



Township of North Kawartha
280 Burleigh Street, PO Box 550, Apsley, ON K0L 1A0
Tel: 705-656-4445 | 1-800-755-6931 | Fax: 705-656-4446
www.northkawartha.ca

Report to Council

To: Mayor and Council Members
From: Kelly Picken, Deputy Clerk
Date: January 28, 2026
Subject: Committee of Adjustment Appointments

Recommendation:

That Council approves the appointment of all five members of Council to the North Kawartha Committee of Adjustment for one year commencing January 1, 2026, to December 31, 2026.

Background:

The Planning Act, R.S.O. 1990 c. P.13, Section 44 (3) provides that “the members of the committee who are not members of a municipal council shall hold office for the term of the council that appointed them and the members of the committee who are members of a municipal council shall be appointed annually”. The previous appointment of the Committee of Adjustment’s dates was December 6, 2023, to December 31, 2024.

Analysis:

Currently, the Committee of Adjustment is comprised of all five members of council with the Mayor as Chair. Section 44(1) of the Planning Act provides that the council of a municipality may by by-law constitute and appoint a committee of adjustment composed of such persons, not fewer than three, as council considers advisable. Members of Council shall be appointed annually, and members of the Committee shall elect one of themselves as chair, in the absence of the chair, the Committee may appoint another member as Acting Chair. The Committee shall appoint a Secretary-Treasurer. (Traditionally, the Clerk is the Secretary-Treasurer to Committee with the Deputy Clerk acting in her absence).

Financial Implications:

Included in Council remuneration.



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Strategic and/or Other Plans:

3. Governance – Maintain a Strong, Accountable Municipal Government

Consultant(s) Sourced:

Connie Parent, Clerk

Attachment:

By-law 2025-0003 Committee of Adjustment Appointment