

**The following shall be established as the Notice Provisions – Other**

Section/ Subject Matter	Requirement in the Municipal Act	City of Kawartha Lakes Policy	Individuals (or Designate) Accountable for Ensuring Notice is Given
Section 34(1) Permanent Closure of a Highway	Notice not required	Notice of intent to persons and agencies directly affected by the by-law to be provided at least 2 weeks prior to enactment of the by-law: <ul style="list-style-type: none"> <li>• Personal service or prepaid first class mail to all persons who abut the affected highway;</li> <li>• Publication within a newspaper having sufficient circulation</li> <li>• City web site</li> </ul>	Director of Public Works
Section 34(2) Permanent Altering of a Highway	Notice not required	Notice of intent to persons and agencies directly affected by the by-law to be provided at least 2 weeks prior to enactment of the by-law: <ul style="list-style-type: none"> <li>• Personal service or prepaid first class mail to all persons who abut the affected highway</li> <li>• City web site</li> </ul>	Director of Public Works
Naming a Highway or Changing the Name of a Highway	Section Repealed Notice not required	Notice of intent to persons and agencies directly affected to be provided at least 2 weeks prior to enactment of the by-law: <ul style="list-style-type: none"> <li>• Personal service or prepaid first class mail to all persons who abut the affected highway;</li> <li>• City web site</li> </ul>	City Clerk
Section 99 (1) Regulating Advertising Devices including Signs	Notice not required	Notice of Council's intent to pass a by-law to be provided at least 2 weeks prior to the meeting: <ul style="list-style-type: none"> <li>• Publication within a newspaper having sufficient circulation</li> <li>• City web site</li> </ul>	City Clerk
Section 150 (4)(b) General Licensing Powers	Notice and public meeting not required	Notice of Council's intent to consider a report on business licensing to be provided at least 2 weeks prior to the standing committee meeting: <ul style="list-style-type: none"> <li>• Publication within a newspaper having sufficient circulation</li> <li>• City web site</li> </ul>	Director of Community Services
Section 150 (5) Emergency – Public Meeting –	Notice and public meeting not required	Notice of by-law passing to be provided within 10 days of passing of the by-law:	Director of Community Services

Licensing Power (Post Activity)		<ul style="list-style-type: none"> <li>• Publication within a newspaper having sufficient circulation</li> <li>• Current license holders with that type of license</li> <li>• City web site</li> </ul>	
Section 187(3) Change Name of Municipality	Notice and public meeting not required	<p>Notice of public meeting to be provided:</p> <ul style="list-style-type: none"> <li>• Publication within a newspaper having sufficient circulation for four consecutive weeks prior to the meeting;</li> <li>• City web site</li> </ul> <p>Personal service or prepaid first-class mail to those persons who request further notice following the public meeting</p>	City Clerk
Section 216(4) Dissolution of Local Boards (Exception of Police Services Board)	Notice not required	<p>Notice of intent to be provided at least two (2) weeks prior to enactment of the by-law to those persons directly affected:</p> <ul style="list-style-type: none"> <li>• Personal service or prepaid first class mail to all board members</li> <li>• City web site</li> </ul>	City Clerk
Section 217 Council Composition – Local	Notice not required	<p>Notice of public meeting to be provided at least two (2) weeks prior to the meeting:</p> <ul style="list-style-type: none"> <li>• Publication within a newspaper having sufficient circulation</li> <li>• City web site</li> </ul>	City Clerk
Sale of Land	Notice not required (to be addressed in sale of land policy or by-law)		As noted in the by-law
Budget – Adoption or Amendment	Section repealed – Notice not required	<p>Notice of intention to adopt the capital and operating budget in the newspaper and posted on the City web site at least two (2) weeks prior to the meeting where the adoption of the budget will be considered.</p>	Treasurer