



**BY-LAW NO: 25-16**

**Being a bylaw to adopt the Petitions Policy for  
The Corporation of the Township of The North Shore**

WHEREAS Section 5(1) of the Municipal Act S.O. 2001, c.25, as amended, grants that the powers of a municipality shall be exercised by its Council;

AND WHEREAS Section 5(3) of the Municipal Act 2001 S.O. 2001, c.25, as amended, provides that a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS Section 5(4) subsections (1) to (3) of the Municipal Act S.O. 2001, c.25, as amended, apply to all municipal powers, whether conferred by this Act or otherwise;

AND WHEREAS the Council of the Corporation of the Township of the North Shore deems it appropriate to adopt a Petitions Policy;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE HEREBY ENACTS AS FOLLOWS:

1. That the Petitions Policy hereto as Schedule "A" be adopted.
2. That Schedule "A" be declared to form part of this by-law.
3. This By-Law shall come into force and take effect on the date of passing thereof and its short title is "Petitions Policy By-Law"

**READ A FIRST, SECOND AND THIRD TIME, ENACTED AND FINALLY PASSED THIS 16<sup>th</sup> DAY OF APRIL 2025.**

  
Tony Moor, Mayor

  
Rachel Jean Schneider, Clerk/Deputy Treasurer

## THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE

POLICY MANUAL

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POLICY TITLE:	SUBJECT:
Petitions Policy	Submitting Petitions to Council
POLICY SECTION:	POLICY NO:
P	9
EFFECTIVE DATE:	ENACTED BY:
March 5, 2025 April 16 2025	Resolution By-Law 25-16

**1. Policy Statement**

The Township of The North Shore is committed to citizen engagement and supports Petitions as a tool for citizens to have input into Council's decision-making process. Petitions are a way for residents to communicate their opinions to members of Council and bring attention to a matter of public interest or concern that is within the authority of Council.

A Petition can be most effective when the information contained in it is accurate and verifiable. The Township of The North Shore is not accountable for the accuracy or reliability of petitions that are submitted.

Matters that are administrative or operational in nature should first be raised with Municipal Staff in the relevant department.

**2. Purpose**

This policy outlines the Township of The North Shore's procedure for receipt and recognition of public Petitions.

**3. Requirements**

- The Township of The North Shore Petition Form (Appendix A of this Policy) may be used when submitting a Petition, or the Principal Petitioner may create their own document by following the requirements listed in this Policy.
- Petitions must contain a statement of purpose that is repeated at the top of each page.
- Pages of Petitions should be numbered, and the total number of pages indicated.
- Petitions must include the name of the Principal Petitioner, their address and telephone number (email address is optional).
- Petitions must include signatures of affected citizens who:
  - Reside in the Township of The North Shore, or is the owner or a tenant of land in the Township of The North Shore, or the spouse of such owner or tenant
  - Must be at least 18 years old
- Petitions must include the address of each citizen signing.
- Petitions must include at least twenty-five (25) signatures
- Petitions must be legible, typewritten or printed in ink (no pencil).
- For electronic petitions, petitioners must provide name, address and valid e-mail address.

- Petitions must be free of erasures or interlineations in its text; that is, the text of a petition may not be altered by erasing words, crossing out words, or adding words or commentary.
- Material such as maps, pictures, news articles, explanatory or supporting statements attached or appended to Petitions are welcomed.
- Petitions must be appropriate and respectful in tone and must not contain any improper or offensive language or information.
- Petitions will not be accepted if they are ruled by the Clerk to contain content that is:
  - Abusive, profane, or derogatory
  - Slanderous or defamatory remarks, obscene language or sexual content
  - Content that promotes, fosters, or encourages discrimination based on race, creed, colour, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation
  - Encouragement of illegal activity
  - Promotion of political candidates
  - Information that compromises the safety or security of the public, public systems or employees of the Township of The North Shore
- Petitions must clearly disclose, on each page, that it will be considered a public document and that information contained in it may be subject to the scrutiny of the Township and other members of the general public.

#### **4. Submission of Petitions**

- Physical Petitions are to be remitted to the Municipal Clerk at the Township of The North Shore Municipal Office at the address provided in Section 7 of this Policy.
- Electronic Petitions containing verifiable information may be submitted electronically to the attention of the Municipal Clerk at [municipalclerk@townshipofthenorthshore.ca](mailto:municipalclerk@townshipofthenorthshore.ca)
- Council Members are responsible for forwarding all Petitions received by them to the Municipal Clerk.
- Petitions deemed to comply with the requirements will be presented to Council on a Public Agenda for consideration.

#### **5. Responsibilities**

- The Municipal Clerk is responsible for receiving all Petitions.
- The Municipal Clerk will evaluate all Petitions to ensure that the requirements of the Policy are met.

#### **6. Personal Information**

- Personal information on a Petition will be collected by the Principal Petitioner under the authority of Section 28(2) of the Municipal Freedom of Information and Protection of Privacy Act for the purpose of informing Council of the views of the Petition.
- Personal information will not be used by the Township of The North Shore for any purpose other than to ensure it meets Council's requirements for a valid Petition and to ensure contact with the Principal Petitioner.
- Original Petitions will be presented to Council at a Regular Meeting of Council.
- Petitions, in their entirety, will be available at the Township of The North Shore Municipal Office (1385 Highway 17, Algoma Mills, Ontario) for public viewing.

#### **7. Contact Information**

By-Law 25-16

Township of The North Shore  
1385 Highway 17  
Algoma Mills, Ontario  
P0R 1A0

9:00 AM – 4:30 PM

Monday, Tuesday, Thursday, Friday – Municipal Office Closed to the Public on Wednesdays  
The Municipal Office is Closed on Holidays and weekends

Telephone : 705-849-2213  
Fax: 705-849-2428

[municipalclerk@townshipofthenorthshore.ca](mailto:municipalclerk@townshipofthenorthshore.ca)



COPY

Resolution #

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PO Box 108, Algoma Mills, ON P0R 1A0  
(705) 849-2213 (705) 461-1821

REGULAR COUNCIL MEETING

MEETING DATE: April 16<sup>th</sup>, 2025

AGENDA ITEM(S):

96

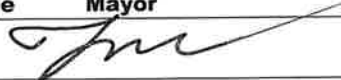
MOVED BY:

T. Simon

SECONDED BY:

R. Green

**BE IT RESOLVED:** That Council for the Corporation of the Township of The North Shore approve By-Law 25-16 being a by-law to approve a Petitions Policy for the Corporation of the Township of The North Shore. be read a first, second and third time enacted and passed.

Conflict of Interest disclosed by :		Ward 1	Ward 2	Ward 3	At Large	Mayor
Seat Vacated : Y N		Recorded Vote Requested by :				
Recorded Vote : (Y) ea, (N) ay,		Ward 1	Ward 2	Ward 3	At Large	Mayor
DEFEATED	DEFERRED	CARRIED	✓			

MAYOR or CHAIR or (Acting)