



**CORPORATION OF THE TOWN OF INGERSOLL
BY-LAW NO. 08 - 4430**

BEING A BY-LAW TO ESTABLISH A PUBLIC NOTICE POLICY

WHEREAS Section 270 (1) of the Municipal Act, 2001, S. O. 2001, c. 25, makes provision in part, that Municipalities adopt and maintain policies for circumstances in which the Municipality shall provide notice to the public, including the form, manner and times notice shall be provided;

AND WHEREAS sections of the Municipal Act 2001, S.O. 2001, c.25, require a municipality to give notice to the public generally of its intention to pass certain by-laws, notice of the holding of certain required public meetings and notice of other matters;

AND WHEREAS Section 8 (1) of the Municipal Act, 2001, S. O. 2001, c. 25 provides in part that the powers of a municipality under the Municipal Act shall be interpreted to enable the municipality to govern its affairs as it considers appropriate;

AND WHEREAS it is deemed advisable to establish a public notice policy;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF INGERSOLL ENACTS AS FOLLOWS:

1. In this By-law;
 - a) “Municipality” shall mean The Corporation of the Town of Ingersoll
 - b) “newspaper” shall have the same meaning of newspaper in Subsection 29 (1) of the Interpretation Act, as amended from time to time, which presently reads as follows: “a printed publication in sheet form, intended for general circulation, published regularly at intervals of not longer than a week, consisting in great part of news of current events of general interest and sold to the public and regular subscribers”.
 - c) “Corporation of Town of Ingersoll web site” shall mean the official Municipality of Ingersoll internet web site.
 - d) “Notice to the Public” or “Public Notice” shall mean notice given to the public generally, but does not include notice given only to specified persons.

- e) “Public Notice” shall mean the page where notices are posted on the Ingersoll website.

2. **Manner of Notice**

- (a) WHERE the municipality is required to give public notice pursuant to a provision of the Municipal Act, or where Council deems it appropriate to prescribe notice, notice shall be given in a form and manner indicated as shown on Schedule “A” attached.
- (b) A public notice given under the provisions of 2 (a) of this by-law, utilizing the Municipal website, shall be sufficient even if the Town of Ingersoll website is not accessible at all times during the public notice posting period.
- (c) NOTWITHSTANDING the provisions of this by-law to the contrary, clause 2(a) shall not be applicable where:
 - (i) the Municipal Act, or another Act or regulation prescribe specific notice requirements, or
 - (ii) the Council for the Town of Ingersoll directs that public notice be given in the manner different from the public notice provisions of clause 2 (a).

3. **Form of Notice**

- (a) Unless otherwise prescribed in the Act or its regulations, where notice of intention to pass a by-law or notice of public meeting is required to be given, the form of the notice shall include the following information:
 - (i) a general description of the purpose of the matter; and
 - (ii) where the matter relates to a defined location, sufficient particulars of the location such as a key map, municipal address or legal description; and
 - (iii) the date, time and location of the meeting
 - (iv) instructions for obtaining additional information.
- (b) If a matter is deferred at a Council meeting or if a matter is considered at a subsequent Council meeting, no additional public notice shall be required, except where the Municipal Act, other Provincial Statute provides otherwise, or if the Ingersoll Council directs that additional notice be given.
- (c) If the matter is considered at a subsequent Committee of the Whole or Council Meeting, no additional notice is required, except where the Municipal Act or other Provincial Statute provides otherwise.

(d) The public notice requirements of this by-law are minimum requirements and Council, Clerk or designate are authorized to provide additional public notice if reasonable and necessary and necessary in the circumstances.

(e) No public notice shall be required under the provisions of this by-law where the Council is authorized by the Municipal Act to consider a matter in a meeting closed to the public.

4. **Emergency Notice**

(a) The public notice requirements of this by-law may be waived by the Mayor or designate in consultation with the Clerk or designate where a matter is considered to be of an urgent or emergency nature affecting the health, safety and well being of the residents of the Town of Ingersoll and best efforts shall be made to provide as much notice as is reasonable under the circumstances.

5. **Effective Date**

(a) This by-law shall come into force and effect on the day that it is passed.

READ a first and second time in Open Council this 9th day of June, 2008.

READ a third and finally passed in Open Council this 9th day of June, 2008.

Paul Holbrough, Mayor

Elaine Clark, Clerk

**NOTICE REQUIREMENTS UNDER THE MUNICIPAL ACT, 2001, S.O. 2001
SCHEDULE 'A' TO BY-LAW NO. 08-4430**

NOTICE CLASSIFICATION:

- Class # 1** **Personal Notice to Individual or a Limited Number of People and/or to required Agencies and/or other levels of government** – sent by mail (may be sent pre-paid registered mail) to the last known address or hand delivered. Notice of tax related matters will be sent to school boards, MPAC and/or other levels of governments as appropriate. Included on agenda published prior to the meeting and posted on the website.
- Class # 2** **Advertisement/notice** published in a newspaper having regular publication and is sold to the public and subscribers. Notice shall be placed at least 14 days prior to the passing of the By-law and may include a 2nd notice, unless otherwise required by the applicable legislation, whichever is greater. Posted on the website (www.ingersoll.ca)
- Class # 3** **Advertisement/notice** published on the Municipal website and posted on the Municipality's website at www.ingersoll.ca.
- Class # 4** **Advertisement/notice** published on the Municipal Website. No Statutory requirement associated.
- Class # 5** **Notice** included on Agenda published prior to the meeting and posted on the Town's website.

Municipal Act Part/Section	Subject Matter	Basic Requirement	Notice Class
34(1) 34(2) deleted from Municipal Act See Section 27(1)	Highway closing and Alterations – Permanent	No Statutory requirement for Notice Advertisement/notice published in a local newspaper having regular publication and is sold to the public and subscribers, once per week for two consecutive weeks. Included on the website	#2 14 days notice
47 deleted from Municipal Act. See Section 27(1)	Naming of Highway	No Statutory requirement for Notice Municipality shall give public notice of intent to pass by-law by newspaper advertisement at least 14 days prior to passing the by-law and/or declared at an open Meeting of Council that the subject will be placed on the next regularly scheduled meeting on Council and posted on the website	#3
48 deleted from Municipal Act See Section 27(1)	Naming of Private Roads	No Statutory requirement for Notice Municipality shall give public notice of intent to pass by-law by newspaper advertisement at least 14 days prior to passing the by-law and/or declared at an open Meeting of Council that the subject will be placed on the next regularly scheduled meeting on Council and posted on the website	#3
99	Municipal By-law respecting Advertising Devices	No Statutory requirement for Notice Municipality shall give public notice of intent to pass by-law by newspaper advertisement at least 14 days prior to passing the by-law and/or declared at an open Meeting of Council that the subject will be placed on the next regularly scheduled meeting on Council and posted on the website	#3
210	Powers to establish Business Improvement Areas	Statutory Requirement Before passing a by-law to establish an area as an improvement area- subsection 204 (1), to set a levy upon rateable property in the improvement area – clause 208(2) b), subsection 208 (3) or to alter the boundaries of the improvement area – subsection 209, notice of the proposed by-law shall be sent by pre-paid mail to the board of management of the improvement area, if any, and to every person who, on the last returned assessment roll, is assessed for rateable property that is in a prescribed business property class which is located (a) where the improvement area already exists, in the improvement area and (b) where a new improvement area would be created by the proposed by-law, in the proposed improvement area.	#1

Municipal Act Part/Section	Subject Matter	Basic Requirement	Notice Class
211	Business Improvement Areas – Repeal of by-law	Statutory Requirement – (1) Council shall give notice in accordance with subsection 210 (1) of a proposed by-law to repeal a by-law under subsection 204 (1) if the municipality has received (a) a resolution from the board of management requesting the repeal, or (b) a request for the repeal signed by persons who are responsible for at least one-third of the taxes levied for the purposes of the general local municipal levy on rateable property in all prescribed business property classes in the improvement area	#1 within 60 days of receiving the resolution or request.
216 – entire section repealed	Dissolution of Local Boards	No statutory requirement for Notice. Before passing a by-law the municipality shall give notice to the local board	#1
217	Council composition	No Statutory Requirement for Notice. Before passing a by-law the municipality shall give notice of the intention to pass the by-law and hold at least one public meeting to consider the matter	#3 At least 1 public meeting
Part VI, Section 238	Procedure By-law Notice	No Statutory Requirement for Notice. Before passing a procedural by-law for governing the calling, place and proceedings of meetings, the municipality shall give notice by declaring at an open Meeting of Council that the subject will be placed on the next regularly scheduled meeting of Council and posted on the municipality’s website	#3
Section 251 (This section is flagged for repeal when the proclamation is made by the Lt. Gov.	Notice – not otherwise specified	Statutory Requirement for notice. Where the municipality is required to give notice under the Municipal Act, except as otherwise provided, the municipality shall give notice in a form and manner that Council considers adequate to give reasonable notice under the provision	#4 minimum notice for publication #1 minimum 7 days for written notice
Section 268 deleted	Sale of surplus land	No Statutory requirement for Notice. Notice provisions established by the Municipality By-law for the disposition of surplus land	Provisions in the By-law
Part VII, section 291 (1)	Adopt or amend Budget	No Statutory Requirement for Notice to pass budget under provisions of Section 290. Municipality shall give notice of its intention to adopt or amend the budget at a council meeting specified in the notice.	#3
295	Publication of Financial Statement	Statutory requirement. (1) Within 60 days after receiving the audited financial statements of the municipality for the previous year, the Treasurer of the municipality shall publish in a newspaper having general circulation in the municipality a copy of the audited financial statements, the notes to the financial statements, auditor’s report and tax rate information for the current and previous year as contained in the financial review, or a notice that the information described previously will be made available at no cost to any taxpayer or resident of the municipality upon written request	#3

Municipal Act Part/Section	Subject Matter	Basic Requirement	Notice Class
297	Auditor's right to attend	Statutory Requirement. The auditor is entitled to receive all notices relating to any meeting of Council or Council Committees, that any member is entitled to receive and to make representations at that meeting on any matter that concerns him or her as auditor	#1
299	Information Municipal Operations	Statutory Requirement. Municipality includes local boards. (3) Provide prescribed information to Minister at times and in manner and form designated by Minister and (4) publish such information designated by the Minister at times and in manner designated by the Minister but in manner and form determined by the municipality.	Prescribed by the Minister
Section 300 deleted	Improvements in service	No Statutory requirement for Notice. Section 300 was deleted in its entirety. Notice to the public of improvements in the efficiency and effectiveness of the delivery of services by the municipality and its local boards, the barriers identified by the municipality and its local boards to achieving improvements in the efficiency and effectiveness of the delivery of services by them.	#4
342	Tax Instalments	Statutory requirement for Notice. The use by a taxpayer of the alternative instalments and due dates under the clause (1)(b) ceases if the taxes of the taxpayer are unpaid after the due date and the Treasurer gives written notice to the taxpayer that the alternative instalments and due dates may no longer be used.	#1 21 days written notice
341(1)	Tax Bill	Statutory Requirement. The Treasurer shall send a tax bill to every taxpayer at least 21 days before taxes shown on the tax bill are due.	#1 21 days written notice
348	Tax Status	Statutory Requirement for Notice. The Treasurer shall by February 28 th in each year determine the position of every tax account as of December 31 st of the preceding year, and on making the determination, the Treasurer shall send to every taxpayer who owes taxes from the preceding year a notice of those taxes and of the related late payment charges and said notice may take the form and be sent with the tax bill.	#1 21 days written notice
350	Tenant Obligations	Statutory Requirement for Notice. Where taxes are owed in respect of any land occupied by a tenant, the Treasurer may give the tenant notice in writing requiring the tenant to pay the rent in respect of the land to the Treasurer as it becomes due up to the amount of the taxes due and unpaid plus costs, and the tenant shall comply with this notice.	#1 21 days written notice
351(8)	Seizure of Assets	Statutory Requirement for Notice. (8) The Treasurer or the Treasurer's Agent shall give the public notice of the time and place of the public auction and the name of the person whose personal property is to be sold.	#1 and #3

Municipal Act Part/Section	Subject Matter	Basic Requirement	Notice Class
351(14)	Priority after Notice	Statutory requirement for Notice. (14) The Treasurer shall give notice of the amount for taxes to a sheriff, bailiff, assignee, liquidator, trustee or licensed trustee in bankruptcy, as appropriate.	#1
356	Division into parcels	Statutory requirement for Notice. (4) On or before September 30 of the year following the year in which the application is made, Council shall (a) hold a meeting at which the applicants and owners of any part of the land may make representations to Council (b) notify applicants and owners of the meeting by mail sent at least 14 days before the meeting. (5) Within 14 days after making its decision, Council notify the applicants and owners of the decision and specify the last day for appealing the decision.	#1 Notification 14 days in advance of meeting and within 14 days of decision and last date of appeal
357	Cancel, reduce or refund taxes	Statutory requirement for Notice. (5) On or before September 30 of the year following the year in which the application is made, council shall (a) hold a meeting at which the applicants may make representations to Council (b) notify applicants of the meeting by mail sent at least 14 days before the meeting (c) make its decision. (6) Within 14 days after making its decision, council shall notify the applicants and owners of the decision and specify the last day for appealing the decision (12) Council shall forward a copy of any by-law passed under subsection (1) and copy of every application received to which the By-law applies to the Assessment Review Board and assessment corporation. (18) Council (and the Assessment Review Board) shall forward a copy of their decisions to the assessment corporation.	#1 (5) Notification 14 days in advance of meeting and (6) within 14 days of making decision and specify the last day for appealing decision.
358	Overcharges	Statutory requirement for Notice. (8) If an application is not valid under subsection (5), the treasurer shall notify the applicant in writing of the reasons it is not valid (9) on or before the application is made, council shall (a) hold a meeting at which the applicant may make representations to council (b) notify the applicant of the meeting by mail send at least 14 days before the meeting. (10) Within 14 days after making its decision council shall notify the applicant of the decision	#1 Notification 14 days in advance of meeting and within 14 days of decision.
359	Increase in taxes	Statutory requirement for Notice. An application made on or before Dec. 31 of the year following the year by the treasurer in respect of which the application is made. (3) Council shall (a) hold a meeting at which the treasurer and the person in respect of whom the application is made may make representations to council (b) notify the treasurer and the person in respect of whom the application is made of the meeting by mail sent at least 14 days before the meeting. (4) Within 14 days after making its decision, council shall notify the Treasurer and the person in respect of whom the application is made of the decision and specify the last day for appealing the decision.	#1 Notification 14 days in advance of meeting & within 14 days of making its decision with last date for appeal

Municipal Act Part/Section	Subject Matter	Basic Requirement	Notice Class
359(1)	Error in calculating taxes	<p>Statutory requirement for Notice. (2) Before making a decision under subsection (1), council shall (a) hold a meeting at which the Treasurer and the person in respect of whom the application is made may make representations to council (b) notify the treasurer and the person in respect of whom the application is made of the meeting by mail sent at least 14 days before the meeting.</p> <p>(3) Within 14 days after making its decision, the council shall notify the treasurer and the person in respect of whom the application is made of the decision and specify the last day for appealing the decision.</p>	#1 Notification 14 days in advance of the meeting and within 14 days after making its decision and specify the last day for appealing the decision.
365(2)	Cancellation, reduction, refund	<p>Statutory requirement for Notice. (2) If a lower-tier municipality has passed a by-law under subsection (1), it shall give notice to that fact to the upper-tier municipality and the upper-tier municipality may pass a by-law to provide a similar cancellation, reduction or refund of taxes levied for upper-tier purposes.</p>	#1
365.1 (4) (5)	Cancellation, reduction, refund	<p>Statutory requirement for Notice. (4) If a lower tier municipality intends to pass a by-law under section 365.1 (2) it shall give a copy of the proposed by-law to the upper-tier municipality; (5) If a local municipality intends to pass a by-law under subsection (2) it shall give the Minister of Finance information as prescribed in subsection (5); (7) If a local municipality passes a by-law under subsection (2) it shall within 30 days give a copy to the Minister and the Minister of Finance.</p>	#1 Within 30 days copy of By-law to Minister of Finance #1 Notify the upper-tier municipality of amount of taxes to be reduced or refunded by lower-tier
365.2 (5) (6)	Tax Reduction for heritage property	<p>Statutory requirement for Notice. (5) A local municipality shall deliver a copy of a by-law under this section to the Minister of Finance within 30 days after the by-law is passed; (6) Notify the upper-tier municipality of the amount of taxes to be reduced or refunded for lower-tier purposes under the by-law.</p>	#1 Within 30 days copy of By-law to Minister of Finance #1 Notify the upper-tier municipality of amount of taxes to be reduced or refunded by the lower-tier.

Municipal Act Part/Section	Subject Matter	Basic Requirement	Notice Class
Part XI, 374	Tax Arrears Certificate	<p>Statutory requirement for Notice. Notice of Registration of Tax Arrears Certificate (1) Within 60 days after the registration of a tax arrears certificate, the Treasurer shall send a notice of the registration of the certificate to the following persons: 1. The assessed owner of the land. 2. Where the land is registered under the Land Titles Act, every person appearing by the parcel register and the index of executions for the area in which the land is situate to have an interest in the land on the day the tax arrears certificate was registered, other than a person who has an interest referred to in clause 379(7) (a) or (b). 3. Where the Registry Act applies to the land, every person in which the land is situate to have an interest in the land on the day the tax arrears certificate was registered, other than a person who has an interest referred to in clause 379(7) (a) or (b). 2. If a notice is sent under this section to a person appearing by the records of the land registry office to be the owner of the land, a notice shall also be sent to the spouse of that person and, where this subsection is complied with, section 22 of the Family Law Act shall be deemed to have been complied with.</p>	#1 Within 69 days after registration of a tax arrears certificate.
379(1)	Public Sale	<p>Statutory requirement for Notice. Notice of Public Sale (2) If at the end of the one-year period following the date of the registration of the tax arrears certificate, the cancellation price remains unpaid and there is no subsisting extension agreement, the land shall be offered for public sale by public auction or public tender, as the treasurer shall decide, and the treasurer shall immediately (a) make a statutory declaration stating the names and addresses of the persons to whom notice was sent under subsection (1) and (b) advertise the land for sale once in The Ontario Gazette and once a week for four weeks in the newspaper that, in the opinion of the treasurer, has such circulation within the municipality as to provide reasonable notice of the sale.</p>	#1 and Advertise in the Ontario Gazette and once a week for 4 weeks in a newsweek.
379(5,b)	Notice of Vesting	<p>Statutory requirement for Notice. Treasurer may prepare if the land does not sell in tax sale.</p>	#1 14 days written notice
380(3)	Application of Proceeds	<p>Statutory requirement for Notice. Within 60 days after making a payment into court under subsection (2), the treasurer shall send a copy of the statement to the Public Guardian and Trustee and to the persons to whom the treasurer send notice under subsection 379(1).</p>	#1 Within 6 days

Municipal Act Part/Section	Subject Matter	Basic Requirement	Notice Class
380.1(1)	Second time offer of land for public sale	Statutory requirement for Notice. (2) At least 30 days before the land is readvertised for public sale, the treasurer shall send to the persons entitled to receive notice under subsection 379(1) a notice that the land will be readvertised for public sale. Subsections 379(2) and section 380 to 387 apply with necessary modifications to the sale as if it were the first public sale.	#1 Advertise in the Ontario Gazette and once a week for 4 weeks in newspaper.
381(1)	Methods of giving notice	Statutory requirement for Notice. (a) Any notice required to be sent to any person under this Part may be given by personal delivery or be sent by certified or registered mail (a) in the case of the assessed owner, to the address of the person as shown on the last returned assessment roll of the municipality (b) in the case of any person whose interest is registered against the title of the land, to the address for service of the person furnished under the Land Registration Reform Act, or if none, to the address of the solicitor whose name appears on the registered instrument (c) in the case of a person appearing to have an interest in the land by the index of executions for the area in which the land is situated to the address of the person or person's solicitor as shown in the index of executions or in the records of the sheriff for the area in which the land is situated (d) in the case of a spouse of the person appearing by the records of the land registry office to be the owner of the land, addressed to the spouse of (name of Person) at the usual or last known address of such spouse, or if unknown, at the address of the land and (e) in the case of the Public Guardian and Trustee, addressed to the Public Guardian and Trustee.	#1
386.2(1)	Inspection without warrant	Statutory requirement for Notice. 1. At least seven days before entering to carry out an inspection, the municipality shall, by personal service or by prepaid mail, serve a written notice of the inspection on the owners and occupants of the land as shown by the records of the land registry office and by the last returned assessment roll of the municipality in which the land is located, and provide the information on the notice as specified in 386.2(1)	#1 7 days written notice
386.3	Notice of application for warrant	Statutory requirement for Notice. 386.3(2) the Municipality shall give the owners and occupiers of the land seven days written notice and provide the information on the notice as specified in 386.3(2)	#1 7 days written notice
Part XII, section 400 Regulation 244/02 replaced by Regulation 584/06	Fees and charges	No Statutory requirement for Notice. Before passing a by-law under Section XII council shall hold a public meeting and provide notice to the public at least 5 days prior to holding the public meeting	#2 Notice at least days prior to public meeting

Municipal Act Part/Section	Subject Matter	Basic Requirement	Notice Class
402	Debt and Investment	Statutory requirement for Notice (1) Upon receipt of an application of a municipality to incur a debt, the Ontario Municipal Board may direct the Municipality to give notice of the application to such persons and in such manner as the Board determines.	Notice as prescribed by the OMB
435	Powers of Entry	Statutory requirement for Notice (2) Where subsection (1) requires that notice of a proposed exercise of a power of entry be given, the notice must 1. be given to the occupier of the land in respect of which the power of entry will be exercised 2. the notice must be given within a reasonable time before the power of entry is exercised 3. the notice must be given by personal service in the case of a proposed exercise of a power of entry under section 79, 80 or 446 in respect of a room or place actually used as a dwelling 4. in the case of a proposed exercise of a power of entry other than one described in paragraph 3, the notice must be given by personal service or prepaid mail or by posting the notice on the land in a conspicuous place	#1 7 days written notice
437	Restriction re Dwellings	Statutory requirement for Notice. – see 435 (2) above 437. (a) the consent of the occupier is obtained, the occupier first having been informed that the right of entry may be refused and, if refused, may only be made under the authority of an order issued under Section 438, a warrant issued under section 439 or a warrant under section 386.3	#1 7 days written notice
438	Inspection pursuant to an Order	Statutory requirement for Notice (5) In the case of an order authorizing an inspection of a room or place actually being used as a dwelling, the occupier must be given notice concerning when the inspection will be carried out.	#1 7 days written notice
441(1)	Notice for collection of unpaid licensing fines	Statutory requirement for Notice. (2) If any part of a fine for a contravention of a business licensing by-law remains unpaid after the fine becomes due and payable under section 66 of the Provincial Offences Act, including any extension of time for payment ordered under that section, the authorized officer may give the person against whom the fine was imposed a written notice specifying the amount of the fine payable and the final date on which it is payable, which shall be not less than 21 days after the date of notice.	#1 21 days written notice
Regulation 586/06	Local Improvement Charges – Property Lien Status	Statutory requirement for Notice 4.(1) Any person or body that is required to give notice under this Regulation shall, except as otherwise provided, give notice in the form, in the manner and at the time that the person or body considers adequate to give reasonable notice 4(2) A notice to an owner for the purposes of subsection 6(1), 21(2), 25(1) and 26(2) is sufficiently given if it is (a) served personally; b) sent by mail to the owner’s place of business or residence as set out in the municipality’s last returned assessment roll, as most recently revised; or (c) left at or sent by mail to the owner’s actual place of business or residence, if known	#1 and #3 14 days written notice

Municipal Act Part/Section	Subject Matter	Basic Requirement	Notice Class
Regulation 586/06	Application to the Ontario Municipal Board	<p>Statutory requirement for Notice 8.(2) Within 30 days after the municipality gives notice to the public under section 6 indicating that it intends to apply to the Board for approval under this section, any owner liable to be specially charged may file an objection to the work being undertaken as a local improvement. (3) The objection shall be filed with the clerk of the municipality and shall set out the objections and the reasons in support of them. (4) If no objections are filed under this section, the municipality is deemed to have received the Board's approval. (5) If an objection is filed under this section, the municipality shall forward the objection to the Board, together with the application or as soon after making the application as it reasonable. (6) The Board shall hold a hearing to consider the application and the objections and may make any order with respect to the work as it considers appropriate. (7) Once the municipality has given notice under section 6 indicating that it intends to apply to the Board for approval under this section; (a) the municipality shall not undertake the work as a local improvement until, (i) the Board's approval has been received or is deemed to have been received, or (ii) the municipality has given a new notice under section 6 that deals the work and does not indicate that the municipality intends to apply to the Board under this section; and (b) the passing of a by-law to authorize undertaking the work as a local improvement is deemed not to be a contravention of this Regulation if the by-law provides that it shall not take effect until the municipality receives the Board's approval.</p>	#1 and #3 14 days notice.
Regulation 586/06	Committee of Revision – Notice	<p>Statutory requirement for Notice. 21.(1) Before a special charge is imposed, the municipality shall set a time and a place for the committee of revision to hold a hearing about, (a) objections against the proposed local improvement roll; and (b) the municipality's proposed revisions to the proposed local improvement roll. (2) The municipality shall give notice of the hearing to the public and to the owner of every lot to be specially charged. (3) Any person who owns a lot be specially charged may object to a special charge by filing an objection, setting out the objection and the reasons in support of it, with the clerk of the municipality not later than seven days before the day set for the hearing. (4) The municipality may propose a revision to the proposed local improvement roll by filing a proposed revision, setting out the proposed revision and the reasons in support of it with the clerk not later than seven days before the day set for the hearing. (5) If no objection or proposed revision is received under this section, the treasurer shall certify the local improvement roll, without a hearing by the committee.</p>	#1 and #3 14 days notice

Municipal Act Part/Section	Subject Matter	Basic Requirement	Notice Class
Regulation 586/06	Committee of Revision to Add lot to be Specially Charged	Statutory requirement for Notice. 25.(1) During a hearing held under section 21, if it appears to the committee of revision that any lot that has not been specially charged should be specially charged or, as a result of a proposed revision by the municipality under section 21, a special charge for any lot should be changed, the committee shall adjourn its hearing for at least 14 days and the committee of revision determines that a lot should be specially charged, the committee shall determine the amount to be specially charged on the lot. (3) Despite subsection (1), the committee of revision may, with the written consent of the owner of the lot, dispense with an adjournment or reduce it to less than 14 days	#1 and #3 14 days notice