

**RESORT VILLAGE OF KANNATA VALLEY  
PUBLIC NOTICE BYLAW  
BYLAW 69**

***The Council of the Resort Village of Kannata Valley in the Province of Saskatchewan enacts the following articles and provisions:***

**PURPOSE**

1. The purpose of this bylaw is to establish a municipal policy regarding minimum public notice requirements for municipal events.

**DEFINITION OF TERMS**

2. The following definitions and the definitions contained in the Act apply to this Bylaw

Act	the Municipalities Act and amendments thereto
Administrator	the person appointed by council to perform defined administrative functions.
Administrative Authority (AA):	the Government of Canada and/or the Government of Saskatchewan.
Local Authority (LA):	the Council of the Resort Village of Kannata Valley
Municipality	the Resort Village of Kannata Valley
Council	the elected mayor and four elected councillors of the Resort Village of Kannata Valley
Councillor	an elected member of council other than the mayor
Owner	the person(s) or corporation listed as owner of private property in the municipality
Occupant	the person(s) using property in the municipality as owner or leaseholder
Ratepayer	the owner(s) of property in the municipality
Resident	an occupant of property being used as a permanent residence
Clear days	the number of calendar days, including the day of original posting, publishing or mailing but excluding the day of the event or deadline date.
Affected Parties	those members of the public who are uniquely affected by a matter under consideration
Notice	notice given to the general public in a manner described in this bylaw
Public Notice Board (PNB)	a structure on public land in the municipality used to display information for public viewing

**PUBLIC NOTICE DELIVERY**

3. Public notice shall be deemed to have been given **to the general public** by posting a notice of the proposed event on the municipal notice board.
4. Public notice shall be deemed to have been given **to affected parties** by any one of the following actions:
  - a) posting a notice of the proposed event on the municipal notice board;
  - b) delivering a notice by ordinary mail to the affected parties (5 days delivery)
  - c) delivering a notice in person to the affected party or member of his/her household (1 day)
  - d) depositing a notice in a mail receptacle at the address of the affected party (1 day)

**TWENTY ONE (21) DAYS OF PUBLIC NOTICE**

5. Twenty one (21) clear days of public notice must be given to affected parties when council intends to initially consider amending or repealing a resolution or bylaw where:
  - a) the resolution or bylaw was passed as a result of a vote of the ratepayers,
  - b) at least three years have passed from the date that bylaw or resolution was passed **and**
  - c) a vote of the ratepayers is not being held regarding the proposed current action.

**SEVEN (7) DAYS OF PUBLIC NOTICE**

6. Seven (7) clear days of public notice must be given to the public before council initially considers matters to:
  - a) prohibit or limit the number of businesses;
  - b) permanently close or block off a street;
  - c) impose a special tax;
  - d) determine the use of any excess revenue from a special tax;
  - e) sell municipal lands or buildings;
  - f) borrow money, lend money or guarantee the repayment of a loan;
  - g) establish a purchasing policy;
  - h) set remuneration policy for council, committee members and other bodies established by council;
  - i) change the number of councillors on council;

- j) amend or repeal a bylaw for which public notice was a requirement at the time the bylaw was passed;
- k) to discuss any matter where holding a public hearing is required under the Act;
- l) to discuss matters that were discussed previously at a public meeting held as a result of a petition signed by the required number of electors.

**TWENTY FOUR (24) HOURS OF PUBLIC NOTICE**

7. Twenty four (24) hours of public notice must be given to the public before the following events:
- a) The date, time and place of the first meeting of an newly elected council;
  - b) The date, time and place of the first meeting of a council, committee or “other body”;
  - c) A change in the date, time and place of any subsequent regular council, committee or “other body” meetings;
  - d) The date, time and place of a special council meeting;
  - e) The cancellation of a council or committee meeting (except for lack of a quorum at a meeting).

**NOTICE REQUIREMENTS FOR SUBSEQUENT MEETINGS**

8. The notice requirements provided for in this bylaw shall only be applied when Council initially considers a matter. For purposes of clarity, unless otherwise directed by Council, no notice, including notice to affected parties, is required to be given of any subsequent meeting of Council at which the matter will be considered.

**ADVERTISING IN THE SASKATCHEWAN GAZZETTE**

9. The municipality shall annually publish in the Gazette that assessment notices have been sent to affected parties and the last date on which appeals may be lodged against assessments.

**OTHER PUBLIC NOTICES**

- 10. The municipality shall post on the public notice board the minutes of the most recent meetings of council for a period of 30 days following the date of council approval.
- 11. The municipality shall post on the public notice board a notice calling for nominations to fill council positions 30 days prior to Nomination Day.
- 12. The municipality shall post on the public notice board an annual drinking water compliance report in compliance with “Municipal Drinking Water Quality Monitoring Guidelines – EPB 202”.

**ADMINISTRATOR RESPONSIBILITIES**

13. The administrator shall ensuring compliance with this bylaw and may at his/her absolute discretion:
- a) Refuse to place any item on the agenda of a council meeting where there has been substantive non-compliance with the notice requirement of this bylaw or the Act
  - b) Place any item on the agenda of council meeting with a caution to members that the matter should be tabled pending full compliance with the notice requirements of this bylaw or the Act

**SEVERABILITY**

14. A decision of a Court that one or more provisions of this Bylaw are invalid in whole or in part does not affect the validity, effectiveness or enforceability of the other provisions or parts of the provisions of this Bylaw

**EFFECTIVE DATE**

15. This bylaw comes into force and takes effect immediately after having received third reading.

Resolution R16/06, first reading of Bylaw 69, “CARRIED” at the March 22, 2006 regular council meeting  
 Resolution R17/06, second reading of Bylaw 69 “CARRIED” at the March 22, 2006 regular council meeting.  
 Resolution R53/06, third reading of Bylaw 69 “CARRIED” at the April 17, 2006 regular council meeting.

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 Mayor: Bob Gordon

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 Administrator: Arnold Flegel