

# **Key Highlights**

- Planning notices will now be shared **online and at the Municipal Office** to ensure more timely and reliable access for residents. **Mail distribution has been discontinued.**
- This change responds to ongoing postal delays and limited print newspaper delivery, which made mailed notices less dependable.
- Email subscriptions are available through both the <u>Township News</u> webpage and <u>Engage Muskoka Lakes</u>, making it easy to stay informed.
- Property signs will continue to be posted as required under the Planning Act.
- A new **online registry** is currently being developed in which will allow residents to subscribe to notifications for specific areas (a launch date has not been identified yet).
- The updated approach is designed to be **fair**, **accessible**, **sustainable**, **and fully compliant** with the *Planning Act*.
- Printed notices remain available at the Municipal Office, and staff can assist residents without regular internet access.

# **Frequently Asked Questions**

## Why is the Township changing how planning notices are sent out?

We want residents to receive planning information reliably and on time. With recent postal delays and limited print newspaper delivery, mailed notices are no longer a dependable way to reach the community. By posting notices <u>online</u> and at the Municipal Office, we can ensure that everyone has consistent and timely access to the information they need.

# Why can't the Township just use couriers instead of mail?

We looked into courier delivery, but the costs are quite high especially for wide circulation areas or property owners who live outside the province. Covering these expenses through general taxation wouldn't be fair to residents. The updated



approach offers a more responsible, sustainable, and consistent way to share information with the community.

#### Where can I find planning notices now?

Planning notices are available both online and in print so residents can access them in whichever way works best:

#### Online:

- <u>Township News webpage</u> (Planning Notices category)
  - o Email subscriptions available
- Engage Muskoka Lakes (Planning Projects page)
  - o E-mail subscription available
- Township social media channels (<u>Facebook</u>, <u>LinkedIn</u>)
- <u>Muskoka GeoHub</u> (Muskoka Lakes Planning Activity)

#### Print:

- Community notice boards at the Municipal Office (1 Bailey St.)
- Signage posted on the subject property, as required

## How do I stay informed without mailed notices?

You can subscribe to email updates through the <u>Planning Notices</u> category on the <u>Township News</u> webpage or through <u>Engage Muskoka Lakes</u>. Whenever a new notice or update is posted, it will be sent directly to your inbox.

If you are interested in planning activity for a specific property, you can contact the Planning Department (contact info below) and request to be added to that property's email list. You'll be notified if an application is submitted.

**Coming soon**: The Township is developing an online registry that will allow residents to subscribe to specific areas and receive direct email updates – a modern replacement for the former mailed notice system.

## What is Engage Muskoka Lakes and how is it different?

<u>Engage Muskoka Lakes</u> is our online engagement hub where you can follow planning applications, track project updates, view maps and records, and learn about public meetings.



While the <u>Township News webpage</u> posts the formal notices required under the Planning Act, <u>Engage Muskoka Lakes</u> offers additional background and context to help residents understand the full picture.

#### Will physical signs still be posted on properties?

Yes. Posting signs on subject properties continues to be required under the <u>Planning</u> <u>Act</u>. This helps ensure neighbours and nearby property owners stay aware of proposed changes in their area.

### Why were these changes made now?

Ongoing mail disruptions and fewer newspaper delivery options have made traditional notice methods less reliable. To better serve residents, the Township evaluated alternative approaches and adopted this updated process. Planning Committee endorsed the change in October 2025, and Council ratified it in November 2025. The goal is to provide clearer, more dependable communication for residents, business owners, workers, and visitors.

### What if I don't have regular internet access?

Printed notices remain available at the Municipal Office, and property signage will continue as usual. Township staff are also happy to help residents access information or subscribe to updates if needed.

## Does this change meet all legal requirements?

Yes. The revised notification process fully complies with the <u>Planning Act</u>, which allows municipalities to use digital channels when mail or newspaper delivery is unreliable.

# **Support & Contact Information**

Planning Department Township of Muskoka Lakes 705-765-3156 planning@muskokalakes.ca

