

RURAL MUNICIPALITY OF ROSEDALE NO. 283

BYLAW NO. 02/2025

A BYLAW TO ESTABLISH A PUBLIC NOTICE POLICY

The Council of the Rural Municipality of Rosedale No. 283, in the Province of Saskatchewan, enacts as follows:

1. The purpose of this bylaw is to establish a Public Notice Policy in accordance with section 128 of *The Municipalities Act, SS 2005, c M-36.1*.
2. Pursuant to his bylaw, the municipality will provide public notice as required in accordance with the Public Notice Policy attached to this Bylaw as Schedule "A".

Coming into Force

1. That Bylaw No. 07/2005 is hereby repealed.
2. This Bylaw shall come into force on the day of its final passing.




 Nick Patkau, Reeve


 Danielle Thall, Administrator

Read a first time this 8 day of July, 2025
 Read a second time this 12 day of August, 2025
 Read a third time and passed this 12 day of August, 2025

Certified a true copy of Bylaw No. 02/2025
 adopted by resolution of the council of the
 Rural Municipality of Rosedale No. 283 on
 the 12 day of August, 2025
D. Thall
 Administrator



RURAL MUNICIPALITY OF ROSEDALE NO. 283

PUBLIC NOTICE POLICY

SCHEDULE "A" TO BYLAW 02/2025

Purpose

1. *The Municipalities Act*, section 128, requires Council to adopt a Public Notice Policy.
 - (a) The purpose of this policy is to establish minimum notice requirements, acceptable methods of providing notice, and minimum timeframes for issuing notice regarding any matters that require public notice to be given to Council.
 - (b) This policy may be cited as the **Public Notice Policy**.

Definitions

2. For the purpose of this policy, the following terms and words shall have the following meanings:
 - (a) **Act** refers to *The Municipalities Act, SS 2005, c M-36.1*;
 - (b) **Administrator** means the Administrator of the Municipality, appointed by Council pursuant to Section 110 of the *Act* and who is responsible for the overall management and administration of municipal affairs;
 - (c) **Affected Parties** means those members of the public who are, in the opinion of the Administrator, directly and uniquely affected by a matter under consideration by Council, to an extent greater than other members of the general public;
 - (d) **Clear Days** means the number of calendar days, excluding the day of original posting, publishing or mailing, as the case may be, and excluding the day of the Council meeting, in accordance with *The Legislation Act, SS 2019, c L-10.2*;
 - (e) **Council** means the Reeve and Councillors of the Municipality elected pursuant to the provisions of *The Local Government Election Act, SS 1982-83, c L-30.1*.
 - (f) **Municipality** means the Rural Municipality of Rosedale #283.
 - (g) **Reeve** means the head of the Municipality's Council, elected to represent the Municipality, preside over Council meetings, and carry out various duties.

Matters for which notice must be given

3. Public notice in accordance with this policy shall be given before Council initially considers the following matters:
 - (a) Permanently closing or blocking off a street, lane, or walkway;
 - (b) Disposition of municipal lands or buildings;
 - (c) Selling or leasing land for less than fair market value and without a public offering;
 - (d) Prohibiting or limiting the number of businesses of a particular type in an area of the municipality or specifying separation distances between businesses of a particular type;
 - (e) Borrowing money, lending money, or guaranteeing the repayment of a loan;
 - (f) Imposing a special tax or determining how excess revenue from a special tax will be used;
 - (g) Establishing a purchasing policy;
 - (h) The sale or lease of mines and minerals owned by the Municipality;
 - (i) Setting remuneration for Council or committee members and other bodies established by Council;
 - (j) Increasing or decreasing the number of Councillors on Council;
 - (k) Appointing a wards commission and dividing the Municipality into wards;

- (l) Amending or repealing a bylaw for which public notice was required at the time the bylaw was passed;
- (m) Any matter where holding a public hearing is required under the Act or any other legislation, except where the Act or other legislation contains its own public notice provisions;
- (n) Discussing a matter at a public meeting held as a result of a petition signed by the required number of electors;
- (o) Enacting or amending a Council Procedures Bylaw;
- (p) Providing notice of the availability of a financial audit or management audit pursuant to subsection 140.1(11) of the Act;
- (q) Establishing a tax cancellation or abatement policy;
- (r) Amending or repealing a bylaw or resolution that was passed as a result of a vote of the electors, provided that at least three years have passed since the bylaw or resolution was adopted and a vote of the voters is not being held on the proposed action.

Notice to General Public and Affected Parties

4. Notice shall be given to the general public for all matters set out in Subsection 3(a to q) in accordance with this section:
 - (a) Notice of the matter shall be posted at the Municipal Office at least seven (7) days prior to the meeting at which Council will first consider the matter; and
 - (b) Notice of the matter shall be posted in a conspicuous location within the Municipality at least seven (7) days prior to the meeting at which Council will initially consider the matter.
 - (c) For the purposes of subsection 4(b), posting the notice on the Municipality's website, or on any municipal social media accounts, shall be considered a "conspicuous location".
5. Notice shall be given to the general public for the matter set out in subsection 3(r) in accordance with this section:
 - (a) Notice of the matter shall be posted at the Municipal Office at least twenty-one (21) days prior to the meeting at which Council will first consider the matter; and
 - (b) Notice of the matter shall be posted in a conspicuous location within the Municipality at least twenty-one (21) days prior to the meeting at which Council will first consider the matter.
 - (c) For the purposes of subsection 5(b), posting the notice on the Municipality's website, or on any municipal social media accounts, shall be considered a "conspicuous location".
6. In addition to the general notice requirements in Section 5, additional notice shall be provided in accordance with Section 7 to all Affected Parties when Council is initially considering the following matters:
 - (a) Prohibiting or limiting the number of businesses of a particular type in an area of the Municipality or specifying separation distances between businesses of the same type;
 - (b) Permanently closing or blocking off a street, lane, or walkway;
 - (c) Permanently modifying an intersection with physical barriers; and
 - (d) Imposing a special tax or determining the use of excess revenue from a special tax.
7. Additional notice of the matters listed in Section 6 shall be provided using one of the following methods:
 - (a) By mailing notice of the matter to all Affected Parties via ordinary mail, postmarked no later than seven (7) Clear Days prior to the date of the Council meeting at which the matter will first be considered; or

- (b) By delivering notice of the matter to the mail receptacle at the address of the Affected Party at least seven (7) Clear Days prior to the date of the Council meeting at which the matter will first be considered.

Notice of Further Dealings Respecting a Matter

- 8. The notice requirements outlined in this policy apply only to the initial consideration of a matter by Council. For clarity, unless otherwise directed by Council, no further notice—including notice to Affected Parties—will be provided for any subsequent Council meetings at which the matter is considered.

Discretion of Council

- 9. The notice requirements set out in this policy are minimum standards and are not intended to limit Council's discretion to provide additional notice—whether by using different methods, additional methods, or by repeating notice—as Council deems appropriate.

Responsibility of Administrator

- 10. The Administrator shall be responsible to Council for ensuring compliance with this policy and may, at their sole discretion:
 - (a) Refuse to place any item on the Council agenda where there has been substantive non-compliance with the notice requirements set out in this policy; or
 - (b) In cases where there have been deficiencies in meeting the notice requirements of this policy, place the item on the Council agenda with a caution to Council members that the matter should be tabled until full compliance is achieved.