



THE CORPORATION OF THE CITY OF BRAMPTON

# BY-LAW

Number 169 - 2016

To amend Procedure By-law 160-2004, as amended,  
re Public Notice requirements –  
to provide notice for various items by website posting  
instead of by newspaper publication

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WHEREAS Procedure By-law 160-2004, as amended, outlines the requirements for giving public notice on various items;

AND WHEREAS, pursuant to Corporate Services Committee Recommendation CS109-2016, approved by City Council on September 14, 2016, it is deemed appropriate to amend Procedure By-law 160-2004;

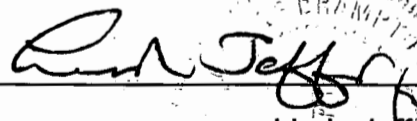
NOW THEREFORE the Council of The Corporation of the City of Brampton ENACTS as follows:

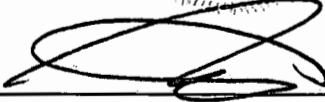
1. That By-law 160-2004, as amended, be further amended by replacing Schedule A – Public Notice Provisions and Methods, with the Schedule set out in Schedule A to this by-law

ENACTED AND PASSED THIS 14<sup>th</sup> day of September, 2016.

Approved as to  
form.  
Aug/19/2016  
REZ

Approved as to  
content.  
2016/08/24  
Peter Fay

  
Linda Jeffrey, Mayor

  
Peter Fay, City Clerk

**Schedule A – Public Notice Provisions and Methods**

**Schedule A to By-law 160-2004  
(amended by 378-2007, 85-2008, 219-2009, 74-2013, xxx-2016)  
Public Notice Provisions and Methods**

1. Notice to the public shall be provided by **website posting** under the following circumstances:

Public and Private Roads

- Intention to pass a by-law related to permanently closing a public road
- Intention to pass a by-law related to altering a public road
- Intention to pass a by-law related to naming or changing a name of a public or private road

Advertising Devices and Signs

- Intention to pass a by-law related to advertising devices or signs

Municipal Capital Facilities

- Passage of a by-law relating to the provision of a municipal capital facility for the City

Licensing and Registrations

- Intention to pass a by-law related to business licenses

Policies and Procedures

- Intention to pass a by-law related to the Procedure By-law

User Fees and Charges under the Municipal Act, 2001

- Intention to pass a by-law related to a new or revised user fee or charge imposed by the municipality

Real Estate Activities (Definitions of terms in accordance with Schedule B, Delegation of Authority By-law 191-2011, as amended) **(By-law 74-2013)**

- Surplus Declaration and Disposal of all Property, except when at least one of the following criteria is met:
  - (i) the property is a permanent easement that is being abandoned;
  - (ii) the property is a street parcel that is being conveyed to a public authority to effect a change of jurisdiction;
  - (iii) the property has a current market value of \$50,000 or less and the conveyance is to a government organization, is routine and within the scope of usual operations of the City,

for which exceptions, no notice to the public is required.

In the following circumstances, notice to the public shall be provided by web posting only:

- (i) Surplus Declaration and Disposal of Property at current market value of \$50,000 or less and the conveyance is either to (a) one or more owners of adjacent property and is initiated by the City, or (b) to a utility or service provider for the installation/maintenance of services
- (ii) Surplus Declaration and Disposal of Property at, or less than, current market value and the conveyance is either (a) to the Region of Peel in compliance with the Standard Operating Procedure for Inter-municipal Transactions, or (b) to a government organization not governed by the Standard Operating Proceed for Inter-municipal Transactions and the property has a current market value of \$50,000 or less.

**Heritage Designations (By-law 219-2009)**

- Heritage designations under Parts IV and V of the *Ontario Heritage Act*

2. Notice to the public shall be provided by **newspaper publication** under the following circumstances:

**Financial Administration**

- Publication of the audited financial statements of the municipality for the previous year
- Before voting to adopt an annual or multi-year current or capital budget

Note: Normal operating costs incurred prior to the adoption of the annual current budget shall not require public notice, and approval of such expenditures shall be deemed ratified upon the adoption of the annual current budget.

**Municipal Restructuring**

- Before Council votes on whether to support or oppose a restructuring proposal
- Intention to pass a by-law related to changing the name of the municipality
- Intention to pass a by-law related to changing the Council composition
- Intention to pass a by-law related to establishing, dissolving or changing wards or ward boundaries

**Real Estate Activities**

- Commencement of expropriation process for all acquisitions by expropriation regardless of the current market value of property being acquired.

3. Unless noted otherwise, public notice under these circumstances shall be given by the following methods:
  - a. **Notice Given by Newspaper Publication** – Notice published at least once in a newspaper before the occurrence of the subject matter of which notice is being given.
  - b. **Notice Given by Website Posting** – Notice published on the City's website, or other conspicuous place, preceding the occurrence of the subject matter of which notice is being given. In the event the City's website is not accessible during a portion of the time period notice is to be given, the notice given shall continue to be deemed sufficient and reasonable notice.
  - c. **Notice Given by Meeting Agenda Publication** – Notice published in a City Council or Committee meeting agenda by listing and identifying the subject matter on the agenda of the meeting at which it is to be considered.
  
4. This Schedule is deemed to be a policy for the purposes of section 270 (1) para. 4. of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended.