

Title PUBLIC NOTICE OF COUNCIL AND POLICY NO. 2
COUNCIL COMMITTEE MEETINGS

Legislation Reference Municipal Government Act, Sections 195-196

Purpose

To provide procedures for public notice of council and council committee meetings.

Policy Statement and Guidelines

The Municipal Administrator will prepare a public notice for each council and council committee meeting.

The notice will include:

- the name of the body which is meeting.
- the date, time, location of the meeting.
- a general description of the purpose of the meeting.
- where to direct inquiries regarding the meeting.
- the date of posting the notice.

Notice of a council or council committee meeting will be posted in the Village Office.

In addition to the official notice, informal notice of a meeting may be provided through other types of media.

Date November 17/97 Resolution Number 130/97


MAYOR


ADMINISTRATOR