

# Ontario Heritage Act Alternative Notice Policy

Policy number:	G-COM-004
Section:	Governance
Sub-section:	Planning, development and building
Author:	Planning Services
Authority:	Council
Effective date:	2023-06-12
Review by date:	2023
Last modified:	2023-05-01

## Policy statement

The Corporation of the Town of Oakville (town) values and encourages public engagement and is committed to open two-way communication to develop and deliver quality programs and services that meet the needs of the community. The town supports the use of online communications to promote open, inclusive communications in accordance with the town's communication procedure, accessibility policy and any other related policies and procedures. The town shall also promote environmental initiatives advancing Oakville as a sustainable community.

## Purpose

The objective of this Policy is to establish an alternative method for the town to provide public notice required under the *Ontario Heritage Act* (OHA) by publishing notices on the town website, whereas currently these public notices are published in the local newspaper.

This Policy follows the guiding principles of the Public Notice and Engagement Policy by providing timely, clear and accessible communication that is fiscally and environmentally sustainable.

This Policy supports the Environmental Sustainability Policy by reducing consumption and increasing efficiency in resources and material use.

## Scope

When required under the *Ontario Heritage Act* (OHA), the town shall provide public notice on the town's corporate website, [www.oakville.ca](http://www.oakville.ca)

In addition to public notice, the OHA requires notices to be sent to the Ontario Heritage Trust and to owners of property that is subject to a decision made under the OHA. This Policy does not apply to those requirements and they remain in effect.

Public notice required under the OHA may also be given in the local newspaper, in addition to the website, if considered by staff to be beneficial and appropriate.

This Policy applies to all town staff who provide public notice in accordance with the OHA.

All notices published in accordance with the OHA must adhere to all municipal policies including the Public Notice and Engagement Policy and the Online Communications Policy.

## References and related documents

*Ontario Municipal Act*, Section 270 (1)

*Ontario Heritage Act*, Section 26 (4)

*Ontario Heritage Act*, Section 39.1 (3)

[Public Notice and Engagement Policy](#)

[Online Communications Policy](#)

[Environmental Sustainability Policy](#)