

Summer Village of Ghost Lake PUBLIC NOTIFICATION POLICY

OBJECTIVE

The Ghost Lake Council is committed to communicating information to the community in an efficient, cost-effective and consistent manner. Communicating more effectively with our residents is reflected in Council’s goal that *“The community will be consulted, engaged and kept informed of Council’s activities”*.

To achieve this goal, this policy sets down a framework that Council will use for communicating public information to the community. It also provides property owners with a point of reference to obtain information on Council matters

POLICY

1. This policy shall be utilized wherever Council has a need to advertise information to the community.

2. Council will notify the community of the appropriate place to find information as per the table set out below.

Information	Notification Method	Legislation
Land Use Bylaw Changes	Written notification of public hearing mailed to all residences in the Summer Village (district changes to bylaw – also a letter written to each affect owner listed on assessment roll with details of change)	Mandatory Municipal Government Act
	Post on Notice Board	Council
	Post on Website	Council
Council Minutes & Agendas	Post on Website	Council
Council Meeting Notice	Post on Notice Board (unless waiver signed)	Mandatory Municipal Government Act
	Post on Website (unless waiver signed)	Council
	Newsletter (if newsletter is published prior to meeting and date is confirmed)	Council
Council Nomination & Election Notices	Written notice mailed to all residences in Village	Mandatory Local Authorities Election Act
	Post on Notice Board	Council
	Post on Website	Council

Summer Village of Ghost Lake PUBLIC NOTIFICATION POLICY

Summer Employment Opportunities	Newsletter	Council
	Post on Notice Board	Council
Development Applications Notice of Decision Approval	Mailed to applicant, adjacent landowners	Land Use Bylaw
	Post on property	Land Use Bylaw
	Post on Notice Board	Land Use Bylaw
Resource Activity Notification		
Inside Village boundaries	Notification from resource company	
Outside Village boundaries (within circulation area)	Newsletter	Council
Subdivision Applications Inside Village	Mail to applicant and adjacent landowners	Mandatory Municipal Government Act
Subdivision Applications Outside Village <i>(when Council circulated with notice of subdivision)</i>	Post on Notice Board	Council
	Post on Website	Council
Statutory Planning Documents Inside Village	Written notification of public hearing mailed to all residences in the Summer Village (district changes to bylaw – also a letter written to each affect owner listed on assessment roll with details of change)	Mandatory Municipal Government Act
	Post on Notice Board	Council
	Post on Website	Council
Statutory Planning Documents Outside Village <i>(When Council circulated with notice)</i>	Post on Notice Board	Council
	Post on Website	Council
Fall/Spring Clean Up	Newsletter	Council
	Post on Notice Board	Council
	Post on Website	Council

Summer Village of Ghost Lake PUBLIC NOTIFICATION POLICY

Development Proposals – outside Village <i>(When Council contacted by Developer or Government body)</i>	Post on Notice Board	Council
	Post on Website	Council
Road Closures	Local Newspaper	Mandatory Municipal Government Act
Shoreline and Breakwater work	Local newspaper	Mandatory Water Act
Spraying Weeds		
Initial Notice (no dates)	Newsletter	Council
Specific Dates	Roadside Sign, Notice Board Phone call to residents that filed name and phone number requesting notification	Council
Specific Locations	Curb side Signs (except spot spraying, then general signage)	Council
Community Information – <i>(topical relevant local information)</i>	Newsletter	Council
	Post on website	Council
Major Initiatives of the Council <i>(other than shoreline work)</i>	Newsletter	Council
	Post on website	Council
Fire Ban	Post on Notice Board	Council
	Sign at entrance to Village	Council
Disposal of Municipal Reserves – requires public hearing	Mail to all names on assessment roll	Mandatory Municipal Government Act
	Newsletter	Council
	Post on website	Council

Adopted by Council on the 17th of September, 2007.