

THE CORPORATION OF THE  
TOWNSHIP OF BLANDFORD-BLENHEIM  
BY-LAW NUMBER 1668-2011

Being a By-law to prescribe the form, manner and times for the provision of  
public notice.

(Repeals By-law No. 1385-2002)

WHEREAS Section 270 (1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended provides for that the Municipality shall adopt and maintain policies 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 provided;

AND WHEREAS sections of the Municipal Act, 2001, S.O. 2001 c.25 as amended 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(1) of the Municipal Act, 2011, 2011 S.O. 2001, c. 25 as amended, 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 it is deemed advisable to establish a public notice policy;

NOW THEREFORE the Council of the Corporation of the Township of Blandford-Blenheim enacts as follows:

**Definitions**

1. In this by-law

“Act” shall mean the *Municipal Act, 2001* S.O. 2001, c.25 as amended.

“CAO” shall mean the CAO of the Township of Blandford-Blenheim.

“Clerk” shall mean the Clerk of the Township of Blandford-Blenheim.

“Council” shall mean the Council of the Township of Blandford-Blenheim.

“Mayor” shall mean the Mayor of the Township of Blandford-Blenheim.

“MPAC” shall mean the Municipal Property Assessment Corporation.

“Municipality” shall mean the Township of Blandford-Blenheim.

“Newspaper” shall mean 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 or current events of general interest and sold to the public and to regular subscribers.

“Notice to the Public” or “Public Notice” shall mean notice given to the public generally, but does not include notice given only to specified persons.

“Notice by mail” shall mean notice given to a specified person or persons by pre-paid first class mail and shall be deemed to be completed on the day that the mailing of all required notices is completed.

“Personal Notice” shall mean notice given to a specified person or persons by personal service, and shall be deemed to be completed on the day that the serving of all required notices is completed.

“Website” shall mean the official Township of Blandford-Blenheim website.

### **Application**

2. Notice to the public shall be provided in the circumstances and in the form, manner, and times set out in Appendix “A”, attached in the form, manner and times as set out in Appendix “A”.
3. A public notice given under the provision of clause 2 of this By-law, utilizing the Municipal website, shall be sufficient even if the Township of Blandford-Blenheim website is not accessible at all times during the public notice posting period.
4. A notice given under the provisions of this policy shall contain the following information at a minimum:
  - i) a general description of the purpose of the matter;
  - ii) where the matter relates to a defined location, sufficient particulars of the location such as a key map, municipal address or legal description;
  - iii) if a meeting is to take place, the date, time and location of the meeting at which the matter will be considered;
  - iv) the name and address of the person who will receive written comments on the issue, which is the subject of the meeting and the deadline for receiving any comments; and
  - v) instructions for obtaining additional information.
5. Upon written request for further information, this information shall be provided at the discretion of the Clerk.
6. If required by any Act, Regulation, or other By-law, notice will be given in the form, manner, and times prescribed in the Act, Regulation, or other By-law.
7. If Council directs that in particular circumstances notice to the public be provided, notice will be provided in the form, manner, and times as specified by Council.
8. The notice requirements under this by-law are minimum requirements and the Clerk or Council may give notice to the public in an extended manner if, in the opinion of the Clerk or Council, the extended manner is reasonable and necessary in the circumstances.
9. No public notice shall be required under the provisions of this By-Law where the Council is authorized by the Municipal Act, or other legislation, to consider a matter in a meeting closed to the public.

### **Matter Deferred**

10. If a matter is deferred at a Council meeting or if a matter is to be considered at a subsequent Council meeting, no additional public notice shall be required, except where the Municipal Act provides otherwise or if the Township of Blandford-Blenheim Municipal Council directs that additional public notice be provided.

**Emergency Provision**

11. The public notice requirements of this policy may be waived by the Mayor in consultation with the CAO, where a matter is considered to be of an urgent or emergency nature affecting the health, safety and well being of residents of the Township of Blandford-Blenheim and best efforts shall be made to provide as much notice as is reasonable under the circumstances.

**Repeal**

12. By-law No. 1385-2002 and all other previous notice by-laws are hereby repealed.

**Conflict**

13. Where any by-law passed prior to this by-law conflicts with this by-law, the terms of this by-law shall prevail.

**Enactment**

14. This by-law shall become effective upon the date of enactment.

**READ A FIRST AND SECOND TIME THIS 16<sup>th</sup> day of MARCH, 2011.**

**READ A THIRD TIME AND FINALLY PASSED THIS 16<sup>th</sup> day of MARCH, 2011.**

(SEAL)

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Marion Wearn, Mayor

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Fran Bell, Clerk/CAO

## Appendix “A” – Notice By-Law – By 1668-2011

MUNICIPAL ACT PART / SECTION	SUBJECT MATTER	MUNICIPAL ACT REQUIREMENT	POLICY Timing / Method / Form of Notice
<b>PART I – SPECIFIC MUNICIPAL POWERS - Highways</b>			
Section 34 (1) (2)	Highway Closing / Altering	Highway closing procedures 34. (1) A By-law permanently closing a highway does not take effect until a certified copy of the By-law is registered in the proper land registry office. 2006, c. 32, Consent (2) A By-law permanently closing a highway shall not be passed without the consent of the Government of Canada if the highway, (a) abuts on land, including land covered by water, owned by the Crown in right of Canada; or (b) leads to or abuts on a bridge, wharf, dock, quay or other work owned by the Crown in right of Canada. 2006, c. 32,	Notice of council’s intention to pass a By-law closing and/or altering a local highway/roadway to persons and agencies directly affected by the By-law to be provided at least two (2) weeks prior to enactment of the By-law.  1) Mail to all property owners within 120 meters of the subject highway; 2) Publication within a newspaper having general circulation in the area; 3) Appropriate signage at the closest major intersection of the affected highway to be displayed 30 days prior to closure/alteration; 4) Township website.
Section 48	Naming of Private Roads	Naming private roads 48. 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. 2001, c. 25, s. 48.	Notice of Council’s intent to pass a By-law to name a private road to be provided at a previous meeting of Council, and on the Township website.
<b>PART V – MUNICIPAL REORGANIZATION – Municipal Restructuring</b>			
Section 173 (3)	Restructuring Proposal	Proposal to restructure 173. (1) A municipality or local body in a geographic area may, subject to subsection (2), make a restructuring proposal to restructure municipalities and unorganized territory in the geographic area by submitting to the Minister a restructuring report containing, (a) a description of the restructuring proposal in a form and in such detail as the Minister may require; and (b) proof in a form satisfactory to the Minister that, (i) the restructuring proposal has the prescribed degree of support of the prescribed municipalities and local bodies in the geographic area, (ii) the support was determined in the prescribed manner, (iii) the municipalities and local bodies which support the restructuring proposal meet the prescribed criteria, and (iv) the municipality or local body consulted the public in the required manner. 2001, c. 25, s. 173 (1).	Notice of Council’s intention to pass a By-law affecting the municipal structure to be provided at least two (2) weeks prior to a public meeting date.  1) Publication within a newspaper having general circulation in the area; 2) Township website.
<b>PART V – MUNICIPAL REORGANIZATION – Change of Name</b>			
Section 187 (3)	Change of Name	Notification (3) 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. 2001, c. 25, s. 187 (3).	Notice of Council’s intention to pass a By-law changing the name of the municipality to be provided at least two (2) weeks prior to a public meeting date.  1) Publication within a newspaper having general circulation in the area; 2) Township website; 3) By Mail to the Director of Titles.
<b>PART V – MUNICIPAL REORGANIZATION – Dissolution and Change of Local Boards</b>			
Section 216 (1)	Dissolution of Local Board	Power to Dissolve or change local board 216. (1) Without limiting sections 9, 10, and 11, those sections authorize a municipality to dissolve or change a local board.	Notice of Council’s intention to pass a By-law dissolving a local board to be provided at least two (2) weeks prior to a public meeting date.  1) Publication within a newspaper having general circulation in the area; 2) Township website; 3) Mail to all board members of affected local board.
Section 217 (1)	Council Composition	Changes to Council Composition of council of local municipality 217. (1) Without limiting sections 9, 10 and 11, those sections authorize a local municipality to change the composition of its council subject to the following rules:	Notice of Council’s intention to pass a By-law changing council composition to be provided at least two (2) weeks prior to a public meeting date. A public meeting must be held prior to any change in Council composition regarding section 217 of the Act as amended.  1) Publication within a newspaper having general circulation in the area; 2) Township website.

<b>PART VI – PRACTICES AND PROCEDURES – Procedure By-law</b>			
Section 238	Procedure By-law	Procedure By-laws respecting meetings (2) Every municipality and local board shall pass a procedure By-law for governing the calling, place and proceedings of meetings. 2001, c. 25, s. 238 (2).	Procedure By-law shall provide for notice regarding amendment or repeal of the Procedure By-law.
238 (2.1)	Notice of Meetings	Notice (2.1) The procedure By-law shall provide for public notice of meetings. 2006, c. 32, Sched. A, s. 102 (3).	Procedure By-law shall provide for public notice of regular and special meetings.
<b>PART VI – PRACTICES AND PROCEDURES – Sale of Land</b>			
Section 270(1)	Sale of Land	270. (1) A municipality shall adopt and maintain policies with respect to the following matters: 1. Its sale and other dispositions of land. 2001, c. 25, s. 270 (1) (1).	The sale and other disposition of land policy shall provide for public notice of sale and disposition of Township land.
<b>PART VII – FINANCIAL ADMINISTRATION</b>			
Section 295 (1)	Publication of Financial Statements	Publication of financial statements, etc. 295. (1) 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 (ii) to such persons and in such other manner as the treasurer considers appropriate. 2001, c. 25, s. 295 (1).	Audited Financial Statements including Notes to Financial Statements to be published by the Treasurer within sixty (60) days of receipt from the Township Auditor.  1) Publication within a newspaper having general circulation in the area; 2) Township website.
Section 297 (4)	Auditor's right to attend	4) The auditor may attend any meeting of members of council or any local board of the municipality and is entitled, (a) to receive all notices relating to the meeting that any member is entitled to receive; and (b) to make representations at that meeting on any matter that concerns him or her as auditor. 2001, c. 25, s. 297 (4).	As requested from the Auditor.
<b>PART IX – LIMITATION ON TAXES FOR CERTAIN PROPERTY CLASSES</b>			
Section 331 (9)	Tax on Eligible Properties	(9) The local municipality shall mail to the owner of each eligible property the list of the comparable properties and the determination made under subsection (2) with respect to that eligible property within 60 days after the date the list is received by the local municipality. 2001, c. 25, s. 331 (9).	Mail within 60 days to the owner of each eligible property after receipt of list from MPAC.
<b>PART X – TAX COLLECTION</b>			
Section 342 (5)	Alternative Installments Cessation	Cessation (5) The use by a taxpayer of the alternative installments and due dates under clause (1) (b) ceases if, (a) the taxpayer requests the cessation in writing; (b) the taxes of the taxpayer are unpaid after the due date and the treasurer gives written notice to the taxpayer that the alternative installments and due dates may no longer be used; or (c) the municipality, for any year, does not establish such alternative installments and due dates. 2001, c. 25, s. 342 (5).	Personal reminder notice by mail as determined by the Treasurer.
Section 343 (1) (2)	Notice of Tax Bills	343. (1) The treasurer shall send a tax bill to every taxpayer at least 21 days before any taxes shown on the tax bill are due. 2001, c. 25, s. 343 (1). Contents of tax bill (2) A tax bill shall contain, (a) the name of the taxpayer; (b) the assessment roll number of the property; (c) a description of the property sufficient to identify it; (d) the assessed value of the property; (e) the total amount of taxes payable; (f) the amounts of the new taxes required to be shown separately on the tax roll unless the bill is for an interim tax; (g) the amount of any taxes previously billed for the year, including any accrued late payment charges; (h) the date or dates on which the taxes are due and any alternative schedule of due dates;	The Treasurer shall send a tax bill to every taxpayer at least 21 calendar days before any taxes shown on the tax bill are due.  The final tax bill shall contain, at a minimum, information as specified in Section 343 (2).

		(i) the place or places where the taxes may be paid; (j) the late payment charges which will be imposed on overdue taxes; (k) the discount which will be given for taxes paid in advance; and (l) if portions of the property are in two or more property classes, the matters set out in clauses (d), (e), (f) and (g) for each portion. 2001, c. 25, s. 343 (2).	
Section 348 (1) (2)	Determination of Tax Status	Determination of tax status 348. (1) The treasurer shall by February 28 in each year determine the position of every tax account as of December 31 of the preceding year. 2001, c. 25, s. 348 (1). Notice (2) On making the determination required by subsection (1), the treasurer shall send to every taxpayer who owes taxes from a preceding year a notice of those taxes and of the related late payment charges. 2001, c. 25, s. 348 (2).	Personal notice by mail to each affected taxpayer by February 28 <sup>th</sup> in each year.
Section 350 (1)	Obligation of Tenant	Obligations of tenant 350. (1) Where taxes are owed in respect of any land occupied by a tenant, the treasurer may give the tenant notice in writing requiring the tenant to pay the rent in respect of the land to the treasurer as it becomes due up to the amount of the taxes due and unpaid plus costs, and the tenant shall comply with the notice. 2001, c. 25, s. 350 (1).	Personal notice by mail to the tenant with a copy forwarded by mail to the registered owner / taxpayer.
Section 351 (8)	Seizure of Assets (not real property)	Notice (8) 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. 2001, c. 25, s. 351 (8).	The Treasurer, or the Treasurer's agent, shall give public notice of the time, date, and place of the public auction to recover the taxes and costs of seizure.  (1) Personal notice by mail to the affected party. (2) Publication within a newspaper having general circulation in the area. (3) Township website.
Section 356 (5)	Division of Land	Notice (5) 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. 2001, c. 25, s. 356 (5).	On or before September 30 <sup>th</sup> of the year following the year in which the application is made, Council shall: <ul style="list-style-type: none"> <li>• Hold a public meeting at which the applicants and owners of any part of the land may make representation to Council; and</li> <li>• Notify the applicants and owners of the meeting by mail at least two (2) weeks before the meeting.</li> </ul> (1) Personal notice by mail to the applicants and owner at least two (2) weeks prior to the public meeting. (2) Notify the applicants and owners of the decision within two (2) weeks after Council makes its decision. <ul style="list-style-type: none"> <li>• Said decision shall be in writing and shall specify the last day for appealing council's decision.</li> </ul> (3) Notify MPAC in writing of Council's decision.
Section 357 (5) (6)	Cancellation, reduction, refund of taxes – Meeting & Decision	Meeting (5) 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 applicants of the meeting by mail sent at least 14 days before the meeting; and (c) make its decision. 2001, c. 25, s. 357 (5). Notice (6) Within 14 days after making its decision, council shall notify the applicants of the decision and specify the last day for appealing the decision. 2001, c. 25, s. 357 (6).	On or before September 30 <sup>th</sup> of the year following the year in which the application is made, Council shall: <ul style="list-style-type: none"> <li>• Hold a public meeting at which the applicants may make representation to Council;</li> <li>• Notify the applicants and owners of the meeting by mail at least two (2) weeks before the meeting; and</li> <li>• Make a decision regarding the cancellation, reduction or refund of taxes.</li> </ul> (1) Personal notice by prepaid registered mail to the applicants and owner at least two (2) weeks prior to the public meeting. (2) Notify the applicants and owners of the decision within two (2) weeks after council makes its decision. <ul style="list-style-type: none"> <li>• Said decision shall be in writing and shall specify the last day for appealing council's decision.</li> </ul> (3) Notify MPAC in writing of council's decision.

Section 358 (8) (9) (10)	Overcharges caused by a gross or manifest error (but not an error in judgment)	<p>Notice (8) If an application is not valid under subsection (5), the treasurer shall notify the applicant in writing of the reasons it is not valid. 2001, c. 25, s. 358 (8).</p> <p>Meeting (9) On or before September 30 of the year following the year in which the application is made, council shall, (a) hold a meeting at which the applicant 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. 2001, c. 25, s. 358 (9).</p> <p>Notice (10) Within 14 days after making its decision, council shall notify the applicant of the decision. 2001, c. 25, s. 358 (10).</p>	<p>If the application under Section 358 is not valid, the Treasurer shall notify the applicant in writing of the reasons it is not valid. On or before September 30<sup>th</sup> of the year following the year in which the application is made, Council shall:</p> <ul style="list-style-type: none"> <li>• Hold a public meeting at which the applicants may make representation to Council;</li> <li>• Notify the applicants and owners of the meeting by mail at least two (2) weeks before the meeting; and</li> <li>• Make a decision regarding the cancellation, reduction or refund of taxes.</li> </ul> <p>(1) Personal notice by mail to the applicants and owner at least two (2) weeks prior to the public meeting. (2) Notify the applicants and owners of the decision within two (2) weeks after council makes its decision.</p> <ul style="list-style-type: none"> <li>• Said decision shall be in writing and shall specify the last day for appealing council's decision.</li> </ul> <p>(3) Notify MPAC in writing of council's decision.</p>
Section 359 (3) (4)	Increase of taxes caused by a gross or manifest error (but not an error in judgment)	<p>Meeting (3) 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. 2001, c. 25, s. 359 (3).</p> <p>Notice (4) 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. 2001, c. 25, s. 359 (4).</p>	<p>As identified by the Treasurer,</p> <ul style="list-style-type: none"> <li>• Council shall hold a public meeting at which the Treasurer and the person in respect of whom the application is made may make representation to council;</li> <li>• The person in respect of whom the application is made shall be notified two (2) weeks before the meeting; and</li> <li>• Council shall make a decision regarding the application and notify the Treasurer and the person in respect of whom the application is made of their decision.</li> </ul> <p>(1) Personal notice by mail to the person in respect of whom the application is made at least two (2) weeks prior to the meeting. (2) Notify the applicants and owners of the decision within two (2) weeks after council makes its decision.</p> <ul style="list-style-type: none"> <li>• Said decision shall be in writing and shall specify the last day for appealing council's decision.</li> </ul> <p>(3) Notify MPAC in writing of council's decision.</p>
Section 359.1	Error in calculating taxes	<p>Meeting (2) Before making a decision under subsection (1), 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; and (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. 2004, c. 31, Sched. 26, s. 7.</p> <p>Notice (3) Within 14 days after making its decision, the council shall notify the treasurer and the person in respect of whom the application is made of the decision. 2004, c. 31, Sched. 26, s. 7.</p>	<p>As identified by the Treasurer,</p> <ul style="list-style-type: none"> <li>• Council shall hold a public meeting at which the Treasurer and the person in respect of whom the application is made may make representation to council;</li> <li>• The person in respect of whom the application is made shall be notified two (2) weeks before the meeting; and</li> <li>• Council shall make a decision regarding the application and notify the Treasurer and the person in respect of whom the application is made of their decision.</li> </ul> <p>(1) Personal notice by mail to the person in respect of whom the application is made at least two (2) weeks prior to the meeting. (2) Notify the applicants and owners of the decision within two (2) weeks after council makes its decision.</p> <ul style="list-style-type: none"> <li>• Said decision shall be in writing and shall specify the last day for appealing council's decision.</li> </ul> <p>(3) Notify MPAC in writing of council's decision.</p>
<b>PART X – TAX COLLECTION</b>			
Section 374 (1)	Notice of Registration	<p>Notice of registration 374. (1) 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: 1. The assessed owner of the land. 2. Where the land is registered under the 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).</p>	<p>Notice of registration certificate to be provided by mail within sixty (60) days after registration to parties specified in the Act.</p>

		<p>3. Where the Registry Act applies to the land, 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). 2001, c. 25, s. 374 (1); 2006, c. 32, Sched. A, s. 153.</p> <p>Spouse of owner (2) If a notice is sent under this section to a person appearing by the records of the land registry office to be the owner of the land, a notice shall also be sent to the spouse of that person and, where this subsection is complied with, section 22 of the Family Law Act shall be deemed to have been complied with. 2001, c. 25, s. 374 (2).</p> <p>Statutory declaration (3) The treasurer shall, immediately after complying with subsections (1) and (2), make a statutory declaration in the prescribed form stating the names and addresses of the persons to whom notice was sent. 2001, c. 25, s. 374 (3).</p> <p>Inspection (4) The treasurer shall permit any person, upon request, to inspect a copy of the statutory declaration made under subsection (3) and shall provide copies of it at the same rate as is charged under section 253. 2001, c. 25, s. 374 (4).</p> <p>Limitation (5) A person is not entitled to notice under this section if, (a) after a reasonable search of the records mentioned in subsection 381 (1), the treasurer is unable to find the person's address and the treasurer is not otherwise aware of the address; or (b) the person has expressly waived the right to notice, either before or after the notice should have been sent. 2001, c. 25, s. 374 (5).</p>	
Section 379 (1)	Public Sale	<p>Public sale 379. (1) 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. 2001, c. 25, s. 379 (1).</p>	Final notice to be given by mail to persons entitled to receive notice within thirty (30) days after the expiry of the 280 day period.
Section 379 (2)	Public Sale – Advertisement	<p>Advertisement (2) 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 whom notice was sent under subsection (1); and (b) advertise the land for 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. 2001, c. 25, s. 379 (2).</p>	<p>If, at the end of the one-year period following the date of registration of the tax arrears certificate, the cancellation price remains unpaid and council has not authorized an extension agreement, the Treasurer shall decide whether the property shall be offered for public sale by public auction or public tender.</p> <p>The Treasurer shall immediately: (1) Ensure Public Notice for one week in The Ontario Gazette. (2) Publish within a newspaper having general circulation in the area once a week for four (4) consecutive weeks prior to the date of public auction / public tender. (3) Township website for four (4) consecutive weeks prior to the date of the public auction / public tender.</p>
Section 380 (3)	Application of Proceeds – Payment into Court	<p>Notice (3) 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). 2001, c. 25,</p>	Within sixty (60) days after payment into the court, the Treasurer shall prepare and send by mail a statement to those specified by the Act.
Section 380.1 (2)	No successful purchaser – Notice of Resale	<p>Notice (2) At least 30 days before the land is readvertised for public sale, the treasurer shall send to the persons entitled to receive notice under subsection 379 (1) a notice that the land will be readvertised for public sale. 2006, c. 32, Sched. A, s. 157.</p>	Notice to be given by mail to persons entitled to receive notice thirty (30) days before the land is readvertised.
<b>PART XII – FEES &amp; CHARGES</b>			
Section 400 (f)	Regulations: re Fees & Charges	<p>Regulations 400. 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 (d) to the prescribed persons in the manner and form and at the times prescribed;</p>	Notice, regarding Section 400 of the Act, to be posted on the Township website at least 14 days prior to passing of the By-law regarding Section 400 of the Act, subject to any regulations made by the Minister.