

October 13, 2021

Planning Committee
Township of Muskoka Lakes
1 Bailey Street
P.O. Box 129
Port Carling, ON P0B 1J0

Dear Chair Bridgeman and Planning Committee Members,

**Re: Agenda Item 11.a. –
Report from Chief Municipal By-law Enforcement Officer,
Re: By-law Enforcement Policy and Procedure Manual**

The Muskoka Lakes Association (MLA) and Friends of Muskoka (FOM) are appreciative that staff has brought forward a report proposing a by-law enforcement policy and procedure manual for Planning Committee's consideration.

We offer the following comments on the draft policy:

- we agree that it will be important to determine the priority of the by-laws to be updated and suggest that the site alteration by-law (including the blasting provisions), site plan control by-law and tree preservation by-law should be given highest priority;
- we suggest that by-law enforcement relating to site alteration, tree cutting and site plan agreements be prioritized;
- we encourage proactive, as well as reactive, by-law enforcement relating to site alteration, tree cutting and site plan agreements;
- we suggest that committee consider adding more detail regarding education and communication (eg. webinars hosted by the Planning Department, website information and/or welcome document sent to new homeowners). We repeat our offer in our August 10th letter to help with the Township's communications and education by circulating the Township's materials to our members/supporters and hosting a webinar where representatives of the Planning Department could explain the by-law requirements. We urge Council to not take resources away from by-law enforcement to pay for creating these communications; and

- we suggest that committee consider the need for Section 8.4, which provides that Councillors not comment or ask questions if a public delegation is received by Council on a by-law enforcement matter. We were unable to find any other municipal by-law enforcement policies which contained such a provision.

Thank you for this opportunity to provide our comments, which we hope will be helpful as you consider the draft policy.

Respectfully submitted,



Susan Eplett
Vice-President, Muskoka Lakes Association



Ken Pearce
Secretary & Director, Friends of Muskoka

cc. David Pink, Director of Development Services and Environmental Sustainability
Rob Kennedy, Chief Municipal Law Enforcement Officer