Village Of Harrison Hot Springs Policy

POLICY NAME:	**Community Bulletin Board**	
POLICY NUMBER:	**1.06**	
APPROVING AUTHORITY:	☒ Legislative (Council Approved)	☐ Administrative (CAO Approved)
DATE ADOPTED:	May 15, 2006	
LAST AMENDED:	August 16, 2010	

PURPOSE

To establish guidelines and manage the use of the Village's Community Bulletin Boards.

DEFINITIONS

Community Bulletin Board means a Village owned bulletin board for the purpose of posting Community Notices or Village Notices and includes a Locked Community Bulletin Board, an Open Access Bulletin Board, a Public Notice Posting Place or any combination thereof

Community Event means an event that is hosted within the Village or nearby communities, with opportunities for participation (with or without a cost associated with the event)

Community Notice means a notice produced by a club, resident, business or organization other than the Village for the purpose of sharing information about an event, volunteer opportunity, fundraiser, class, workshop or other announcement of interest to the public

Locked Community Bulletin Board means a Community Bulletin Board that is locked and requires Village approval and access for the posting of a Community Notice

Open Access Bulletin Board means a Community Bulletin Board that anyone may post a Community Notice on without approval from the Village or the need for a key to access it

Public Notice Posting Places has the same meaning as in Council Procedure Bylaw No. 1216, 2025, and as amended from time to time

Village means the Village of Harrison Hot Springs

Village Notice means any notice produced and published by the Village, including but not limited to legislative notices, project updates, public notices, Village events information, job postings, calls for expressions of interest or other informational materials

POLICY

1. The maximum size allowable for a Community Notice to be placed on any Community Bulletin Board is 8.5" x 14".

2. Community Bulletin Boards may also be used to post Village Notices, however, they are not intended to replace the Public Notice Posting Places.

3. Open Access Bulletin Boards will not be formally moderated by the Village; however, the Village maintains the right to remove any Community Notice that is outdated, damaged, or does not comply with the Community Bulletin Board Policy.

4. Community Notices requested to be posted in Locked Community Bulletin Boards will be posted by Village staff when time allows and are subject to availability of space, with priority given to Village sanctioned programming and events.

5. Any person requesting that a Community Notice be posted in a Locked Community Bulletin Board must provide the Village with printed copies of the notice.

6. All Community Notices must be respectful and suitable for a public community environment. Content that is vulgar, discriminatory, harassing, offensive, inaccurate, slanderous or otherwise inappropriate is prohibited.

RECORD OF AMENDMENTS	
DATE AMENDED	SUMMARY OF AMENDMENTS