

AGENDA

Regular Council Meeting
Tuesday, March 4, 2025, at 6:30 p.m.
Powassan Council Chambers
252 Clark Street, Powassan, ON

1. CALL TO ORDER

2. LAND ACKNOWLEDGMENT

"We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care of, and teachings about, our earth and our relations. May we continue to honour these teachings."

3. ROLL CALL

4. DISCLOSURE OF MONETARY INTEREST AND GENERAL NATURE THEREOF

5. APPROVAL OF THE AGENDA

6. DELEGATIONS TO COUNCIL

7. ADOPTION OF MINUTES OF PREVIOUS OPEN SESSION MEETINGS OF COUNCIL

7.1 Regular Council Meeting of February 18, 2025

7.2 Special Budget Meeting of February 20, 2025

8. MINUTES AND REPORTS FROM COMMITTEES OF COUNCIL

8.1 Powassan Maple Syrup Festival Committee – Minutes of February 19, 2025

9. MINUTES AND REPORTS FROM APPOINTED BOARDS

9.1 Golden Sunshine Municipal Non-Profit Housing Corporation – Minutes of December 17, 2024

9.2 Powassan and District Union Public Library – Minutes of January 20, 2025

10. STAFF REPORTS

10.1 Treasurer/Director of Corporate Services, B. Robinson – Council Remuneration

10.2 Deputy Clerk, K. Bester – Rezoning of property located at 49 Hwy 522

10.3 Operations and Facilities Manager, F. Schmeltz – Temporary bridge installation on Hunt Line

11. BY-LAWS

11.1 Bylaw 2025-05 - To Amend Section 5.9 of Procedural Bylaw 2023-18

12. UNFINISHED BUSINESS

12.1 Councillor Patey – Trout Creek Community Centre Public Meeting

12.2 Mayor McIsaac – Trout Creek Community Centre

13. NEW BUSINESS

13.1 Notice of Public Meeting for Zoning Bylaw Amendment – 49 Highway
522

14. CORRESPONDENCE

15. ADDENDUM

15.1 Councillor Wand - Trout Creek Community Centre Motion

16. NOTICE OF SCHEDULE OF COUNCIL AND BOARD MEETINGS

17. CLOSED SESSION

18. MOTION TO ADJOURN

Regular Council Meeting
Tuesday, February 18, 2025, at 6:30 pm
Powassan Council Chambers

Present: Peter McIsaac, Mayor
Markus Wand, Deputy Mayor
Dave Britton, Councillor
Randy Hall, Councillor
Leo Patey, Councillor

Staff: Brayden Robinson, Treasurer/Director of Corporate Services
Kim Bester, Deputy Clerk

Absent,
With Regrets:

Presentations: Madeleine Smith, Senior Project Engineer, Tatham Engineering –
Trout Creek Community Centre Detailed Structural Investigation Final
Report

Disclosure of Monetary Interest and General Nature Thereof: None.

- 2025-51** Moved by: L. Patey Seconded by: D. Britton
That the agenda of the Regular Council Meeting of February 18, 2025, be approved. **Carried**
- 2025-52** Moved by: D. Britton Seconded by: R. Hall
That the minutes of the Regular meeting of Council of February 4, 2025, be adopted. **Carried**
- 2025-53** Moved by: R. Hall Seconded by: L. Patey
That the District of Parry Sound Social Services Administration Board CAO's Report of
February 2025, be received. **Carried**
- 2025-54** Moved by: L. Patey Seconded by: M. Wand
That the memo from Manager of Operations and Facilities, F. Schmeltz, regarding the
January Public Works Update, be received. **Carried**
- 2025-55** Moved by: M. Wand Seconded by: D. Britton
That the memo from Deputy Clerk, K. Bester, regarding Seniors Active Living Centres
Programming, be received, for information purposes. **Carried**
- 2025-56** Moved by: D. Britton Seconded by: R. Hall
That the memo from Treasurer/Director of Corporate Services, B. Robinson, regarding 250
Clark Rental Space, be received; and,

FURTHER that staff be directed to execute the plan for space reallocation as outlined; and that staff be authorized to negotiate and execute new lease agreements with all affected lessees. **Carried**

2025-57 Moved by: R. Hall Seconded by: L. Patey
That the memo from Treasurer/Director of Corporate Services, B. Robinson, regarding the 2024 Q4 Budget Variance Report be received, for information purposes. **Carried**

2025-58 Moved by: L. Patey Seconded by: M. Wand
That Bylaw 2025-03, being a Bylaw to amend Bylaw 2003-38, as amended, the Zoning Bylaw for the Municipality of Powassan with respect to lands described as PT LT 25 RCP 320 PT 1 42R4645, EXCEPT PT 14 to 16 42R12151; S/T R027765, (Civic Address 44 Purdon Line), in the Municipality of Powassan;

Be **READ** a **FIRST** and **SECOND** time on the 4th day of February 2025 and to be **READ** a **THIRD** and **FINAL** time and considered passed as such in open Council on the 18th day of February 2025. **Carried**

2025-59 Moved by: M. Wand Seconded by: D. Britton
WHEREAS the current provincial-municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life;

WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year;

WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation;

WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure;

WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises;

WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity;

WHEREAS property taxpayers – including people on fixed incomes and small businesses – can't afford to subsidize income re-distribution programs for those most in need;

WHEREAS the province can, and should, invest more in the prosperity of communities;

WHEREAS municipalities and the provincial government have a strong history of collaboration;

THEREFORE, BE IT RESOLVED THAT the Council for the Municipality of Powassan asks that the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario;

AND FURTHER THAT a copy of this motion be sent to the Premier of Ontario; Minister of Municipal Affairs and Housing; the Minister of Finance; and to the Association of Municipalities of Ontario.

Recorded Vote: Requested by Councillor Hall

Councillor Hall	Yea
Councillor Wand	Yea
Councillor Britton	Yea
Councillor Patey	Yea
Mayor McIsaac	Yea

Carried

2025-60

Moved by: D. Britton Seconded by: R. Hall

That the contract renewal from Knight Piesold for Powassan Landfill Annual Monitoring and Reporting, be received; and,

FURTHER that staff be directed to execute the renewal.

Carried

2025-61

Moved by: R. Hall Seconded by: L. Patey

That the correspondence dated January 22, 2025, regarding Rail Safety Week 2024, from CN Rail, be received.

Carried

2025-62

Moved by: L. Patey Seconded by: M. Wand

That Council now adjourns at 7:28 p.m.

Carried

Mayor

Clerk



**Special Budget Meeting
Thursday, February 20, 2025, at 5:30 pm
Powassan Council Chambers**

Present: Peter McIsaac, Mayor
Markus Wand, Deputy Mayor
Leo Patey, Councillor
Randy Hall, Councillor
Dave Britton, Councillor

Staff: B. Robinson, Treasurer/Director of Corporate Services
A. Quinn, Clerk

Presentation: None

Disclosure of Monetary Interest and General Nature Thereof: None

2025-63

Moved by: L. Patey Seconded by: D. Britton
That the agenda of the Special Budget Meeting of February 20, 2025, be approved. **Carried**

Treasurer/Director of Corporate Services, B. Robinson, presented the draft 2025 Operating Budget for review, with a written report detailing major expenditures. The draft budget represented a 5.3% increase to the residential tax rate. The Water and Sewer Budget will be reviewed at the Special Budget Meeting on Monday, March 10, 2025.

2025-64

Moved by: R. Hall Seconded by: M. Wand
That Council now adjourns at 6:29 p.m. **Carried**

Mayor

Clerk

**POWASSAN MAPLE SYRUP FESTIVAL
COMMITTEE MEETING MINUTES
FEBRUARY 19, 2025**

Call to order:

Meeting called to order at 6:10 pm. with the following members in attendance:

Christine Wendover / Leo Patey / Mike Odrowski / Monika Gibbings / Lori Costello / Andy Straughan

Municipal staff in attendance: Kim Bester

Call to Order – Moved by Monika / Seconded by Christine– **Carried**

1. Review of the January 15, 2025 minutes – Moved by Monika / Seconded by Andy - **Carried.**

2. **Maple Producers –**

A few producers have begun tapping – others will be tapping in the coming weeks.

3. **Old Business –**

4. **New Business –**

- a) Nipissing Reader Ad – members felt that it would be better to put the approximately \$300 that the ad in the Reader would cost – into additional online (Facebook) ads.
- b) Sponsorship Letters – Kim will have letters ready to distribute. Both Leo and Angela had advised at the January meeting that they could distribute the ones 'in town' Powassan. Kim will drop off Trout Creek ones and others will be mailed out.
- c) Radio Quotes – Motion moved by Andy, Seconded by Monika to have Vista Radio provide radio advertising for this year's festival. **Carried.**
- d) Vendor Update – vendor fees are considerably lower so far this year; we do still have 2 months to go. Vendors fees to date are however in line with what we budgeted for. Kim to push Facebook ads for Vendors to locations outside of our general area.
- e) Funding Update – we will not be receiving any update on our two outstanding funding applications until the Provincial election is completed. We hope to have updates by mid-end of March.
- f) Sappy Beverages – Motion moved by Lori, Seconded by Christine to permit this vendor to provide beverages made with Seguin maple syrup. **Carried.**
Members asked that one of our producers be approached for a subsequent batch of product and asked whether there would be any way that the Powassan Maple Syrup Festival logo could be on the product being sold at the festival.
- g) Musical Updates – Monika advised that she has secured 3 buskers for the event. Kim to advertise for buskers outside of our area on Facebook. The committee will rent two tents from the Agricultural Society at a cost of \$100 per tent; the Agricultural Society will donate the use of the third tent. Monika has contacted Jason Lamerourx to perform at the festival. If Mr. Lamerourx isn't available, she may reach out to the Bluez Brothers.
- h) Indigenous People's Participation – Leo will reach out to contacts he has to find out whether they would be interested in doing a drum circle – at the Opening Ceremonies and then later a demonstration or two down by the Kidz Zone. He will also determine

what fee this group is looking for in exchange for their participation.

- i) Matthews will hold the First Tapping Event on Saturday, March 8th. Kim to follow up with them regarding details (time, etc.) and to send out Invites to dignitaries.

Other Discussions:

- a) Christine asked for clarification as to when Indoor Vendors could set up at 250 Clark for the festival. Kim to discuss with Kathie Hogan to determine what events might be taking place in the gym on the Thursday-Friday of that week.
- b) Lori will purchase candy for our mascot Maple to hand out on the day of the festival.
- c) Kim to find out whether Clarence Nadrofsky's nephew might have any contacts with either classic car or antique farm equipment owners.
- d) Members asked what the fee for the Kidz Zone would be (bouncy castles / games / hot dogs, etc.) – this is pending approval of our NOHFC application. The Guides would charge \$10 for entrance to the bouncy castle/game area and then split the revenue with the festival committee. It may also be a better idea to only charge \$5 for entrance and have the Guides keep all revenue.
- e) Andy has 3 teams interested in participating in the lumberjack competition so far. He will reach out to others he knows and we will not advertise for participants yet. We are hoping to have a maximum of 6 teams. We will order t shirts for participants (different color, etc. than last year.
- f) Leo advised that Maple had attended the Trout Creek Carnival where he was very enthusiastically greeted by the younger attendees. Maple will be attending other venues in an effort to promote the festival (potentially Voodoo games, local and other elementary schools, producer's sugar bushes during the Ontario Maple Syrup Producer's Association's Maple Weekend, April 5-6th, etc.) When Maple visits the elementary schools he will distribute coloring pages that also contain information about the upcoming festival (attractions / times / etc.)

Motion to end the meeting at 7:53 pm – moved by Christine, seconded by Monika. **Carried**

Next meeting – Wed., March 26, 2025 – 6:10 pm

Minutes approved by: _____
Mike Odrowski, Chair

Recorded by : _____
Kimberly Bester, Secretary

The Golden Sunshine Municipal Non-Profit Housing Corporation
Minutes of the Board of Directors Meeting
2024- 112

December 17, 2024

A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday December 17, 2024.

Present: Bernadette Kerr, Mieke Markus, Dave Yemm, Calvin Young, Leo Patey & Amber McIsaac

Regrets: Dave Britton, Nancy McFadden

1. Call to order

The board welcomed Dave Yemm to the GSMNP board of Management as replacement for Tom Piper as a Township of Nipissing representative.

Resolution No. 2024-81– Moved by Calvin, seconded by Dave Yemm that the meeting was called to order at 9:32 am. Carried

2. Additions to Agenda –7 a.1) Managers Report, Tim Young change of hours

3. Approval of the Agenda

Resolution No. 2024-82– Moved by Calvin, seconded by Dave Yemm that the agenda be adopted as amended.

4. Conflict of Interest Disclosure – Leo employer listed on transaction report

5. Approval of the Minutes from the November 19, 2024 board meeting

Mieke Krause listed, name change to Mieke Markus

Resolution No. 2024-83– Moved by Calvin, seconded by Mieke that the minutes from the board meeting on November 19, 2024 were adopted as amended.

6. Business arising

a) Service Agreement

3 funding options were presented to board members for 2025 operating agreement. The DSSAB has approved and extension for contract agreement negotiations to February 28, 2025.

b) 2025 Budget

Second draft of the 2025 budget was presented and a discussion took place. Budget will be revisited again when service agreement is finalized.

Resolution No. 2024-84 Moved by Leo, seconded by Kal that the Golden Sunshine Municipal Non-Profit Housing association approves a 2.5% wage increase to the following positions:

-Property Manager 2025 wage \$26.78

-Cleaner 2025 wage \$20.88

-Maintenance Worker 2025 wage \$26.65

For the 2025 operating year.

Resolution No. 2024-85 Moved by Mieke, seconded by Dave Yemm that the Golden Sunshine Municipal Non-Profit Housing association approves a \$5.00 transportation increase, to \$25.00 per trip, for authorized board members who are responsible for daily business activities related to the corporation such as cheque signing, for the 2025 operating year.

c) OPHI

A discussion took place regarding the \$160,000 funding allotment for the Pines in 2025 and a quote was presented from Housing Services Corporation for Project Management fees for the Patio upgrade project. Mitchell Jensen & Associates declined providing a quote for project management but has agreed to work with HSC and granted permission for them to use their drawings. HSC will provide the GSMNP with MJA fees for consultation.

Resolution No. 2024-86 Moved by Leo, seconded by Calvin that the Golden Sunshine Municipal Non-Profit Housing association approves the quote for project management services for exterior patio improvements at 325 Catherine Avenue, The Pines, in the amount of \$14467.00 to Housing Services Corporation to oversee the execution of the project as outlined in the service agreement provided.

c) The Pines 2

A discussion took place regarding The Pines holding the mortgage for Pines 2. Due to lack of quorum no decision could be made.

7. Correspondences

a.1) Tim Young

Amber presented hourly changes to the maintenance position and will communicate the changes to the tenants.

a.2) Financials – Transaction Report, Adjusted Book Balance

Amber presented the adjusted book balance for the end of November 2024 is close to \$49,000. A discussion took place regarding a portion to be deposited into the Capital Reserves account and it was suggested that the GSMNP retain \$14,000 from the 2024 operating year for the 2025 operating year to offset the cost of project management fees for the patios.

Resolution No. 2024-87 Moved by Dave Yemm, seconded by Calvin that the Golden Sunshine Municipal Non- Profit Housing Corporation approves a transfer of \$24,000 from the 2024 business operating account to the Capital reserve account to be completed on or before December 31, 2024.

Resolution No. 2024-88 Moved by Mieke, seconded by Dave Yemm that the board approves the November 2024 Transaction Report as presented. Carried

Resolution No. 2024-89 Moved by Leo, seconded by Calvin that the board approves the November 2024 Income Statement as presented. Carried

8. Next Board Meeting – January 21, 2025 at 9:30am

9. Adjournment - Resolution No. 2024-90– Moved by Dave Yemm, seconded by Leo that the board meeting be adjourned. Carried



President, Bernadette Kerr

Secretary, Amber McIsaac

The Golden Sunshine Municipal Non-Profit Housing Corporation
Minutes of the Board of Directors Meeting
2025- 01

December January 21, 2025

A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday January 21, 2025

Present: Bernadette Kerr, Mieke Markus, Dave Yemm, Calvin Young, Dave Britton, Nancy McFadden & Amber McIsaac

Regrets: Leo Patey

1. Call to order

Resolution No. 2025-01– Moved by Calvin, seconded by Nancy that the meeting was called to order at 9:32 am. Carried

2. Additions to Agenda – none

3. Approval of the Agenda

Resolution No. 2025-02– Moved by Calvin, seconded by Nancy that the agenda be adopted as Presented.

4. Conflict of Interest Disclosure – none

5. Approval of the Minutes from the December 17, 2024 board meeting

Resolution No. 2025-03– Moved by Dave Yemm, seconded by Calvin that the minutes from the board meeting on December 17, 2024 were adopted as presented.

6. Business arising

a) Service Agreement

Sharon Davis, Meghan Mullen, and Pam Nelson from the District Social Services Administration Board (DSSAB) participated in the meeting via telephone to discuss the three options presented for the 2025-2035 Service Agreement. A detailed discussion ensued, during which Board members voiced concerns regarding the risks associated with a 10-year contract that does not include any increase to the funding amount. Questions were raised about the projected Rent Geared to Income (RGI) earnings over the next decade, with concerns that the financials provided may not reach the projected amounts. The options for the Board's consideration are:

1. \$20,000 funding allocation, with 5% of the operating expenses over the years to be designated for reserves
2. \$17,000 funding allocation, with 5% of the operating expenses per year to be designated for reserves
3. \$17,000 funding allocation, with 8% of the operating expenses per year to be designated for reserves

In addition to the above funding allocations, The DSSAB has agreed to provide additional subsidy to the owner in the event that the costs of energy, insurance, winter road maintenance, municipal taxes, and utilities (water) exceed the aggregated benchmark amounts. Board members are expected to vote at the Board meeting scheduled for February.

b) OPHI Funding

Amber reported that Trevor Kitchen from Housing Services Corporation (HSC) visited The Pines for a site review. He will provide further information on the status of the patio upgrades project at the February meeting.

c) Pines 2

Kalvin Young reported that the DSSAB has confirmed that under the current service agreement, The Pines 1 is unable to hold the mortgage for The Pines 2. Kal and the Pines 2 committee will continue to explore alternative options.

7. Correspondences

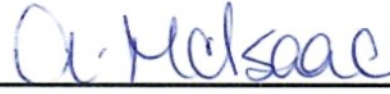
a.2) Financials –

Resolution No. 2025-04 Moved by Calvin, seconded by Dave Britton that the board approves the December 2024 financial statements as presented. Carried

8. Next Board Meeting – February 18, 2025 at 9:30am

9. Adjournment - Resolution No. 2025-05– Moved by Dave Yemm, seconded by Dave Britton that the board meeting be adjourned. Carried


President, Bernadette Kerr


Secretary, Amber Mclsaac

Powassan & District Union Public Library

Minutes for Monday, January 20, 2025 – 6:15 p.m.

Board Meeting @ Library

In-person: Laurie Forth, Brenda Lennon, Bernadette Kerr, Steve Kirkey, Debbie Piper,
Pat Stephens, Marie Rosset

Via Zoom: Tina Martin

Via phone: Randy Hall

Absent with regrets: Valerie Morgan


Item	Action	Responsibility
1. Call to order	6:16 pm	
2. Respect and Acknowledgement Declaration	<p>Declaration read by CEO</p> <p>We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honour these teachings and recognize their value going forward.</p>	
<p>5. General Consent Motion: Present the general Consent Motion for January 2025, which includes:</p> <p>a) Approval of January 20, 2025 Agenda</p> <p>b) Approval of Minutes from the December 16, 2024 meeting</p> <p>c) Approval of the December 2024 Financial Statements</p> <p>d) Approval of December 2024 Library Reports</p>	<p>Motion: 2025-01</p> <p>That the General Consent Motion for January 2025 be adopted as presented</p> <p>Moved by: Bernadette Kerr</p> <p>Seconded by: Debbie Piper</p> <p>Adopted as presented.</p> <p>Carried</p>	
4. Disclosure of pecuniary interest	None	
<p>5. General Business</p> <p>a) Feedback on Budget Presentations to three Councils</p>	<p>- Laurie Forth and CEO presented to Municipality of Powassan Council on January 7, 2025, and answered questions following presentation. Randy Hall reported that the Budget</p>	


<p>b) Grant Updates</p>	<p>Meeting for Powassan will occur in February and until then, there isn't any firm commitment to approve the submitted 2025 Library Budget.</p> <ul style="list-style-type: none"> - Steve Kirkey and Debbie Piper reported that the presentation was well received and the likelihood that the budget is approved is high. - Bernadette Kerr reported a similar outcome. <p>Two motions followed.</p> <p>Motion: 2025-02 That the Library CEO be directed to pay the wages and salaries that were budgeted for in the 2025 Budget, to be retroactive to January 1, 2025.</p> <p>Moved by: Debbie Piper Seconded by: Steve Kirkey</p> <p>Adopted as presented. Carried</p> <p>Motion: 2025-03 That the Library CEO move forward with implementing the 2025 Library Budget as presented.</p> <p>Moved by: Brenda Lennon Seconded by: Pat Stephens</p> <p>Adopted as presented. Carried</p> <p>OTF Capital Grant</p> <ul style="list-style-type: none"> • Waiting for resolution of issue with replacement of light fixture through Save on Energy. • Heat pump installation done and working well. Small savings on heating costs in December <p>Upgrades to accessibility features still pending.</p>	<p>CEO works with Save on Energy to complete work satisfactorily.</p> <p>CEO</p>
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<p>c) Upcoming OLS online Pay Equity for Libraries Training Sessions</p> <p>d) Upcoming Activities</p>	<p>OTF Resilience Grant</p> <ul style="list-style-type: none"> Received funds for second payment (\$9,000). End of Grant report to be completed by April 17, 2025 <p>Senior's Grant 2024</p> <ul style="list-style-type: none"> Activities proceeding as planned Final report due April 30, 2025 <p>New Canada Summer Job (CSJ) program.</p> <ul style="list-style-type: none"> Laurie Forth completed application by deadline - Dec 19 <p>Senior's Grant 2025:</p> <ul style="list-style-type: none"> Application submitted for continuation of Lunch and Learn and Library Cafés programs <p>Enbridge Giving Back to Community Grant</p> <ul style="list-style-type: none"> Needs to be scheduled <ul style="list-style-type: none"> CEO and one Board Member attending on February 11th and March 11th. <ul style="list-style-type: none"> March Break activities – daily from 11am to 1pm Voodoos participating in many activities: Raising Readers, tween and teens 	<p>CEO</p> <p>CEO</p> <p>Jen Fryer, CEO</p> <p>Staff, CEO</p>
<p>6. Correspondence</p>	<p>None</p>	
<p>7. Committee Reports</p> <p>a) Property Committee</p> <p>b) Financial Committee</p>	<p>See above 5 b). Grants Update - OTF Capital Grant.</p> <p>The December 2024 Comparative Income Statement Report showed a large positive income, and the following note was presented.</p> <p>- Please note that in December 2024, there were quite a few large deposits: the \$9,000 for the OTF Resilience Grant, which will be</p>	

<p>c) Policy Committee</p>	<p>used by the end of March 2025, the Pay Equity grant and PLOG totaling \$22,101, and end of year donations received in December: \$4,114.82.</p> <p>- Meanwhile most of the grants still have substantial amounts to be spent: \$10,000 for the OTF resilience grant, \$1,600 for the Legion Grant, over \$10,000 for the Capital Grant, and \$6,500 for the Seniors Provincial Community Grant.</p> <p><u>2023-2026 Strategic Plan</u> The Programming priorities 2.1c) be updated to include Programming focusing on literacy and wellness as a first priority.</p> <p>Motion: 2025-04 That the PDUPL 2024-2026 Strategic Plan be adopted as reviewed and updated.</p> <p>Moved by: Bernadette Kerr Seconded by: Pat Stephens</p> <p>Adopted as presented. Carried</p> <p><u>Tech – 03 Use of AI in the Library</u> Motion: 2025-05 That the Tech – 03 Use of AI in the Library be adopted as presented</p> <p>Moved by: Pat Stephens Seconded by: Bernadette Kerr</p> <p>Adopted as presented. Carried</p>	
<p>d) Friends of the Library</p>	<p>Friends have an active agenda for 2025.</p> <ul style="list-style-type: none"> - Update the interior of the elevator - Complete the fireplace surround in the Enever Room - raise funds to purchase popular outdoor games, life jackets, and other items for lending - CEO will request help to cover the cost of replacing downstairs hallway lights for an estimated total of \$550. 	

e) Adjournment	Motion: 2026-06 That the January 20,2025 meeting be adjourned at 7:45 pm Moved by: Laurie Forth	Next meeting: February 24, 2025
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Chairperson: 
 Kristine Martin, Chair

Recorder: 
 Marie Rosset, CEO



STAFF REPORT

To: Council
From: Treasurer/Director of Corporate Services
Re: Council Remuneration By-law

RECOMMENDATION:

That the staff report regarding the Council Remuneration By-law be received; and that staff be directed to bring back the draft By-law to the next regular meeting of Council for adoption.

ANALYSIS:

At the budget meeting of February 20, 2025, there was a discussion surrounding the annual indexing of Council remuneration rates to the CPI as is done with the Municipality's staff wage grid.

As a reminder, the CPI adjustment is currently applied as follows:

Effective January 1 of each calendar year, the Municipal Salary Grid shall be adjusted by the Cost of Living Index. An inflationary factor, equal to the yearly Ontario CPI inflation rate published by Statistics Canada for November of the directly preceding calendar year, shall be applied to each step in the Municipal Salary Grid.

In the event the inflationary factor falls below one (1) percent, a factor of one (1) percent shall be applied to the Municipal Salary Grid. In the event the inflationary factor exceeds two and one-half (2.5) percent, a resolution of Council will be required to determine the factor to be applied to the Municipal Salary Grid. In the absence of a determining resolution, a factor of two and one-half (2.5) percent shall be applied.

For 2025, a CPI adjustment of 1.8% was applied to the Municipal salary grid.

A draft updated By-law is attached in which the Councillor remuneration rates have been adjusted by the same 1.8% factor. In addition, Clause 2 has been added such that this adjustment would occur automatically in future years.

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW 2025-06

Being a Bylaw to set the annual remuneration to be paid to the
Mayor, Deputy Mayor, and Councillors

WHEREAS the Municipal Act 2001, Section 283 provides that a Council of a municipality may by by-law provide for remuneration and expenses and payment thereof for its members, officers and employees of the Corporation;

AND WHEREAS the Council of the Municipality of Powassan deems it necessary and expedient to replace Bylaw #2024-05 with a new Bylaw that sets out the annual remuneration and benefits for Council members;

BE IT THEREFORE the Council of the Corporation of the Municipality of Powassan hereby enacts as follows:

1. (a) That the Mayor be paid the annual amount of \$12,000.00.
(b) That the Deputy Mayor be paid the annual amount of \$8,347.60.
(c) That each Councillor be paid the annual amount of \$8,144.00.
2. That the Municipal Treasurer shall adjust the annual remuneration paid to the Mayor, Deputy Mayor, and each Councillor to reflect the same cost of living percentage salary adjustments that may be granted to Municipal staff, with the same effective dates.
3. That each Members of Council's remuneration be paid on a bi-weekly basis and is subject to source deductions.
4. Members of Council are issued Municipally owned and maintained cellphones for Council duties. The Municipality recognizes that members of Council may elect to use personal cellphones in carrying out their duties for the Municipality, in lieu of being provided a dedicated device, and in such circumstances shall be provided an allowance of \$20.00 per month as a contribution towards their personal expense, as per Section 3.15 of the Municipal Human Resource Policy Manual.
5. That the Mayor, Deputy Mayor, and each Councillor be paid \$500.00 annually to compensate for their mileage for civic business within the boundaries of the Municipality of Powassan, and that this amount be remitted at the beginning of each calendar year.
6. That discretionary constituency, conference, and training expenditure budgets for Members of Council be established as operational budget items for annual review. Attendance to any such event must be approved by Council resolution. All expenses related to any accompanying individual brought to the session by a Member of Council shall be paid personally.

7. All members of council will be provided expense sheets to record mileage and any other municipal-related expenses incurred for conference and/or training purposes. All expense claims shall be submitted as incurred, and payment remitted within thirty (30) days of submission.
8. That travel be paid at the current per-kilometre rate, as established by the Canada Revenue Agency for travel in excess of 5,000 km, to the driver of a vehicle for meetings attended outside the boundaries of the Municipality of Powassan. Members of Council may claim the mileage rate when travelling for authorized municipal business to a destination greater than 25 kilometres from their home address.
9. That where two (2) or more municipal officials are travelling to the same event, carpooling is encouraged, with the exception that a quorum of Council is unauthorized to travel in one (1) vehicle.
10. That meal expenses will be paid as actually incurred and substantiated by receipts. No alcohol purchases will be the ultimate responsibility of the Municipality. A daily maximum of \$75.00, before HST, is set for meal expenses, with any additional costs incurred at the Member of Council's expense. The Municipality will pay for tips at a rate not to exceed 15 percent of the net amount shown on the receipt, with any additional tips paid by the Member of Council.
11. That a per diem rate of \$150.00 per day be paid to Members of Council attending various conferences, seminars, workshops, courses, forums, and meetings approved by resolution of Council for Municipal purposes.
12. That any alcohol purchases or other expenses incurred contrary to the provisions of this Bylaw shall first be recovered against any outstanding expense claims made. Where insufficient expense claims are available, the Member of Council shall be invoiced directly for the amount owing.
13. That Bylaw 2024-05, and any other Bylaws, or parts thereof, contrary hereto or inconsistent herewith, be and the same are hereby repealed.
14. That this Bylaw shall come into full force and effect on June 10, 2024.

READ a **FIRST** and **SECOND** time on the 18th day of March, 2025 and to be **READ** a **THIRD** and **FINAL** time and considered passed as such in open Council on the 1st day of April, 2025.

Mayor

Clerk

To: Council
From: K. Bester, Deputy Clerk
Re: Rezoning of property located at 49 Hwy 522

RECOMMENDATION:

That the property be rezoned to the current and intended Rural (RU) Zone to correct errors in mapping from the current Environmental Protected (EP) Zone within the current Zoning By-law No. 2023-38.

Introduction – Proposal Description

The Municipality of Powassan has reviewed the history of the zoning for this property and determined that a series of mapping errors has taken place. The property is currently zoned Environmental Protection (EP) and was previously zoned Highway Commercial (CH) within the former Zoning By-law No. 2003-38 which was created post amalgamation. The former Town of Trout Creek Zoning By-law No. 84-4, also originally showed this property as being zoned Rural (RU). The property has always contained a detached dwelling and there is no record of there ever being a zoning bylaw amendment completed to rezone to either Highway Commercial (CH) or Environmental Protection (EP).

Location and Lot Description

The subject lands are known municipally as 49 Highway 522, Trout Creek and are legally described as Concession 1, Part Lot 26, Plan PSR 1995, Part 2, PCL 10770 NS, Municipality of Powassan. The subject lands are approximately .97 ha (2.4 ac) in size with approximately 23.6 m (77.47 ft) of frontage on Highway 522. The location of the subject lands is shown in [Figure 1](#).

The property is currently developed with an existing primary residential dwelling.

FIGURE 1. GENERAL LOCATION MAP



The proposed housekeeping Zoning Bylaw Amendment will rezone the property from Environmental Protection (EP) to Rural (RU) to reflect the historical use of this property. In addition, it will permit the current owner to demolish an existing dwelling and construct a detached 2 unit dwelling on the property, as per the intended Rural Zone.

STAFF REPORT

To: Council
From: Operations
Re: Temporary Bridge installation on Hunt Line.

Recommendation: that Council decline to pursue the option of installing a Bailey bridge at Hunt Line.

Overview:

As requested by Council, Operations has obtained a quotation for the temporary installation of a Bailey bridge on Hunt Line. Two options have been provided for consideration: a rental option and a purchase option. The purchase option also serves as an option for the upcoming replacement of the Butterfield Bridge.

Option 1: Rental

Duration: 5 months (March to July)

Installation Requirements: Excavation and installation of temporary footings to ensure bridge remains in place and is stable for vehicle and truck traffic.

Total for Rental Option: Bridge Rental (3 months)	\$294,500
Per month thereafter	<u>\$5,820</u>
Total:	\$306,140

Option 2: Purchase

Cost:	Bridge Purchase:	\$177,338
	Installation Hunt Line:	<u>\$254,750</u>
	Total:	\$432,088

Move to Butterfield and install on existing abutment walls:	\$189,400
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Additional Consideration:

It is important to note that both the rental and purchase options for the temporary bridge will result in additional traffic disruptions due to the assembly and disassembly processes, in addition to the possible closure of installing the new culvert. Additional road closure time is estimated at 2-3 weeks, per the installer.

The Bailey bridge is not an effective solution for Hunt Line. Operations recommends continuing with the culvert replacement as previously indicated. However, it may be worthwhile to consider this option further for the Butterfield Bridge site.

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2025-05

Being a Bylaw to amend Bylaw 2023-18 to govern the Calling, Place and Proceedings of the Meetings of Council and its Committees

WHEREAS pursuant to Section 238(2) of the Municipal Act, 2001, every Council and local board shall adopt a Procedure Bylaw to govern the calling, place and proceedings of meetings; and

WHEREAS the Council of the Corporation of the Municipality of Powassan has given notice of its intention to amend said Bylaw.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF POWASSAN HEREBY ENACTS AS FOLLOWS:

1. That Section 5.9 of Bylaw 2023-18 is amended as follows:

A member of Council may participate electronically in a Meeting that is either open or closed to the public should they be unable to participate in person for medical reasons, illness, they are traveling, in the event of poor winter road conditions, or in the event of a situation or pandemic in which physical distancing, limited gatherings or quarantine measures are required by local, provincial or federal public health agencies, and in doing so may be counted towards quorum of members and shall have all the rights of any other Member who is participating in person.

Notwithstanding the above, Members may participate electronically in no more than five (5) meetings per calendar year.

2. That all other provisions of Bylaw 2023-18 shall remain in effect.
3. That this Bylaw shall take effect upon its adoption.

READ a FIRST and SECOND time and considered **READ a THIRD and FINAL** time and adopted as such in open Council meeting this 4th day of March 2025, for the immediate wellbeing of the Municipality.

Mayor

Clerk

COUNCIL MEMORANDUM

Date: February 26th, 2025
To: Council and Staff
From: Councillor Leo Patey
Re: Trout Creek Community Centre Public Meeting

Recommendation:

The municipality provides notice and holds a public meeting to explain the current situation of the Trout Creek Community Centre.

Background / Rationale:

With the recent update from Tatham Engineering about the Trout Creek Community Centre, I believe it to be in the best interests of the municipality to have a Public Meeting or Town Hall.

The Public Meeting would provide an opportunity to engage, educate and involve the community in the decision-making process.



**NOTICE OF COMPLETE APPLICATION AND PUBLIC MEETING
TO INFORM THE PUBLIC OF ZONING BY-LAW AMENDMENT**

TAKE NOTICE that the Council for The Corporation of the Municipality of Powassan has initiated a minor housekeeping amendment application under Section 34 of the Planning Act, R.S.O. 1990, c.P. 13 as amended, to inform the public of a proposed Zoning By-law Amendment.

The public meeting is being held for the application described below to enable interested members of the public to understand and comment on a proposed Zoning By-law Amendment.

DATE AND LOCATION OF PUBLIC MEETING

File #: 2025-02
Date: Monday, March 17, 2025
Time: 6:00 pm
Location: Municipality of Powassan – **250 Clark Street – Birch Meeting room**

DETAILS OF THE ZONING BY-LAW AMENDMENT

The purpose and effect of the proposed housekeeping Zoning By-Law Amendment is to rezone the Restricted Area Zoning (applied through the passing of By-Law No. 2003-38), as amended, for the lands described as Con. 1, Part Lot 26, Plan PSR 1995, Part 2, PCL 10770 NS (49 Highway 522) in the Municipality of Powassan, to the existing and correct Rural zone. This will correct a series of unintentional mapping errors.

ADDITIONAL INFORMATION AND MAP OF LAND SUBJECT TO THE APPLICATION

A key map showing the land to which the proposed amendments apply is provided with this notice. The purpose of this meeting is to ensure that sufficient information is made available to enable the public to generally understand the applicant's proposed Zoning By-law Amendment. Any person who participates in the meeting shall be afforded an opportunity to make representations in respect of the application. Additional information is available for review at the Municipal Office.

No one other than the applicant, the municipality, certain public bodies and the minister may file an appeal of the decision of the Committee of Adjustment in respect of the proposed variance. If they do not make a written submission to the Secretary Treasurer before the Zoning By-law Amendment is approved or refused, then the Ontario Land Tribunal may dismiss the appeal.

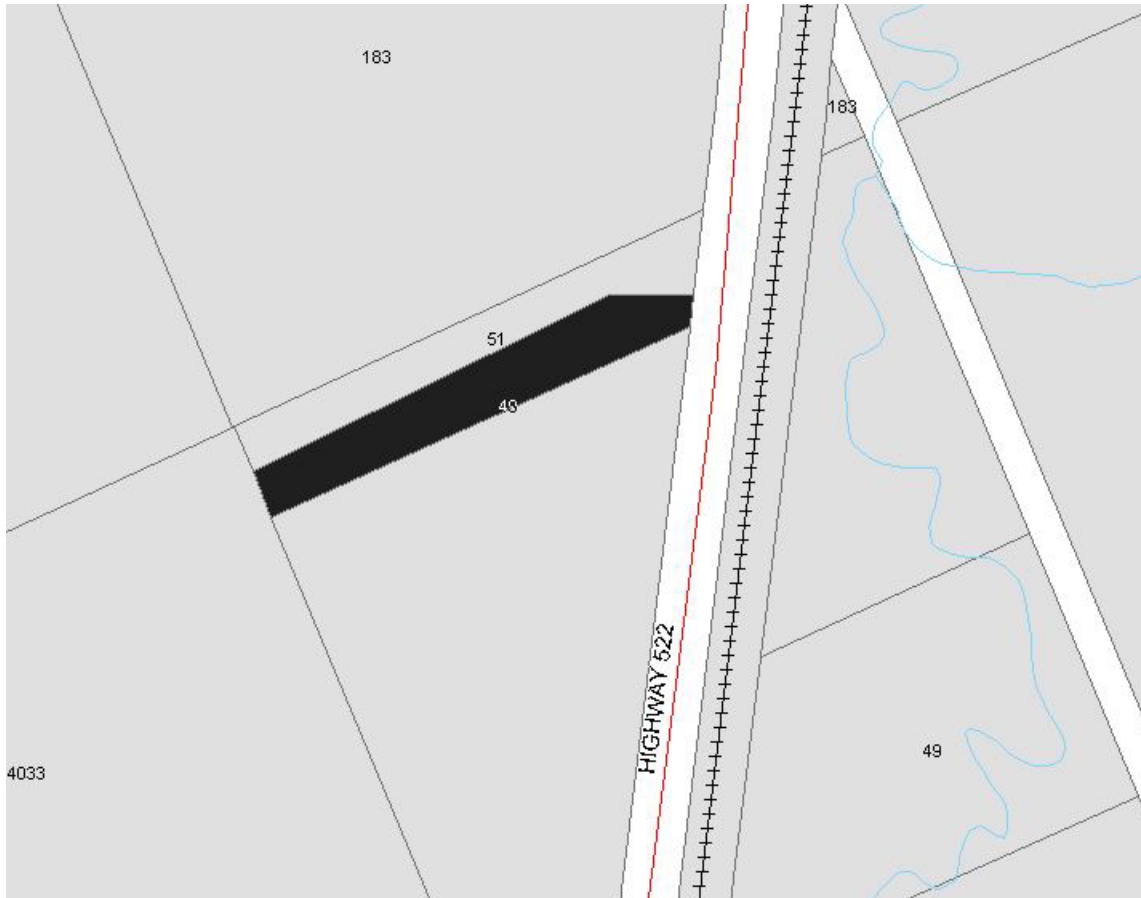
If you wish to be notified of the decision of the Council for the Corporation of the Municipality of Powassan in respect to the proposed Zoning By-law Amendment, you must submit a written request (with forwarding addresses) to the Clerk of the Municipality of Powassan at P.O. Box 250, 250 Clark Street, Powassan, Ontario, P0H 1Z0.

Additional information regarding the proposed amendment is available to the public for inspection at the Municipality of Powassan Municipal Office located at 250 Clark Street on Monday to Friday, between the hours of 8:30 a.m. and 4:30 p.m. please call (705) 724-2813.

Mailing Date of this Notice: February 24, 2025

Kimberly Bester, Deputy-Clerk
Municipality of Powassan
kbester@powassan.net

Location Map



March 2025

March 2025							April 2025						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	1	6	7	1	2	3	4	5
9	10	11	12	13	14	8	13	14	8	9	10	11	12
16	17	18	19	20	21	15	20	21	15	16	17	18	19
23	24	25	26	27	28	22	27	28	22	23	24	25	26
30	31					29			29	30			

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 23	24	25	26	27	28	Mar 1
2	3	4 6:30pm Council	5	6	7	8
9	10 6:30pm Council - Special Budget Meeting	11	12 NBMCA	13 DSSAB	14	15
16	17 Library Board 6:00pm PUBLIC MEETING - ZBA - Council	18 6:30pm Council	19 Eastholme	20	21 Golden Sunshine Housing Copr.	22
23	24 6:00pm Police Services Board	25	26 6:00pm Maple Syrup Committee Meeting 7:00pm Recreation Committee	27	28	29
30	31	Apr 1	2	3	4	5