



P-54 Public Notice Advertising Policy

POLICY TITLE	PUBLIC NOTICE ADVERTISING POLICY		
Replaces (if applicable)	N/A		
Authority	Legislative (Council)	Department Responsible (if applicable)	Administration
Effective Date	October 1, 2024		
Last Review Date	New	Next Review Date	October 1, 2025
Supporting Documents	<ul style="list-style-type: none"> • Public Notice Advertising Bylaw No. 2055, 2024 		

STATEMENT

The District of Kitimat has a Public Notice Advertising Bylaw which provides for the alternative means of publishing of District of Kitimat Public Notices.

In recognition of the local weekly newspaper being a valued source for sharing information in the community, the District wishes to continue the practice of advertising Public Notices in the newspaper.

PURPOSE

This policy provides direction on the use of the newspaper with respect to District of Kitimat Public Notices.

SCOPE

This policy applies where the District of Kitimat is required to provide notice through Public Notice.

DEFINITIONS

Public Notice means a notice that is required to be given or published in accordance with section 94 of the *Community Charter*.

PROCEDURES

1. Unless otherwise directed by Council, the Public Notice will be published at least once in the local newspaper in accordance with timelines established through legislation, the *Kitimat Municipal Code*, or past practices.
2. Notwithstanding this policy, the Corporate Officer may require the Public Notice to be published in additional issues as authorized in Public Notice Advertising Bylaw No. 2055, 2024.