

**SUBJECT: Summary of Oral and Written Public Submissions for Items Subject to the *Planning Act* 'Explanation Requirements' at the City Council Meeting of September 10, 2025**

**File Number: ACS2025-OCC-CCS-0109**

**Report to Council 24 September 2025**

**Submitted on September 19, 2025 by Caitlin Salter MacDonald, City Clerk**

**Contact Person: Kelly Crozier, Committee Coordinator, (613) 580-2424 x 16875, [kelly.crozier@ottawa.ca](mailto:kelly.crozier@ottawa.ca)**

**Ward: Citywide**

**OBJET : Résumé des observations orales et écrites du public sur les questions assujetties aux exigences d'explication aux termes de la *Loi sur l'aménagement du territoire* à la réunion du Conseil le 10 septembre 2025**

**Dossier : ACS2025-OCC-CCS-0109**

**Rapport au Conseil le 24 septembre 2025**

**Soumis le 19 septembre 2025 par Caitlin Salter MacDonald, Greffière municipale**

**Personne-ressource: Kelly Crozier, coordonnatrice du comité, 613-580-2424, p. 16875, [Kelly.crozier@ottawa.ca](mailto:Kelly.crozier@ottawa.ca)**

**Quartier : À l'échelle de la ville**

#### **Report Recommendation**

**That Council approve the Summaries of Oral and Written Public Submissions for items considered at the City Council Meeting of September 10, 2025, that are subject to the 'Explanation Requirements' being the *Planning Act*, subsections 17(23.1), 22(6.7), 34(10.10) and 34(18.1), as applicable, as described in this report and attached as Documents 1-3.**

## **Recommandation du rapport**

**Que le Conseil approuve les résumés des observations orales et écrites du public sur les questions étudiées à la réunion du 10 septembre 2025 du Conseil municipal qui sont assujetties aux exigences d'explication prévues aux paragraphes 17(23.1), 22(6.7), 34(10.10) et 34(18.1) de la *Loi sur l'aménagement du territoire*, selon le cas, et comme les décrit le présent rapport et qui sont joints à titre des documents 1-3.**

## **BACKGROUND**

This report was prepared pursuant to the process approved by City Council on November 9, 2016, to address Bill 73, the *Smart Growth for Our Communities Act*, 2015, which amended the *Planning Act* such that municipalities are required to explain the effect of public input on planning decisions.

Effective July 1, 2016, provisions of Bill 73, the *Smart Growth for Our Communities Act*, 2015, took effect to amend certain Subsections of the *Planning Act* such that municipalities are required explain the effect of public input on planning decisions. Generally, the legislation requires City Council to ensure that a written Notice of its decision is given in the prescribed manner, and that this Notice contain a “brief explanation of the effect, if any, that the written and oral submissions. had on [Council’s] decision.” Oral submissions include the public delegations that appear at Committee, and written submissions include any that were provided formally to Council between the date a report is published in the Committee agenda and the date of Council’s decision.

In anticipation of the legislation coming into effect, City Council, at its meeting on June 22, 2016, passed Motion No. 34/7 to adopt an interim practice to ensure the City’s compliance with these requirements, with the intent of adopting a new process as part of the Mid-term Governance Review later that year.

On November 9, 2016, City Council considered the report titled, “2014-2018 Mid-term Governance Review” (ACS2016-CCS-GEN-0024), and approved the following revised process to ensure the City’s compliance with these new Bill 73 requirements:

Staff reports to Planning and Housing Committee and Agriculture and Rural Affairs Committee with respect to affected planning matters include the following recommendation:

1. That Committee approve the Consultation Details Section of this report be included as part of the 'brief explanation' in the Summary of Written and Oral Public Submissions, to be prepared by the City Clerk's Office and submitted to Council in the report titled, "Summary of Oral and Written Public Submissions for Items Subject to Bill 73 'Explanation Requirements' at the City Council Meeting of [Date of Council meeting at which the item is considered]," subject to submissions received between the publication of this report and the time of Council's decision";
2. Following Council's decision with respect to the matter, Clerk's staff, in consultation with the relevant Committee Chair and Legal shall prepare the report titled, "Summary of Oral and Written Public Submissions for Items Subject to Bill 73 'Explanation Requirements' at the City Council Meeting of [Date of Council meeting at which the item is considered]." This report would include information with respect to all items considered at the Council meeting that were subject to the relevant Bill 73 provisions. For each item included in the report, a 'Summary of Written and Oral Submissions' would be attached as a supporting document. Each 'Summary of Written and Oral Submissions' would incorporate the information above and other submissions that were received in advance of Council's decision;

The above-noted report would be placed on the Bulk Consent Agenda for the next City Council meeting. As there is a requirement that Notice of decision be circulated within 15 days after a Council decision and given that the Notice would typically be circulated before the next Council meeting, the Notice would be circulated indicating that the 'Summary of Written and Oral Submissions' for the matter was subject to Council approval.

## **DISCUSSION**

This report was prepared pursuant to the above-noted process and includes information with respect to all items considered at the City Council meeting of September 10, 2025, that were subject to the relevant *Planning Act* provisions.

At its meeting September 10, 2025, Council considered three items that were subject to the *Planning Act* 'Explanation Requirements' described above, as follows:

## **Planning and Housing Committee Report 52:**

1. Zoning By-law Amendment – 484 Hazeldean Road  
ACS2025-PBDS-PSX-0053
2. Zoning By-law Amendment – 200 Baribeau Street  
ACS2025-PDB-PSX-0063

## **Agriculture and Rural Affairs Committee Report 27:**

1. Zoning By-law Amendment – 5581 Doctor Leach Drive  
ACS2025-PDB-PSX-0059

## **FINANCIAL IMPLICATIONS**

The financial implications with respect to the planning application described in this report are contained in the original reports considered by Committee and Council.

## **LEGAL IMPLICATIONS**

The legal implications with respect to the planning application described in this report is contained in the original reports considered by Committee and Council.

## **COMMENTS BY THE WARD COUNCILLOR(S)**

The Ward Councillors' comments were contained in the original reports considered by Committee and Council.

## **CONSULTATION**

The consultation undertaken with respect to the above-noted planning applications is contained within the original staff report considered by Committee and Council.

## **ACCESSIBILITY IMPACTS**

There are no accessibility impacts associated with the report recommendation.

## **RISK MANAGEMENT IMPLICATIONS**

There are no risk implications associated with the report recommendation.

## **RURAL IMPLICATIONS**

There are no rural implications associated with the report recommendations to approve the summary of public submissions.

## **TERM OF COUNCIL PRIORITIES**

There are no specific impacts on the Term of Council Priorities.

## **SUPPORTING DOCUMENTATION**

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|------------|---|
| Document 1 | Zoning By-law Amendment – 484 Hazeldean Road<br>ACS2025-PBDS-PSX-0053     |
| Document 2 | Zoning By-law Amendment – 200 Baribeau Street<br>ACS2025-PDB-PSX-0063     |
| Document 3 | Zoning By-law Amendment – 5581 Doctor Leach Drive<br>ACS2025-PDB-PSX-0059 |

## **DISPOSITION**

The Summary of Written and Oral Submissions is attached as a supporting document to this report. Council on September 10, 2025, considered all submissions received prior to Council consideration in making its decision on these matters. This report will be placed on the City Council Agenda for Council's consideration as part of the Bulk Consent Agenda at its meeting of September 24, 2025.