




Summer Village of Nakamun Park

Council Policy

Number	Title			
C-COU-MTG-1	Notification of Council Meetings			
Approval	Originally Approved		Last Revised	
 (CAO initials)	Resolution No:	111-19	Resolution No:	
	Date:	August 28 th , 2019	Date:	

Purpose

To outline the length of notice to be given to the Public and Council on Council and Committee meetings.

Policy Statement

The Municipal Government Act, MGA 196 of the Statutes of Alberta, requires that 24 hours' notice be given to Council and the public of all Council meetings and meetings of committees of Council.

Council meetings will be listed for the year in the kiosk within the Summer Village of Nakamun Park with a disclaimer that changes may be made, if required, by Council. Notification of council meetings, and any changes to the date, time, location or cancellation of scheduled meetings, or holding of additional previously unscheduled or special council meetings, shall also be provided on the municipal website.

Responsibilities

1. Special council meetings may be held with less than 24 hours' notice if at least 2/3 of the whole Council agrees to this, in writing, before the beginning of the meeting.
2. Notice of a council or committee meeting is deemed to have been given to a Councillor if the notice is delivered to an adult person at the Councillor's home or place of business or delivered digitally provided it has been acknowledged as received by the individual.
3. Notice of a council or council committee meeting to the public is sufficient, if the notice is given in a manner specified by Council in this policy or as resolved by Council at the time of scheduling.
4. Administration shall ensure notification, and any changes to date, time or location, of the council or council committee meetings are posted in the kiosk and on the website. The notice shall be of sufficient size and siting to be noticeable and easily read.



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Legal References: MGA 196

Cross References:

Revisions:

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