

**OFFICE CONSOLIDATION**  
**BY-LAW NUMBER 2023-09**  
**THE CORPORATION OF THE TOWNSHIP OF RIDEAU LAKES**

**AMENDMENTS:**

<b>By-Law/Resolution #</b>	<b>Date Approved</b>	<b>Amendment #</b>	<b>Subject Matter</b>
<b>By-Law 2023-34</b>	<b>June 5, 2023</b>	<b>1</b>	<b>Composition – 7 members</b>
<b>By-Law 2023-59</b>	<b>October 2, 2023</b>	<b>2</b>	<b>Composition – 8 members (1 public)</b>
<b>By-Law 2025-02</b>	<b>January 6, 2025</b>	<b>3</b>	<b>Composition – Any member of Council, Quorum</b>

**BEING** a By-Law to establish a Planning Advisory and Committee of Adjustment for the Township of Rideau Lakes.

**WHEREAS** the Planning Act R.S.O. 1990, Chapter P.13, as amended, Section 44 provides that if a Municipality has passed a By-Law under Section 34 or a predecessor of such Section, the Council of the Municipality may by By-Law constitute and appoint a Committee of Adjustment for the Municipality composed of such persons, not fewer than three, as the Council considers advisable.

**AND WHEREAS** the Planning ACT R.S.O. 1990, Chapter P.13, as amended, Section 8 provides that the Council of a Municipality may appoint a Planning Advisory Committee composed of such persons as the Council may determine.

**AND WHEREAS** Council finds it administratively expedient to have one body administer the Committee of Adjustment and the Planning Advisory Committee.

**NOW THEREFORE** the Council of The Corporation of the Township of Rideau Lakes enacts as follows:

1. That the Planning Advisory and Committee of Adjustment be established as a joint Committee for the Township of Rideau Lakes. The authority of each shall be as described in this By-law.
2. The Planning Advisory and Committee of Adjustment shall be comprised of any member of Council who wishes to sit on the Committee and one member of the Public. These appointments are to be made by Resolution of Council.

3. The Members of the Planning Advisory and Committee of Adjustment shall hold office until their successors are appointed and are eligible for re-appointment.
4. Where a Member ceases to be a Member before the expiration of his/her term, Council shall appoint another eligible person for the unexpired portion of the term.
5. Quorum shall mean 50% + 1 of the members appointed.
6. Annually the Planning Advisory and Committee of Adjustment shall elect a chair and a vice / acting chair who will preside in the absence of the chair.
7. Township of Rideau Lakes Manager of Development Services or their delegate shall serve as the secretary-treasurer and shall keep on file minutes and records of all applications and decisions and recommendations thereon, and all other official business of the Planning Advisory and Committee of Adjustment.
8. The Planning Advisory and Committee of Adjustment shall comply with such rules of procedure as are prescribed, in addition to complying with the requirements of The Planning Act, R.S.O. 1990, Chapter P.13, as amended.
9. The Committee of Adjustment, as constituted in accordance with Section 44 of the Planning Act, will consider and make decisions on Applications as described under Section 45 of the Planning Act, as well as Applications as described in Schedule 'B'.
10. The Planning Advisory Committee will consider and make recommendations to Council on planning applications, such as consents, plans of subdivision, official plan and/or zoning by-law amendments, condominiums, mining operations, etc.
11. The Planning Advisory and Committee of Adjustment will receive and hear delegations concerning applications as described in Section 8 of the Planning Act and all other planning matters.
12. The Planning Advisory and Committee of Adjustment will receive and hear reports from staff on planning matters.
13. The Planning Advisory Committee will review and make recommendations to Council on By-Laws to set Regulations, Policies and fees for planning.
14. The Manager of Development Services, or their delegate will attend the Planning Advisory and Committee of Adjustment meetings.

15. The Planning Advisory and Committee of Adjustment will hold Meetings as set out in Schedule "A" attached hereto, or as determined by the secretary-treasurer.
16. That Schedules "A" and "B" to this By-Law may be changed from time to time, as deemed desirable by Resolution of Council.

Any previous By-Laws, Resolutions, Motions, or Actions of Council that are in contravention of this By-Law are hereby repealed: By-Law 2010-112 and By-Law 2010-113.

This By-Law shall come into force and take effect on the date of final reading.

Read a first and second time this 6th day of February, 2023.

**Signed Original By-Laws are on file with the Clerk's Office.**

**SCHEDULE "A"**  
**TO BY-LAW 2023-09**

**The Planning Advisory and Committee of Adjustment will meet as follows:**

Location: Chantry Municipal Office  
Date: 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of Each Month  
Time: 1:00 P.M.

**SCHEDULE “B”  
TO BY-LAW 2023-09**

**The Committee of Adjustment will consider and make decisions on Applications of minor variations from the following By-Laws:**

- By-Law 2005-49 (to License, Regulate and Govern Refreshment Vehicles); and
- By-Law 2015-45 (Advertising Device By-Law); and
- Any Amendments to those By-Laws.