



Summer Village of Silver Sands

Council Policy

Number	Title			
A-ADM-INF-1	Dissemination of Information to the Public			
Approval	Approved		Last Revised	
(CAO initials)	Resolution No:	4-19	Resolution No:	
	Date:	February 8, 2019	Date:	

Purpose

To provide confidentiality guidelines to Council and staff.

Policy Statement

1. Summer Village Minutes, Bylaws and Financial Statements are considered to be public property. The charge for copies of these documents for the public shall be as per the Summer Village's Fees and Charges Bylaw.
2. All information other than that contained in the Minutes, Bylaws and Financial Statements (i.e. Summer Village business, salaries of individual employees and personnel matters) shall be confidential unless otherwise specified by the CAO.
3. Copies of all Minutes and Bylaws shall be posted to the Summer Village's website.
4. Although Summer Village policies, as contained in the Policy Manual, are considered to be public knowledge, all comments regarding these policies shall be restricted to the Mayor, Councillors and the Chief Administrative Officer.

Legal References:

Revisions:

Resolution Number	MM/DD/YY