-laws or policies or Provincial legislation or regulation determine such notice be given.

In accordance with Section 270(1) of the *Municipal Act, 2001*, Public Notice shall consist of publication of notice on the City of Welland website at least seven (7) days prior to the date of passage of the by-law.

Public Notice shall be given where prescribed by the *Municipal Act*.

Public Notice shall provide the date, time and location as well as the purpose of the meeting for which public notice is required.

Public Notice shall be given by the municipality in the following circumstances:

- (i) lower tier highway stop-up, closing and sale, as per by-law 2004 - 37;
- (ii) naming of highways;
- (iii) naming of private roads;
- (iv) sale of lands declared surplus by the Corporation, as per by-law 2004 - 37;
- (v) advertising devices, including signs;
- (vi) adopting the budget and budget amendments; and
- (vii) imposing user fees and charges.

Where Public Notice is required by other legislation or regulations or by-law, said legislation, regulation, or by-law shall prevail.

By-law 2013-127 comes into full force and takes effect on September 10, 2013.