

## THE CORPORATION OF THE TOWNSHIP OF PERTH SOUTH

### BY-LAW NO. 46-2008

Being a By-law to establish a policy to provide for notice to the public as required under the Municipal Act, 2001.

**WHEREAS** Section 270 of the *Municipal Act, 2001, S.O. 2001, c.25*, requires that a municipality adopt and maintain a policy with respect to the circumstances in which the municipality shall provide notice to the public and, if notice is to be provided, the form, manner and times notice shall be given;

**AND WHEREAS** sections of the *Municipal Act, 2001, S.O. 2001, c.25* require a municipality to give notice to the public generally of its intention to pass certain by-laws, notice of the holding of certain required public meetings and notice of other matters;

**AND WHEREAS** Section 8 of the Municipal Act, 2001, S.O. 2001, c.25 provides in part that the powers of a municipality under the Municipal Act shall be interpreted to enable the municipality to govern its affairs as it considers appropriate;

**AND WHEREAS** the Council of The Corporation of the Township of Perth South (herein "Council") deems it advisable to establish a public notice policy;

**NOW THEREFORE** the Council of The Corporation of the Township of Perth South **HEREBY ENACTS AS FOLLOWS:**

1. In this By-law,

"Act" means the *Municipal Act, 2001, S.O. 2001, c. 25* and includes regulations thereunder;

"Chief Administrative Officer" means the Chief Administrative Officer of the Township of Perth South or his/her designate;

"Clerk" means the Clerk of the Township of Perth South or Deputy Clerk of the Township of Perth South;

"Designate" means the Clerk or the Deputy Clerk of the Township of Perth South;

"Emergency" means a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise;

"Township" means The Corporation of the Township of Perth South;

"newspaper" means a printed publication in sheet form, intended for general circulation, published regularly at intervals of not longer than a week, consisting in great part of news of current events of general interest and sold to the public and to regular subscribers;

"notice" means a written, printed, or posted notification or announcement;

"published" means published in a daily or weekly newspaper that, in the opinion of the Clerk, has such circulation within the Township as to provide reasonable notice to those affected thereby, and "publication" has a corresponding meaning;

"posted" means affixed to the public notice board so as to display for viewing by the public; and

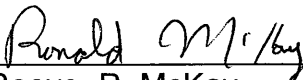
"website" means the 'public notices' page of the website of the Township of Perth South which address is [www.perthsouth.ca](http://www.perthsouth.ca).

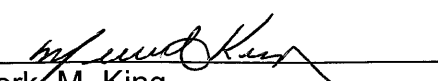
2. Where the Township is required to give public notice or notice to other parties pursuant to a provision of the Municipal Act, or where Council deems it appropriate to prescribe notice to the public or other parties, notice shall be given in a form and manner shown on Schedule "A" attached hereto.
3. A public notice given under the provisions of clause 2 of this By-law, utilizing the municipal website, shall be sufficient even if the Township of Perth South website is not accessible at all times during the public notice period.
4. Notwithstanding the provisions of this By-law to the contrary, clause 2 shall not be applicable where:
  - (a) the Municipal Act, or another Act or regulations, prescribe specific notice requirements, or
  - (b) the Council of the Township of Perth South directs that public notice be given in the manner different from the public notice provisions of clause 2.
5. Unless otherwise prescribed in the Act or its regulations, where notice of intention to pass a by-law or notice of a public meeting is required to be given, the form of the notice shall include the following information:
  - (a) the purpose and effect of the proposed by-law, or a description of the purpose of the public meeting;
  - (b) the date, time and location of the meeting to consider the proposed by-law, or the public meeting;
  - (c) where the proposed by-law or purpose of the meeting is related to specific lands within the Township, a key map showing the affected lands; and

- (d) the name and address of the person who will receive written comments on the issue that is the subject of the proposed by-law or public meeting and the deadline for receiving such comments.
6. If a matter is deferred at a Council meeting or if a matter is considered at a subsequent Council meeting, no additional public notice shall be required, except where the Municipal Act or other Provincial Statute(s) provides otherwise, or if Council directs that additional public notice be given.
  7. The public notice requirements of this By-law are minimum requirements and Council, the Clerk, or the Chief Administrative Officer are authorized to provide additional public notice if reasonable and necessary in the circumstances.
  8. No public notice shall be required under the provisions of this By-law where Council is authorized by the Municipal Act to consider a matter in a meeting closed to the public.
  9. The requirement of the Municipal Act to provide public notice shall be deemed to be fulfilled upon completion of the action method to give notice in a form and manner shown on Schedule "A".
  10. If a matter arises, which, in the opinion of the Chief Administrative Officer or his/her designate, is considered to be of an urgent or time sensitive nature, or which could affect the health, safety or well-being of the residents of the Township of Perth South, or if an Emergency is declared, or if so advised by a Provincial Ministry, the notice requirements of this By-law may be waived and the Clerk shall make his/her best efforts to provide as much notice as is reasonable under the circumstances.
  11. By-law No. 65-2007, as adopted on December 18, 2007, be and the same is hereby repealed.
  12. The provisions of this By-law shall come into force and take effect on the day of passing of this By-law.

**READ a FIRST and SECOND** time this 15<sup>th</sup> day of July, 2008.

**READ a THIRD** time and **FINALLY PASSED** this 15<sup>th</sup> day of July, 2008.

  
\_\_\_\_\_  
Reeve, R. McKay

  
\_\_\_\_\_  
Clerk, M. King

## Schedule "A" to By-law No. 46-2008

Section of Municipal Act/ Subject Matter	Requirement in the Act	Policy
Section 48 Naming or Change Name of Private Road - Notice	A local municipality may name or change the name of a private road after giving public notice of its intention to pass the by-law.	Notice of intent to be provided to persons and agencies directly affected at least one (1) week prior to enactment of the by-law by: <ul style="list-style-type: none"> <li>▪ Personal service or prepaid first class mail to all persons who abut the affected highway; and</li> <li>▪ Posting on the municipal website.</li> </ul>
Section 81(3) Public Utility – Water – Shut Off – Notice	A municipality shall provide reasonable notice of the proposed shut-off to the owners and occupants of the land by personal service or prepaid mail or by posting the notice on the land in a conspicuous place.	Notice of the proposed shut-off to be provided by personal service or prepaid first class mail or by posting notice on the land in a conspicuous place at least one (1) week in advance if possible.
Section 110(5) Municipal Capital Facilities – Agreement – Notice of By- law	Upon the passing of a by-law permitting a municipality to enter into an agreement under this section, the Clerk of the municipality shall give written notice of the by-law to the Minister of Education.	Written notice to the Minister of Education by prepaid first class mail within ten (10) days of the passing of the by-law.
Section 110(8) Municipal Capital Facilities – Notice - Tax Exemption By- Law	Upon the passing of a by-law under subsection 110(6), the Clerk of the municipality shall give written notice of the contents of the by-law to: <ul style="list-style-type: none"> <li>▪ The assessment corporation;</li> <li>▪ The Clerk of any other municipality that would, but for the by-law, have had the authority to levy rates on the assessment for the land exempted by the by-law; and</li> <li>▪ The secretary of any school board if the area of jurisdiction of the board includes the land exempted by the by-law.</li> </ul>	Written notice to be provided by prepaid first class mail immediately upon passing of the By-Law to all persons identified by the Act as requiring notice.
Section 173(3) Restructuring Proposal – Consultation	Before the Council of a municipality votes on whether to support or oppose a restructuring proposal, the Council shall or may, as applicable, do the following things when the proposal is being developed or after it is developed: <ul style="list-style-type: none"> <li>▪ Council shall consult with the public by giving notice, and by holding, at least one public meeting;</li> <li>▪ Council shall consult with such persons or bodies as the Minister may prescribe; and,</li> <li>▪ Council may consult with such other persons and bodies as the municipality considers appropriate.</li> </ul>	Notice of public meeting to be provided at least one (1) week prior to the meeting by: <ul style="list-style-type: none"> <li>▪ Publishing within a newspaper having sufficient circulation; and</li> <li>▪ Posting on the municipal website.</li> </ul> Notice to be provided by personal service or prepaid first class mail to those persons who request further notice following the public meeting.

<p>Section 187 Change of Name of Municipality</p>	<p>Notice and public meeting not required.</p> <p>A municipality that passes a by-law changing its name shall send a copy of the by-law to the Director of Titles appointed under the Land Titles Act and to the Minister promptly after its passage.</p>	<p>Notice of public meeting to be provided at least one (1) week prior to the meeting by:</p> <ul style="list-style-type: none"> <li>▪ Publishing within a newspaper having sufficient circulation; and</li> <li>▪ Posting on the municipal website.</li> </ul> <p>Notice to be provided by personal service or prepaid first-class mail to those persons who request further notice following the public meeting.</p> <p>A copy of the by-law to be provided by prepaid first class mail to the Director of Titles once it is passed.</p>
<p>Section 206 Business Improvement Area –Vote – Notice to Membership</p>	<p>A Board of Management shall give reasonable notice to the general membership of the improvement area of a meeting to hold a vote under clause 204(3)(b) or for the purposes of discussion under subsection 205(1).</p>	<p>Notice to be provided by personal service or prepaid first class mail to the general membership of the improvement area at least one (1) week prior to the meeting.</p>
<p>Section 210(1) Business Improvement Area – Changes – Notice</p>	<p>Before passing a by-law under subsection 204(1), clause 208(2)(b), subsection 208(3) or section 209, notice of the proposed by-law shall be sent by prepaid mail to the Board of Management of the improvement area, if any, and to every person who, on the last returned assessment roll, is assessed for rateable property that is in a prescribed business property class which it is located,</p> <ul style="list-style-type: none"> <li>▪ Where the improvement area already exists, in the improvement area and in any geographic area the proposed by-law would add to the improvement area; and,</li> <li>▪ Where a new improvement area would be created by the proposed by-law, in the proposed improvement area.</li> </ul>	<p>Notice of the proposed by-law to be provided by prepaid first class mail at least one (1) week prior to the passage of the by-law to the Board of Management of the improvement area (existing, or proposed, as the case may be) and every person assessed for rateable property within the improvement area.</p>
<p>Section 211(1) Business Improvement Area – Designation – Repeal of By-law</p>	<p>Council shall give notice in accordance with subsection 210(1) of a proposed by-law to repeal a by-law under subsection 204(1) if the municipality has received:</p> <ul style="list-style-type: none"> <li>▪ A resolution from the Board of Management requesting the repeal; or,</li> <li>▪ A request for the repeal signed by persons who are responsible for at least one-third of the taxes levied for purposes of the general local municipality levy on rateable property in all prescribed business property classes in the improvement area.</li> </ul>	<p>Notice to be provided by personal service or prepaid first class mail within sixty (60) days after receiving the resolution or request; and at least one (1) week prior to the passing of the by-law to the Board of Management of the business improvement area and every person assessed to rateable property within the improvement area.</p>

<p>Section 216 Dissolution and Change of Local Boards</p>	<p>No longer required to give notice of intention to local board.</p>	<p>Notice of intent to be provided at least one (1) week prior to enactment of the by-law to those persons determined to be directly affected by:</p> <ul style="list-style-type: none"> <li>▪ Personal service or prepaid first class mail to all board members; and</li> <li>▪ Posting on the municipal website.</li> </ul>
<p>Section 217 Changes to Council Composition - Local</p>	<p>Notice and public meeting not required.</p>	<p>Notice of public meeting, if one is to be held, to be provided at least one (1) week prior to the meeting by:</p> <ul style="list-style-type: none"> <li>▪ Publishing within a newspaper having sufficient circulation; and</li> <li>▪ Posting on the municipal website.</li> </ul>
<p>Section 222(3), 222(5) Establishment of Wards – Notice</p>	<p>Notice and public meeting not required.</p> <p>Within 15 days after a by-law described in subsection 222(1) is passed, the Municipality shall give notice of the passing of the by-law to the public specifying the last date for filing notice of appeal under subsection 222(4).</p> <p>Within 15 days after the last day for filing a notice of appeal under subsection 222(4), the Municipality shall forward any notices of appeal to the Ontario Municipal Board.</p>	<p>Notice of public meeting, if one is to be held, to be provided at least one (1) week prior to the meeting by:</p> <ul style="list-style-type: none"> <li>▪ Publishing within a newspaper having sufficient circulation; and</li> <li>▪ Posting on the municipal website</li> </ul> <p>Notice to be provided by personal service or prepaid first class mail to those persons who request further notice following the public meeting.</p> <p>Notice of the passing of the by-law to be provided not later than fifteen (15) days following enactment by:</p> <ul style="list-style-type: none"> <li>▪ Publishing within a newspaper having sufficient circulation;</li> <li>▪ Personal service or prepaid first class mail to those persons who have requested notice; and</li> <li>▪ Posting on the municipal website.</li> </ul> <p>Notices of Appeal of the by-law to be provided by prepaid first class mail not later than fifteen (15) days after the last day for filing a notice of appeal to the Ontario Municipal Board.</p>
<p>Section 291 Multi-Year Budget – Adoption</p>	<p>Notice not required.</p>	<p>Public notice to be provided at least once during the seven (7) days prior to the adoption of the budget by posting on the municipal website.</p>

<p>Section 295(1) Financial Statement – Publication</p>	<p>Within 60 days after receiving the audited financial statements of the municipality for the previous year, the Treasurer of the municipality, (a) shall publish in a newspaper having general circulation in the municipality,     (i) a copy of the audited financial statements, the notes to the financial statements, the auditor's report and the tax rate information for the current and previous year as contained in the financial review; or     (ii) a notice that the information described in subclause (i) will be made available at no cost to any taxpayer or resident of the municipality upon request; and (b) may provide the information described in subclause (a)(i) or (a)(ii) to such persons and in such other manner as the Treasurer considers appropriate.</p>	<p>Public notice to be provided within sixty (60) days of receipt of the audited financial statements by:</p> <ul style="list-style-type: none"> <li>▪ Publishing within a newspaper having sufficient circulation in the municipality; and</li> <li>▪ Posting on the municipal website.</li> </ul>
<p>Section 331(9) Taxes on Eligible Properties – Comparable Properties – List To Be Mailed to Owner</p>	<p>The local municipality shall mail to the owner of each eligible property the list of the comparable properties, and the determination made under subsection 331(2) with respect to that eligible property within 60 days after the date the list is received by the local municipality.</p>	<p>Personal notice to be provided by prepaid first class mail to the eligible property owner the list co eligible property owner within sixty (60) days after receipt of the list from MPAC.</p>
<p>Section 331(10) Taxes on Eligible Properties – No Comparable Property</p>	<p>If the assessment corporation determines that there are no comparable properties with respect to an eligible property, (a) the assessment corporation shall given notice to the local municipality of its determination; and (b) the local municipality shall, within 60 days of receiving the notice under clause (a), given notice to the owner of the property of the assessment corporation's determination and of the amount determined for the year or portion of the year under this Part.</p>	<p>Personal notice to be provided by prepaid first class mail to the owner of the property within sixty (60) days after receipt of the notice from the MPAC.</p>
<p>Section 343(1) Notice of Tax Bill</p>	<p>The Treasurer shall send a tax bill to every taxpayer at least 21 days before any taxes shown on the tax bill are due.</p>	<p>Personal notice to be provided by prepaid first class mail to every taxpayer at least twenty-one (21) days before the taxes are due.</p>
<p>Section 348(2), 348(3) Determination of Tax Status - Notice</p>	<p>The Treasurer shall send to every taxpayer who owes taxes from a proceeding year a notice of those taxes and of the related late payment charges. A notice required to be sent under subsection 348(2) may be sent with a tax bill.</p>	<p>Personal notice to be provided by prepaid first class mail to each affected taxpayer by February 28th in each year. Notice may also be sent with tax bill.</p>

<p>Section 351(8) Sale of Seized Personal Property – Notice</p>	<p>The Treasurer or the Treasurer’s agent shall give the public notice of the time and place of the public auction and of the name of the person whose personal property is to be sold.</p>	<p>Public Notice to be provided by:</p> <ul style="list-style-type: none"> <li>▪ Prepaid registered mail to affected party;</li> <li>▪ Publishing for one (1) week within a newspaper having sufficient circulation; and</li> <li>▪ Posting on the municipal website prior to the public auction.</li> </ul>
<p>Section 356(4), 356(5) Division into Parcels – Meeting – Decision - Notice</p>	<p>On or before September 30 of the year following the year in which the application is made, Council shall:</p> <p>(a) hold a meeting at which the applicants and owners of any part of the land may make representations to Council;</p> <p>(b) notify the applicants and owners of the meeting by mail sent at least 14 days before the meeting; and</p> <p>(c) make its decision.</p> <p>Within 14 days after making its decision, council shall notify the applicants and owners of the decision and specify the last day for appealing the decision.</p>	<p>Personal notice to be provided by prepaid first class mail to the applicants and owner at least fourteen (14) days prior to the meeting.</p> <p>Council shall also notify the applicants and owners of said decision specifying the last day for appealing the decision, within fourteen (14) days after making its decision by prepaid registered mail.</p>
<p>Section 357(5), 357(6) Cancellation – Reduction - Refund of Taxes – Meeting – Notice of Decision</p>	<p>On or before September 30 of the year following the year in respect of which the application is made, Council shall,</p> <p>(a) hold a meeting at which the applicants may make representations to Council;</p> <p>(b) notify the applicants of the meeting by mail sent at least 14 days before the meeting; and</p> <p>(c) make its decision.</p> <p>Within 14 days after making its decision, council shall notify the applicants of the decision and specify the last day for appealing the decision.</p>	<p>Personal notice to be provided by prepaid first class mail to applicants at least fourteen (14) days prior to the meeting.</p> <p>Council shall also notify the applicants of said decision specifying the last day for appealing the decision, within fourteen (14) days after making its decision by prepaid first class mail.</p>



<p>Section 358(9), 358(10), 358(13)  Overcharges Caused By a Gross or Manifest Error - Application – Not Valid – Notice Meeting – Notice of Decision</p>	<p>On or before September 30 of the year following the year in respect of which the application is made, Council shall,  (a) hold a meeting at which the applicants may make representations to Council;  (b) notify the applicant of the meeting by mail sent at least 14 days before the meeting; and  (c) make its decision.</p> <p>Within 14 days after making its decision, council shall notify the applicant of the decision.  The Council shall forward to the registrar of the Assessment Review Board and to the assessment corporation a certified copy of any by-law passed under subsection 358(12).</p>	<p>Notice of meeting to be provided by prepaid first class mail to applicant at least fourteen (14) days prior to the meeting.</p> <p>Council shall also notify the applicant of the decision within fourteen (14) days after making its decision. Said decision shall specify the last day for appealing the decision.</p> <p>A certified copy of the by-law passed under subsection 358(12) by prepaid first class mail to the assessment corporation and the registrar of the Assessment Review Board.</p>
<p>Section 359(3), 359(4)  Increase of Taxes - Gross or Manifest Error - Meeting – Decision - Notice</p> <p><u>Note:</u> Not an error in judgment assessing the land.</p>	<p>Council shall,  (a) hold a meeting at which the Treasurer and the person in respect of whom the application is made may make representations to Council;  (b) notify the Treasurer and the person in respect of whom the application is made of the meeting by mail sent at least 14 days before the meeting; and  (c) make its decision.</p> <p>Within 14 days after making its decision, council shall notify the Treasurer and the person in respect of whom the application is made of the decision and specify the last day for appealing the decision.</p>	<p>Personal notice to be provided by prepaid first class mail to the person in respect of whom the application is made and personal service to the Treasurer at least fourteen (14) days prior to the meeting.</p> <p>Council shall also notify the Treasurer and the person in respect of whom the application is made of the decision within fourteen (14) days after making its decision. Said decision shall specify the last day for appealing the decision.</p>

<p>Section 374(1), 374(2) Tax Arrears – Certificate - Notice of Registration and Notice – Spouse of Owner</p>	<p>Within 60 days after the registration of a tax arrears certificate, the Treasurer shall send a notice of the registration of the certificate to the following persons,</p> <ol style="list-style-type: none"> <li>1. the assessed owner of the land;</li> <li>2. if under Land Titles Act, every person appearing by the parcel register and by the index of executions for the area in which the land is situate to have an interest in the land on the day the tax arrears certificate was registered, other than a person who has an interest referred to in clause 379(7.1)(a) or (b); and</li> <li>3. if under Registry Act, every person appearing by the abstract index and by the index of executions for the area in which the land is situate to have an interest in the land on the day the tax arrears certificate was registered, other than a person who has an interest referred to in clause 379 (7.1)(a) or (b).</li> </ol> <p>Notice shall also be sent to the spouse of that person.</p>	<p>Notice of registration of tax arrears certificate to be provided by prepaid registered mail within sixty (60) days after registration to parties specified in the Act.</p>
<p>379(1) Tax Arrears - Public Sale</p>	<p>If the cancellation price remains unpaid 280 days after the day the tax arrears certificate is registered, the Treasurer, within 30 days after the expiry of the 280 day period, shall send to the persons entitled to receive notice under Section 374 a final notice that the land will be advertised for public sale unless the cancellation price is paid before the end of the one-year period following the date of the registration of the tax arrears certificate.</p>	<p>Final notice that land will be advertised for public sale to be given by prepaid registered mail to persons entitled to receive notice within 30 days after the expiry of the 280 day period.</p>

<p>Section 379(2) Tax Arrears - Public Sale - Advertisement</p>	<p>If, at the end of the one-year period following the date of the registration of the tax arrears certificate, the cancellation price remains unpaid and there is no subsisting extension agreement, the land shall be offered for public sale by public auction or public tender, as the Treasurer shall decide, and the Treasurer shall immediately, (a) make a statutory declaration stating the names and addresses of the persons to who notice was sent under subsection 379(1); and (b) advertise the land for the sale once in the Ontario Gazette and once a week for four weeks in a newspaper that, in the opinion of the Treasurer, has such circulation within the municipality as to provide reasonable notice of the sale or, if there is no such newspaper, post a notice in the municipal office and one other prominent place in the municipality.</p>	<p>Public notice to be provided as follows:</p> <ul style="list-style-type: none"> <li>▪ One (1) week in The Ontario Gazette;</li> <li>▪ Once a week for four (4) consecutive weeks within a newspaper having sufficient circulation in the municipality; and</li> <li>▪ By posting on the municipal website.</li> </ul>
<p>Section 380(3) Tax Arrears – Public Sale – Payment into Court</p>	<p>Within 60 days after making a payment into court under subsection (2), the Treasurer shall send a copy of the statement to the Public Guardian and Trustee and to the persons to whom the Treasurer sent notice under subsection 379(1).</p>	<p>Copy of statement to be sent sixty (60) days after payment into court to the Public Guardian and Trustee by prepaid first class mail and to the persons sent notice by the Treasurer under subsection 379(1) by prepaid registered mail.</p>
<p>Section 400(f) Fees and Charges – Regulations</p>	<p>The Minister may make regulations providing for any matters which, in the opinion of the Minister, are necessary or desirable for the purposes of this Part, including, f) requiring a municipality or local board to give the prescribed notice of its intention to pass a by-law imposing the fees and charges which have priority lien status under clause 400(d) which are added to the tax roll, to the prescribed persons in the manner and form and at the times prescribed.</p>	<p>Notice of intent to pass a By-Law to be provided in the manner and form and at the times as prescribed by the Minister.</p> <p>Public Notice to be provided at least once during the seven (7) days prior to the passing of the by-law by posting on the municipal website.</p>
<p>Section 402(1) Application – To Incur Debt - Notice</p>	<p>Upon receipt of an application of a municipality to incur a debt, the Ontario Municipal Board may direct the municipality to give notice of the application to such persons and in such manner as the Board determines.</p>	<p>Notice of Debt to be provided to such persons and in such manner as determined by the Ontario Municipal Board.</p>

<p>Section 435(2) Powers of Entry – Notice</p>	<p>Notice of the proposed entry shall be provided to the occupier of the land, except,  (i) where the entry is authorized under section 436, clause 437(a) or (e) or section 439  (ii) where the entry is authorized under section 438 in respect of a premises other than a room or place actually used as a dwelling,  (iii) where entry is authorized onto land under section 62, 87 or 97 or Part XI, or  (iv) where the delay necessary to give notice of the entry would result in an immediate danger to the health or safety of any person.</p>	<p>Notice to inform the occupier of the land to be provided at least one (1) day prior to entry by personal service or prepaid first class mail or by posting the notice on the land in a conspicuous place. Notice must be given by personal service in the circumstances identified in 435(2) of the Act.</p> <p>The notice must satisfy the following requirements:</p> <ol style="list-style-type: none"> <li>1. The notice must be given to the occupier of the land in respect of which the power of entry will be exercised.</li> <li>2. The notice must be given within a reasonable time before the power of entry is exercised.</li> <li>3. The notice must be given by personal service in the case of a proposed exercise of a power of entry under section 79, 80 or 446 in respect of a room or place actually used as a dwelling.</li> <li>4. In the case of a proposed exercise of a power of entry other than one described in paragraph 3, the notice must be given by personal service or prepaid mail or by posting the notice on the land in a conspicuous place.</li> </ol>
<p>Section 441(2) Collection of Unpaid Licensing Fines - Notice</p>	<p>If any part of a fine for a contravention of a business licensing by-law remains unpaid after the fine becomes due and payable under section 66 of the Provincial Offences Act, including any extension of time for payment ordered under that section, the authorized officer may give the person against whom the fine was imposed a written notice specifying the amount of the fine payable and the final date on which it is payable, which shall be not less than 21 days after the date of the notice.</p>	<p>Written notice to be provided by prepaid registered mail specifying the amount of the fine payable and final date to pay which shall not be less than twenty-one (21) days after the date of notice.</p>
<p>Section 447.1(3) Closing premises - Public Nuisance – Notice to Attorney General</p>	<p>After obtain consent under subsection 447.1(2) but before making an application under subsection 447.1(1), the municipality shall give 15 days notice of its intention to make an application under subsection 447.1(1) to the Attorney General.</p>	<p>Letter of application to be provided to the Attorney General fifteen (15) days prior to making application by prepaid registered mail.</p>