



## THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE

**Subject:** Notice By-law Amendment

**Report Number:** Clerk's-2020-02

**Meeting Date:** Monday, March 2, 2020

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**Recommendation:** THAT Council approve the amendments to the Notice By-law as set out in Report Clerk's-2020-02 presented March 02, 2020.

**Date to be considered by Council:** Monday, March 9, 2020

**Report Summary:**

The Municipality's Notice By-law No. 2008 - 126 sets out that the Municipality will provide notice of matters to be considered by Council, in the Committee of the Whole section of the meeting. This notice is to be provided via the Municipality's website and local newspapers. During the 2020 budget deliberations, Staff recommended elimination of the advertising in the newspapers. This change was accepted by Council and incorporated into the financial estimates in the budget. As a result, the Notice By-law must be amended to reflect this change. In addition to the above change, some additional notice requirements are being recommended. A draft by-law reflecting the modifications forms part of the report.

**Origin:** 2020 Budget

**Existing Policy:** Notice By-law No. 2008 - 126

**Background/Analysis:**

The requirement for a notice by-law has been in place since 2003. At one point in time, the *Municipal Act* was very prescriptive in the requirements for providing notice to the public. However, in 2007, legislation was proclaimed which altered many of the prescribed notice requirements and provided municipalities with the opportunity to set out their own method of notice outlining when and under what circumstances public notice would be given. In response, the Municipality updated their Notice By-law and passed By-law No. 2008 - 126. This by-law sets

out that a list of the Committee of the Whole agenda items for the upcoming meeting will be listed in the newspapers and on the municipal website.

As part of the 2020 Budget deliberations, Council decided to eliminate the newspaper advertising of this notice. In order to implement this change, amendments to the Notice By-law are required to remove the newspaper requirement. Notice will still be posted on the municipal website. A draft by-law has been prepared for this purpose and is attached.

In addition to the above noted change, Staff are recommending additional notice requirements for specific items, including change of name of municipality, change of composition of council, establishment/dissolution of wards. These matters deal with the governance model of the Municipality and are of prime importance to the public. Therefore, additional notice efforts and requirement for a public meeting are warranted.

The draft by-law also sets out requirement to publish notice of special meetings, both in the newspaper and on the municipal website, where time permits. This has been the practice, however, inclusion in the by-law formalizes the need to do so.

**Community Plan and Integrated Community Sustainability Plan (ICSP)**

**Considerations:** n/a

**Financial Implications:** As identified during 2020 budget deliberations, this will reduce advertising costs by approximately \$12,000 savings annually.

**Attachments:** Draft Notice By-law