



TOWN OF HIGH RIVER POLICY

Policy Number:	POL-04-101-01
Policy Title:	Notice of Meetings
Related Procedure Number:	N/A
Related Procedure Name:	N/A
Approval Date:	January 23, 1995
Revision Date:	July 20, 2009
Policy Category:	Communications/Public Relations
Responsible Department:	Legislative and Administrative Services

Reason for Policy

For the purpose of conforming to the sections of the Municipal Government Act noted below, proper notice has been deemed to have been given when:

Annually, a notice is published in a newspaper of choice outlining the regular meeting dates of Council or Council Committee,

OR

At least 24 hours prior to a Council or Council Committee meeting, a notice is posted in the entry of the Municipal Office, visible from the exterior of the building,

OR

A meeting has been adjourned to another date and the people present at the meeting are made aware of when the meeting will be reconvened.

Authority:

Sections 193, 195 and 196 of the Municipal Government Act.

End of Policy:

Approval

This policy shall come into force and effect upon adoption by Council at a Regular or Special Meeting.

January 23, 1995 Regular Meeting of Council
Resolution #061/95

July 20, 2009 Regular Meeting of Council
Resolution #230/2009



MAYOR/DEPUTY MAYOR



TOWN MANAGER/
DIRECTOR OF
LEGISLATIVE AND ADMINISTRATIVE SERVICES



DATE