
DEPARTMENT: ALL TOWN DEPARTMENTS

TITLE: **Media Policy**

Minutes reference date: January 19, 1998 Page 132
1st Revision date: March 26, 2007

PURPOSE:

To identify who responds to media enquiries and when; to provide general guidelines when dealing with the media and to assist the media in accurately covering official Town business.

POLICY STATEMENT:

Every attempt will be made to respond promptly and accurately to all media enquiries and to inform the media of items which may be of interest to the public, including prior notice of public meetings and gatherings.