

## **AGENDA**

**Regular Council Meeting**  
**Tuesday, January 20, 2026, 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, under the terms of the Robinson-Huron Treaty of 1850 and the Williams Treaties of 1923. We wish to acknowledge the long history of First Nations and Metis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude towards the Indigenous peoples for their past and present stewardship over these lands, waterways, and resources. May we continue to honour their history, culture, and teachings as we work towards reconciliation."

**3. ROLL CALL**

**4. DISCLOSURE OF MONETARY INTEREST AND GENERAL NATURE THEREOF**

**5. APPROVAL OF THE AGENDA**

**6. DELEGATIONS TO COUNCIL**

ACED (Almaguin Community Economic Development) Update – Courtney Metcalf and David Grey

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

7.1 Regular Council Meeting of January 6, 2026

**8. MINUTES AND REPORTS FROM COMMITTEES OF COUNCIL**

**9. MINUTES AND REPORTS FROM APPOINTED BOARDS**

9.1 District of Parry Sound Social Services Administration Board – CAO's Report January 2026

**10. STAFF REPORTS**

10.1 Clerk, A. Quinn – 2026 Budget Meeting dates

10.2 Manager of Operations, T. Keefe – Recycling Services, Clarification of Municipal Responsibilities

10.3 Manager of Operations, T. Keefe – Empty Alcohol Containers with Deposit – Municipal Practices Update

10.4 Fire Chief, R. Giesler – Tanker Purchase from East Ferris Fire Department

10.5 Protective Services Official, M. Peddle – Updated Parking Bylaw *Draft*

**11. BYLAWS**

**12. UNFINISHED BUSINESS**

12.1 Councillor Hall – Advantages of Powassan Funding their own library (Discussion)

**13. NEW BUSINESS**

13.1 Seniors Active Living Centre Program – Application for 2026-2027

**14. CORRESPONDENCE**

14.1 District of Parry Sound Social Services Administration Board – The Path Forward Event:  
DSSAB's Approach to Housing Loss Prevention & Encampments

14.2 Near North Crime Stoppers – Crime Stoppers Month January 2026

14.3 Ministry of Agriculture, Food and Agribusiness – 2026 Agricultural Impact Assessment Guidance Document

**15. ADDENDUM**

**16. NOTICE OF SCHEDULE OF COUNCIL AND BOARD MEETINGS**

**17. CLOSED SESSION**

**18. MOTION TO ADJOURN**

October 7, 2025

Addressed to:  
Almaguin Municipal Councils & Staff

**Subject: Invitation to Two-Year Interim Joint Services Agreement**

Dear Council Members & Staff,

The Almaguin Community Economic Development (ACED) Board, operating under the administration of the Township of Armour, are pleased to present the opportunity for municipalities to enter a two-year interim joint services agreement for regional economic development services.

ACED was established in 2019 based upon the shared realization of the value of multi-municipal collaboration, effort, and investment in the provision of economic development services. Between 2015 and 2019, regional municipalities and the Almaguin Highlands Chamber of Commerce, supported by strong relationships and generous financial support from Federal and Provincial Partners, worked together to set a [strategic foundation through evidence-based planning](#). From this foundation, sub-regional economic development partners reduced the duplication of efforts by strategically collaborating on various local and regional initiatives that drove measurable success. The creation of ACED marked a significant achievement and milestone that continues to reflect the commitment to, and benefits from, shared efforts and investments made towards encouraging economic growth and sustainability throughout the region and its many unique and vibrant communities. Attached to this invitation is a brief overview of ACED for your review.

Through 2025, the ACED Board and Department have worked to create a series of positive changes within their service delivery model which include, in addition to this agreement, reducing costs, enhancing communication, and increasing local support for ACED member organizations.

Participating in the Two-Year Interim Agreement is an opportunity for your municipality to:

- Gain access to [existing ACED Services](#), including business & investment support services, tourism and quality of life promotion, community support services, and inclusion in regional level projects.
- Benefit from reduced costs as a result of the current conditional contribution agreement with FedNor through the Community Investment Initiative for Northern Ontario (CIINO) Stream.
- Inform the creation of a new multi-year strategic plan for the Almaguin Region with your local priorities and perspectives.
- Shape the future and sustainability of economic development services within the Almaguin Region.



The cost to become an ACED member is contingent on the total number of members; in short, more members equal lower costs. Various draft contribution rate scenarios have been attached to this invitation for Council's consideration. Schedule A of the agreement states the cost sharing model that determines how individual contributions are calculated.

The ACED Board respectfully requests that this invitation, along with the Draft Two-Year Joint Services Agreement for Economic Development Services and associated attachments be added to the next regular Council/Board meeting agenda for consideration. Should any Council or Board wish to receive a delegation from ACED, please contact David Gray, Director of Economic Development.

Sincerely,

**Chris Nicholson**

ACED Chair, Joly Township Councillor Chris Nicholson, ACED Chair  
On Behalf of ACED

**Rod Ward**

Armour Township Mayor  
On behalf of Armour Township (serving as the administering municipality)

### Schedule A - Draft Contribution Rate Scenarios

The figures provided below are intended to serve as an example of what contributions may look like under the new agreement based on various membership levels. It is important to note that actual contribution rates will be calculated once all municipalities have made their decision and communicated it to the administering municipality.

*Figure 1A – Scenario with 14 Partners*

Municipality	Tax Levy 2024	0.35% of Tax Levy	Difference /Municipality
Perry	\$ 3,848,017.56	\$ 13,468.06	\$ 29,805.94
Armour	\$ 3,201,570.00	\$ 11,205.50	\$ 20,729.51
Strong	\$ 3,035,099.28	\$ 10,622.85	\$ 18,940.15
McMurrich/Monteith	\$ 2,160,272.00	\$ 7,560.95	\$ 16,398.05
Sundridge	\$ 1,922,304.00	\$ 6,728.06	\$ 12,555.94
South River	\$ 1,366,381.00	\$ 4,782.33	\$ 14,713.67
Burk's Falls	\$ 1,491,745.00	\$ 5,221.11	\$ 13,989.89
Joly	\$ 880,625.00	\$ 3,082.19	\$ 5,595.81
Ryerson (2023)	\$ 2,345,528.00	\$ 8,209.35	
Kearney	\$ 4,596,666.00	\$ 16,088.33	
Magnetawan	\$ 5,983,907.00	\$ 20,943.67	
Powassan	\$ 4,500,387.00	\$ 15,751.35	
Machar	\$ 2,509,174.00	\$ 8,782.11	
AHCC		\$ 10,000.00	
		\$ 142,445.87	

*Figure 1B – Scenario with 9 Partners & one non-voting member donation*

Municipality	Tax Levy 2024	0.711% of Tax Levy	Difference/Municipality
Perry	\$ 3,848,017.56	\$ 27,359.40	\$ 15,914.60
Armour	\$ 3,201,570.00	\$ 22,763.16	\$ 9,171.84
Strong	\$ 3,035,099.28	\$ 21,579.56	\$ 7,983.44
McMurrich/Monteith	\$ 2,160,272.00	\$ 15,359.53	\$ 8,599.47
Sundridge	\$ 1,922,304.00	\$ 13,667.58	\$ 5,616.42
South River	\$ 1,366,381.00	\$ 9,714.97	\$ 9,781.03
Burk's Falls	\$ 1,491,745.00	\$ 10,606.31	\$ 8,604.69
Joly	\$ 880,625.00	\$ 6,261.24	\$ 2,416.76
Ryerson (2023)	\$ 2,345,528.00	\$ 5,000.00	
AHCC		\$ 10,000.00	
		\$ 142,311.76	

*Figure 1C – Scenario with 7 partners & one non-voting member donation*

Municipality	Tax Levy 2024	0.846% of Tax Levy	Difference/Municipality
Perry	\$ 3,848,017.56	\$ 32,554.23	\$ 10,719.77
McMurrich/Monteith	\$ 2,160,272.00	\$ 18,275.90	\$ 5,683.10
Armour	\$ 3,201,570.00	\$ 27,085.28	\$ 4,849.72
Strong	\$ 3,035,099.28	\$ 25,676.94	\$ 3,886.06
Sundridge	\$ 1,922,304.00	\$ 16,262.69	\$ 3,021.31
Joly	\$ 880,625.00	\$ 7,450.09	\$ 1,227.91
Ryerson		\$ 5,000.00	
AHCC		\$ 10,000.00	
		<b>\$ 142,305.13</b>	

## ACED & Regional Economic Development Overview

Almaguin Community Economic Development (ACED) represents a multi-municipal effort to provide economic development services throughout the Almaguin Highlands Region. While ACED is the current face of regional economic development, there is a clear and demonstrable history of collaborative economic development efforts in Almaguin that has, and continues to, drive observable growth in the region.

This information package is intended to serve several key purposes:

1. Provide a functional understanding of who ACED is.
2. Review the history of collaborative economic development in the Almaguin Highlands, including the investments that have been in, and attracted to, the region.
3. Define the services that ACED provides within the regions with some highlights of services and initiatives to-date.
4. Illustrate how municipal partners can best utilize and benefit from ACED's services.

## Who is ACED, and what do they do?

In April of 2019, municipal partners formed ACED as the first-ever multi-staff, fully regional, economic development services department. After years of successful multi-municipal partnerships, such as the Central Almaguin Economic Development Association, Burk's Falls & Area Economic Development, or EcoDev, regional partners developed a regionally inclusive economic development plan and formed ACED. This marked a significant milestone.

ACED operates as a shared services department that is comprised of the ACED Board and ACED staff. The ACED Board was established to oversee ACED Staff and provide direction based on regionally shared goals, objectives and interests. ACED currently (as of 2025), has three staff roles, which are

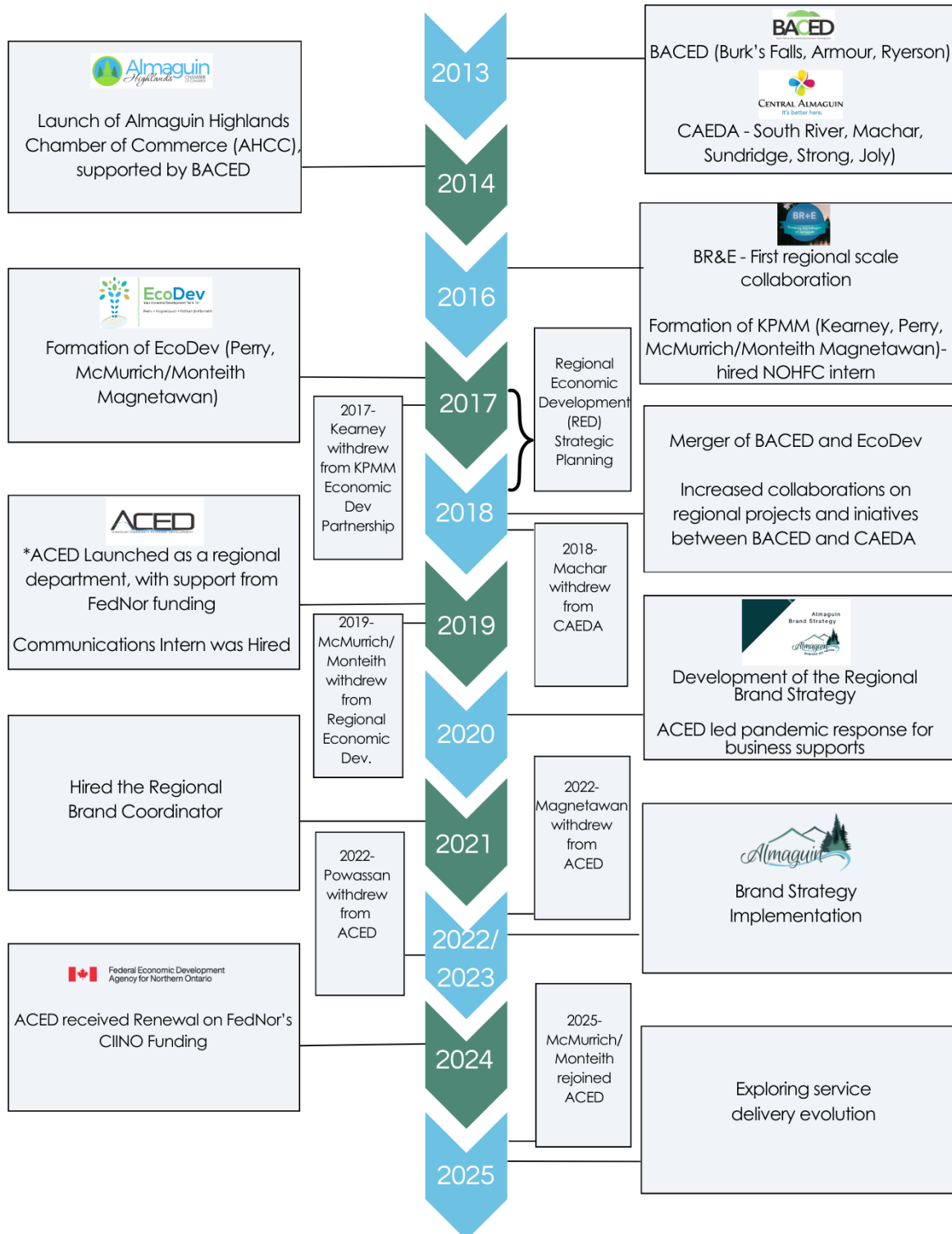
- Director of Economic Development (.5FTE for 2025)
- Economic Development Officer
- Communications and Marketing Officer.

### *Organizational Structure*

ACED operates under a shared services agreement, which is currently undergoing the first major update since 2019. ACED is administered by the Township of Armour, who provides services such as human resources, financial administration (including grants and payroll), office space, etc. The ACED Board interfaces with the Armour Township Council through providing recommendations (via resolution) which are implemented through complimentary council decisions.

## REGIONAL ECONOMIC DEVELOPMENT TIMELINE

This timeline highlights key milestones in collaborative economic development initiatives across the Almaguin region, showcasing growth, partnerships, and strategic planning from 2013–2025



\*ACED Launched with the following partners: Powassan, South River, Strong, Sundridge, Joly, Magnetawan, Ryerson, Burk's Falls, Armour, Perry



## ACED & Regional Funding History and Highlights

The following summary provides an at-a-glance perspective of the investments and partnership funds invested into regional initiatives and economic development departments over the 12-year period from 2013 to 2025. Several points to consider:

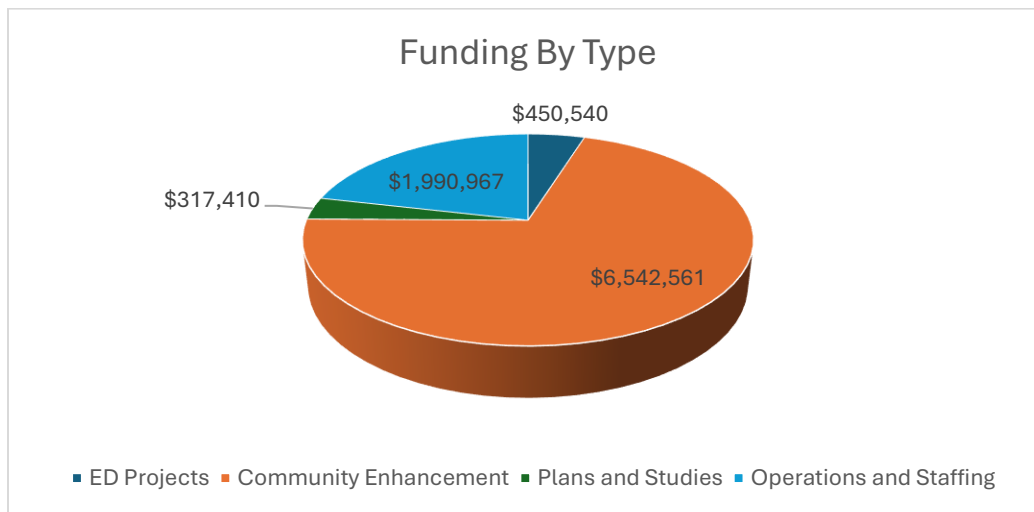
1. These totals include funding for initiatives that occurred prior to ACED; however, represent projects that benefited multiple municipalities (including fully regional projects).
2. Totals include both ACED/ ED Staff led and supported applications.
3. Municipal contributions only reflect the application portion of approved grants and do not include municipal contributions to ACED operating budgets.

## Public Sector Funding

Senior Government Funding (Approved grant funds secured)	Municipal Contributions <sup>1</sup> (Municipal / Applicant portion)	Total Invested in Local Economic Development Initiatives (public sector)
\$6,181,091.00	\$3,120,387.00	\$9,301,478.00

1 – Municipal contribution amounts were not provided for some projects where staff provided direct application support.

*Figure 1 - Funding Breakdown by Type*



## Private Sector Funding – High Level Total

Senior Government Funding (Approved grant funds secured)	Applicant Investment (Estimated)	Total known investment
\$4,991,652	\$6,425,652	\$11,417,304

\*These figures represent large projects where ACED Staff supported all or some of the application process (including letters of support, etc.)

## Defining ACED's Services

The term 'economic development' can evoke a wide range of perceived definitions and an even wider range of expected activities or desired results. Objectively, nearly anything that happens in a municipality that involves a financial transaction and/or the delivery or procurement of a service impacts the economy (local and/or regional). ACED's workplans are broken up in to five distinct categories, or focus areas, that broadly define the work that ACED Staff perform.

1. Business Support & Development
  - ✓ One on one support for start-ups, expansions, developments, and general business needs.
  - ✓ Promotes local business through shop local campaigns and the online regional business directory (as well as other promotional and marketing efforts)
2. Economic Development Planning
  - ✓ Creation and execution of strategic plans & studies at both the regional and local levels.
  - ✓ Click Here to view [ACED's Guiding Documents](#) for examples
3. Community Development
  - ✓ Providing supports for municipalities and community organizations such as grant writing support, volunteerism supports, and other functions.
  - ✓ Supports fundraising for the development or improvement of community facilities.
4. Tourism Marketing & Promotion
  - ✓ Administers the Explore Almaguin digital presence ([Website](#), [socials](#), etc.).
  - ✓ Produces engaging tourism content and campaigns.
  - ✓ Supports the development of joint marketing initiatives with local businesses and brand ambassadors.
5. Special Projects & Events

ACED Staff create annual workplans, which are approved by the ACED Board. Staff report on the progress of activities through monthly reports provided to the Board, as well as with an annual report.

Another important function of ACED is that the department serves as a critical connecting link to numerous support agencies and their representatives. Agencies include, but are not limited to: FedNor, The Ministry of Northern Development, NECO Community Futures, The Business Centre NPS, IION, Explorer's Edge (RTO12), The Labour Market Group, BlueSky, The Almaguin Chamber of Commerce.

## How can Municipalities best utilized ACED services?

ACED operates best when all partners and stakeholders are working together. This involves open and dynamic communication and information sharing between Councils and the Board, and Municipal Staff and ACED staff.

### Keep open lines of communication

- Maintain open communication with ACED.
- Update ACED on projects, events, developments, or land for sale.
- Refer start-ups to ACED for support.
- Councillors and staff may contact ACED for information at any time.
- Invite ACED to present at Council or community meetings to share updates and opportunities on a yearly basis.

### Stay informed on ACED-led projects

- Review ACED monthly reports and ask questions as needed.
- Give input on ACED's annual Workplan during year-end planning.
- Partner with ACED on regional marketing campaigns to promote local assets and tourism.

### Promote our Rotating Office Days

- Post ACED monthly office dates on municipal social media.
- If needed, arrange and share alternative dates.

### Engage us to assist with funding applications

- Contact ACED for help with grant applications for municipal or regional assets.
- Support may include drafting, letters of support, and regional data from ACED plans/studies.
- Share municipal infrastructure plans with ACED early to explore funding and partnership opportunities.



## TWO-YEAR INTERIM JOINT SERVICE AGREEMENT

This Agreement made effective this 1 day of January, 2026

**BETWEEN:**

**THE CORPORATION OF THE TOWNSHIP OF PERRY**

(Hereinafter referred to as “Perry”)

**- and -**

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF MCMURRICH  
MONTEITH**

(Hereinafter referred to as “McMurrich Monteith”)

**- and -**

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR**

(Hereinafter referred to as “Armour”)

**- and -**

**THE CORPORATION OF THE VILLAGE OF SUNDRIDGE**

(Hereinafter referred to as “Sundridge”)

**- and -**

**THE ALMAGUIN HIGHLANDS CHAMBER OF COMMERCE**

(Hereinafter referred to as “the Chamber”)

**- and -**

**THE CORPORATION OF THE TOWNSHIP OF STRONG**

(Hereinafter referred to as “Strong”)

**- and -**

**THE CORPORATION OF THE TOWNSHIP OF JOLY**

(Hereinafter referred to as “Joly”)

**WHEREAS** the Municipal Act, S.O. 2001,c.25, S.20(1), allows a municipality to enter into an agreement with one or more municipality to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their boundaries;

**AND WHEREAS** the Municipal Act, S.O. 2001,c.25, S.20(2), allows a municipality to provide the matter in accordance with the agreement anywhere that any of the municipalities or local bodies have the power to provide the matter;

**AND WHEREAS** Perry, Armour, McMurrich/Monteith, Sundridge, the Almaguin Highlands Chamber, Strong, and Joly wish to jointly provide economic development services to the region;

**AND WHEREAS** the above-named member organizations recognize municipalities or other parties listed below as non-voting members based on their support of the delivery of economic development services or programs by providing a donation in support of the annual budget.

### **Non-voting members:**

The Township of Ryerson.

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that in consideration of good and other valuable consideration and the sum of Two Dollars (\$2.00) of lawful money of Canada now paid by each of the parties hereto to each of the other parties hereto, the receipt whereof is hereby acknowledged, the parties hereto hereby covenant, promise and agree with each other as follows:

### **DEFINITIONS**

1. In this Agreement including in the recitals above,
  - (a) **“ACEDDB Meeting”** means a meeting between the appointed representatives of each Member Party, with a quorum of half the representatives plus one;
  - (b) **“Act”** means the *Municipal Act*, 2001, S.O. 2001, c.25;

- (c) **“Administer”** means to provide the Economic Development Services to the public in accordance with Applicable Law, and **“Administration”** has the same meaning;
- (d) **“Administering Municipality”** means the Member Party that has been chosen by the Member Parties to administer the Economic Development Services;
- (e) **“Administrative Services”** means those services as set out in section 8 of this Agreement;
- (f) **“Agreement”** means this Joint Service Agreement and all Schedules and Exhibits attached to this Agreement;
- (g) **“Almaguin Community Economic Development” (ACED)** is the name given to the regional economic development entity formed by the participating Member Parties.
- (h) **“Almaguin Community Economic Development Department Board” (ACEDDB)**, is a committee composed of appointed representatives from all of the Member Parties who have agreed to participate and fund the Almaguin Community Economic Development (ACED).
- (i) **“Almaguin Community Economic Development Department (ACEDD)”** performs the work needed to strengthen the local economy and diversify the municipal tax base. They recruit new businesses, retain existing ones, and assist businesses when they can expand operations locally.
- (j) **“Applicable Law”** means any applicable statute, ordinance, decree, regulation or by-law or any rule, circular, directive, license, consent, permit, authorization, concession or other approval issued by any Government Authority which has appropriate jurisdiction;
- (k) **“Business Days”** means any day other than a Saturday, Sunday or statutory holiday;
- (l) **“Calendar Days”** means consecutive days, including Saturday, Sunday or statutory holiday;
- (m) **“Capital Expenditure”** means any expenditure related to machinery, equipment, vehicles and furniture reported as a tangible capital asset on the audited financial statement of the Economic Development Services;
- (n) **“Capital Items”** means machinery, equipment, vehicles and furniture required to provide Economic Development Services;
- (o) **“Director of Economic Development”** (the Director) means the municipal employee hired to manage the ACEDD.
- (p) **“Economic Development Services”** means all services related to the provision of economic development;
- (q) **“Emergency”** means any unplanned event, activity, circumstance that constitutes a threat to the operation of the Service and/or requires the stoppage of the delivery of the Economic Development Services, in whole or in part and may include both person-caused and natural-caused events, activities and circumstances;
- (r) **“Expenditure”** means any funds used by the Administering Municipality to obtain new assets, improve existing ones or reduce a liability;
- (s) **“Government Authority”** means any government, regulatory authority, ministry, board, department, court or other law, regulation or rule-making entity, having jurisdiction or authority over the matter in issue, but excludes a municipality or any of its local boards;

- (t) **“Member Party(ies)”** means each organization or municipality which is party to this agreement;
- (u) **“Net Cost”** means all operating, capital and real property capital expenditures for Economic Development Services less all revenues generated by the Economic Development Services including, but not limited to, government grants, user fees, rents, sales and donations and **“Net Costs”** has the same meaning;
- (v) **“Non-voting member”** means a municipality or organization which makes a yearly contribution to ACED but does not have a vote on the ACED Board. The yearly contribution would not exempt the municipality or organization from the ACED fees for services.
- (w) **“Real Property”** means land, land improvement and any building or buildings erected upon the land used to provide Economic Development Services;
- (x) **“Real Property Capital Expenditure”** means any expenditure related to land, land improvements and buildings reported as a tangible capital asset on the audited financial statements of the Economic Development Services;
- (y) **“Report”** means that Report referred to in clause 8(f) of the Agreement, in the form required by the Administering Municipality and **“Reporting”** has the same meaning;

## **TERM OF THE AGREEMENT**

- 1 This Agreement takes effect when approved by all Member Parties and will expire on December 31, 2027.
2. If one of the Member Parties requests a renegotiation of this Agreement, this Agreement will remain in place until a new agreement is in force and effect unless the expiry date of this agreement is reached prior to the end of the negotiation.
3. Upon receipt of a notice of withdrawal from another Member Party, a Member Party shall call an ACEDDB Meeting to discuss such notice and to consider steps that may be taken to either engage the dispute resolution provisions of this Agreement or to terminate this Agreement and prepare for dissolution related to the Economic Development Services. Should remaining member parties agree to continue sharing ACEDD services in the absence of the withdrawing party, the ACEDD shall not be dissolved; however, the withdrawal provisions under schedule B shall apply to the withdrawing party.

## **ECONOMIC DEVELOPMENT SERVICES**

### **Ownership, Operation and Maintenance**

4. The Administering Municipality shall operate and maintain the assets associated with the Economic Development Services it administers in good condition and in accordance with Applicable Law.
5. “ACEDDB has the authority, by resolution, to amend this agreement to add or subtract “Member Party(ies)”, when an organization or municipality wishes to join or leave ACED.”

### **Administration, Cost Sharing, Oversight and Reporting**

6. The Administering Municipality for the Economic Development Services shall be The Municipal Corporation of the Township of Armour.
7. For the purposes of this Agreement, the Administrative Services to be provided by the Administering Municipality are as follows:
  - (a) Operation in compliance with Applicable Law;



- (b) Staffing, through employees, contractors or agents, as the Administering Municipality deems appropriate within budget restraints, in accordance with its policies and procedures and Applicable Law;
  - (c) Ensure that policies and procedures are in place with respect to procurement, employment, health and safety, asset management, fees and charges, and record retention, all in compliance with Applicable Law;
  - (d) Reporting to and communicating with any government ministry or agency, including but not limited to the Ontario Ministry of the Environment and Climate Change, the Ontario Ministry of Municipal Affairs, the Office of the Fire Marshal of Ontario and the Ontario Ministry of Finance, as may be required by Applicable Law;
  - (e) Maintain financial records and report to the other Member Parties as required by this Agreement with respect to budgets, revenues, expenses, audits and other financial activities; and
  - (f) Reporting, on a monthly basis, in the form required by the Administering Municipality, to the other Member Parties.
8. The Administering Municipality shall not charge any additional fees to the other Member Parties to Administer the Economic Development Services.

## **BUDGETS AND FINANCIAL REPORTING**

9. The Director shall prepare, on an annual basis, a draft operating and a capital budget for the Economic Development Services.
- (a) Such draft budgets shall be presented at the October ACEDDB Meeting of each calendar year and once reviewed, shall be presented for consideration to each Member Party. Each Member Party shall report to the other Member Parties the outcome of such consideration within ten (10) Business Days of the date of each Member Party's next regular meeting.
  - (b) Based on the comments received the Director shall prepare a final budget proposal and forward it to the other Member Parties by the last Friday in January of each year.
  - (c) Each Member Party shall bring a resolution to the February ACEDDB Meeting indicating whether or not it supports the budget.
  - (d) The yearly budget must receive approval from a majority of the Member Parties before it can be implemented.
10. If a majority of the Member Parties do not agree to a proposed budget, the contributions from all Member Parties to the budget shall not change from the most recently approved budget until a majority of the Member Parties agree to the proposed budget.
11. From the time the annual budget is approved by a majority of the Member Parties, the Administering Municipality, shall provide, every six (6) months thereafter, in writing, a budget-to-actual report to the ACEDDB.
12. Once the budget is approved by a majority of the Member Parties the following will apply:
- (a) Any change(s) to the approved budget which would increase the net total of the approved budget shall require the approval of a majority of the Member Parties in order to be implemented. The Member Party requesting such change shall notify the other Member Parties with an explanation of the requested change and shall request that an ACEDDB meeting be held within fifteen (15) Calendar Days of such request.

- (b) An overspending of the budget does not constitute a change to the budget but shall be reported by the Director to the ACEDDB with an explanation of and reason(s) for the overspending.
- 13. The Administering Municipality is responsible to ensure that its auditor carries out an audit, on an annual basis, and it shall provide a copy of its audited financial statements to the other Member Parties within ten (10) Business Days after they are placed on an agenda to be considered by the Administering Municipality.

#### **ADMINISTRATION OF COST SHARING**

- 14. The Net Cost of the Economic Development Services shall be shared annually as set out in **Schedule “A”** to this Agreement.
- 15. The Administering Municipality shall invoice the other Parties quarterly for their share of the Economic Development Services and such invoices are due within thirty (30) Calendar Days.
- 16. After the annual audit is complete the Administering Municipality shall either invoice or refund the other Member Parties the difference between the budgeted amount paid by each Member Party and the actual amount to be paid as determined by the audit.
  - (a) The ACEDDB may, by a majority vote, divert any operating surplus to the ACED reserve held by the Administering Municipality which can be applied to future budgets, programs, or as applicant contributions to shared funding agreements.

#### **INSURANCE**

- 17. During the term of this Agreement, the Administering Municipality shall obtain and maintain in full force and effect, general liability insurance issued by an insurance company authorized by law to carry on business in the Province of Ontario, providing for, without limitation, coverage for personal injury, public liability, environmental liability and property damage. Such policy shall:
  - (a) Have inclusive limits of not less than five million dollars (\$5,000,000.00) for injury, loss or damage resulting from any one occurrence;
  - (b) Name the other parties as an additional insured with respect to any claim arising out of the obligations under this Agreement; and
  - (c) Include a non-owned automobile endorsement.
- 18. During the term of this Agreement, the Administering Municipality shall obtain and maintain in full force and effect, automobile liability insurance in the amount of two million dollars (\$2,000,000.00) for injury, loss or damage resulting from any one occurrence.
- 19. If the Administering Municipality receives a notice of claim, action, application, order, or any other insurance or legal proceeding, it shall, within five (5) Business Days provide a copy of such to the other Member Parties.

#### **EMERGENCY SITUATIONS**

- 20. From time to time Emergencies may arise and in such circumstances the Member Parties shall cooperate to the best of their abilities with regard to public communication about the impact of the Emergency and the Administering Municipality shall take the lead on the response to the Emergency.

#### **RESOLUTION OF DISPUTES**

- 21. Where a disagreement or dispute arises between any or all of the Member Parties with respect to the interpretation, construction, meaning or effect of this Agreement an ACEDDB Meeting shall be scheduled by the Administering Municipality for the



sole purpose of discussing the disagreement or dispute in an attempt to resolve such disagreement or dispute.

22. The Member Parties shall resolve any disagreement or dispute by a majority vote of the Member Parties.

**TERMINATION OF AGREEMENT/WITHDRAWAL**

23. If any Member Party wishes to withdraw from participation in the shared delivery of Economic Development Services and wishes to terminate the Agreement it shall first bring a notice of intention to the Board for consideration and discussion. Municipalities wishing to withdraw must provide a minimum of one (1) year notice in writing to the administrating municipality.
24. If notice to terminate this Agreement/withdraw from the shared delivery of Economic Development Services is given, the Member Party giving such notice may reverse such decision within the one-year notice period.

**DISSOLUTION**

25. If one or more of the Member Parties wishes to be removed from the sharing of Economic Development Services such that this Agreement is terminated and the shared Services arrangement is dissolved, in accordance with the provisions of this Agreement, the assets and liabilities shall be distributed in accordance with the provisions set out in **Schedule “B”** to this Agreement.

**NOTICE**

26. Any notice or communication required or permitted to be given pursuant to this Agreement shall be in writing and shall be deemed to have been properly given when delivered personally, by facsimile transmission, or by electronic mail with the sender’s name, address, electronic mail address and telephone number included and confirmation of receipt is provided (which confirmation shall not be unreasonably withheld by any Member Party) as follows:

Township of Perry  
Attention: Clerk  
1695 Emsdale Road, P.O. Box 70  
Emsdale, ON P0A 1J0  
Fax: 705-636-5759  
[info@townshipofperry.ca](mailto:info@townshipofperry.ca)

Township of Armour  
Attention: Clerk  
56 Ontario St, P.O. Box 533  
Burk’s Falls, On P0A 1C0  
Fax: 705-382-2068  
[clerk@armourtownship.ca](mailto:clerk@armourtownship.ca)

Township of McMurrich Monteith  
Attention: Clerk  
3 William Street,  
Sprucedale, ON P0A 1Y0  
Fax: 705-685-7901  
[clerk@mcmurrichmonteith.com](mailto:clerk@mcmurrichmonteith.com)

Village of Sundridge  
Attention: Clerk  
110 Main Street, Box 129  
Sundridge, ON P0A 1Z0  
Fax: 705-384-  
[admin@sundridge.ca](mailto:admin@sundridge.ca)

Chamber of Commerce  
Attention: Executive Director  
113B Yonge Street, Box 544  
Burk’s Falls, ON P0A 1C0  
[almaguinhighlandschamber@gmail.com](mailto:almaguinhighlandschamber@gmail.com)

Township of Strong  
Attention: Clerk  
28 Municipal Lane, Box 1120  
Sundridge, ON P0A 1Z0  
Fax: 705-384-7874  
[clerk@strongtownship.com](mailto:clerk@strongtownship.com)

Township of Joly  
Attention: Clerk  
871 Forest Lake Road  
Sundridge, ON P0A 1Z0  
Fax: 705-384-0845  
[clerk.administrator@townshipofjoly.com](mailto:clerk.administrator@townshipofjoly.com)

27. Any notice or communication delivered personally shall be deemed to have been received by the addressee on the day upon which it is delivered. Any notice delivered or sent by facsimile or electronic mail transmission shall be deemed to have been received by the addressee on the next business day after the notice is sent by facsimile or electronic mail transmission. Any Member Party may change its notice information for the purpose of this Agreement by directing a notice in writing of such change to the other Member Parties at the above addresses and thereafter such changed information shall be effective for the purposes hereunder.

## **FORCE MAJEURE**

28. Whenever and to the extent that the Administering Municipality is unable to fulfil, or is delayed or restricted in the fulfilment of, any obligation hereunder in respect of the supply or provision of Economic Development Services because of circumstances beyond its reasonable control, the Administering Municipality shall be relieved from the fulfilment of such obligation so long as such cause continues. In such event the Administering Municipality will immediately notify the Member Parties, and each will work together to communicate with the public and explore options for the provision of the Economic Development Services.

## **GENERAL PROVISIONS**

### **Severability and Jurisdiction**

29. If any provision of this Agreement is determined by a Court of competent jurisdiction to be illegal or beyond the power, jurisdiction, or capacity of any Member Party bound hereby, such provision shall be severed from this Agreement and the remainder of this Agreement shall continue in full force and effect and in such case, the parties agree to negotiate in good faith to amend this Agreement in order to implement the intentions as set out herein. It is agreed and acknowledged by the Member Parties that each is satisfied as to the jurisdiction of each Member Party to enter into this Agreement. The Member Parties agree that they shall not question the jurisdiction of any Member Party to enter into this Agreement nor question the legality of any portion hereof, nor question the legality of any obligation created hereunder and the Member Parties, their successors and assigns are and shall be estopped from contending otherwise in any proceeding before a Court of competent jurisdiction or any administrative tribunal.

### **Legislative Change**

30. References in this Agreement to any legislation (including but not limited to regulations and by-laws) or any provision thereof include such legislation or provision thereof as amended, revised, re-enacted and/or consolidated from time to time and any successor legislation thereto.

### **Entire Agreement**

31. This Agreement constitutes the entire agreement between the Member Parties hereto with respect to the subject matter hereof and supersedes any prior agreements, undertakings, declarations or representations, written or verbal, in respect thereof.

### **Laws of Ontario**

32. This Agreement shall be interpreted under and is governed by the laws of the Province of Ontario.

### **Headings and Wording**

33. The inclusion of headings in this Agreement are for convenience of reference only and shall not affect the construction or interpretation of this Agreement.
34. In this Agreement, unless the context otherwise requires, words importing the singular include the plural and vice versa and words importing gender include all genders.

35. Any section, clause or provision in this Agreement shall be deemed to be severable should it be declared invalid by a court of competent jurisdiction and said severed section, clause or provision shall not be taken to invalidate the remaining provisions of this Agreement.
36. It is agreed that the Member Parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the Member Parties, and no presumption or burden of proof shall arise favouring or disfavouring any Member Party by virtue of the authorship of any of the provisions of this Agreement.
37. This Agreement shall not be modified or amended except with the written consent of a majority of Member Parties and no modification or amendment to this Agreement binds any Member Party unless in writing and executed by the Member Party intended to be bound.
38. No Member Party shall assign or transfer any of the rights, benefits and obligations in or under this Agreement without the prior written consent of the other Member Parties. Any such assignment shall not relieve any Member Party of its obligations herein. This agreement shall be binding upon and ensure to the benefit of the parties and their successors and permitted assigns and heirs.
39. No Member Party shall call into question, directly or indirectly, in any proceedings whatsoever, in law or in equity, before any court or before any administrative tribunal, the right of the Member Parties, or any of them, to enter into this Agreement, or the enforceability of any term, agreement, provision, covenant or condition contained in this Agreement, and this clause may be pled as estoppel as against any such Member Party in such proceedings.
40. The Schedules attached hereto which form part of this Agreement are as follows:
- Schedule “A” - Costing Sharing
- Schedule “B” - Dissolution of Assets

**The Remainder of this page has been left intentionally blank**

IN WITNESS WHEREOF the parties hereto have hereunto executed this Agreement, made and effective as of the \_\_\_\_ day of \_\_\_\_\_, 2019.

**The Corporation of the  
Township of Perry**

\_\_\_\_\_  
Reeve or Mayor

\_\_\_\_\_  
Clerk

**The Corporation of the  
Village of Sundridge**

\_\_\_\_\_  
Reeve or Mayor

\_\_\_\_\_  
Clerk

**The Almaguin Highlands  
Chamber of Commerce**

\_\_\_\_\_  
President

**The Corporation of the  
Township of Joly**

\_\_\_\_\_  
Reeve or Mayor

\_\_\_\_\_  
Clerk

**The Municipal Corporation of  
the Township of Armour**

\_\_\_\_\_  
Reeve or Mayor

\_\_\_\_\_  
Clerk

**The Corporation of the  
Township of Strong**

\_\_\_\_\_  
Reeve or Mayor

\_\_\_\_\_  
Clerk

**The Corporation of the  
Township of McMurrich/Monteith**

\_\_\_\_\_  
Reeve or Mayor

\_\_\_\_\_  
Clerk

**SCHEDULE A  
COST SHARING & FUNDING**

**OPERATING BUDGET COST SHARING**

The annual Net Operating Cost of the Economic Development Services shall be divided between Member Parties according to an equal flat-rate percentage of each municipality's prior year taxation tax levy.

The Contribution for the Almaguin Highlands Chamber of Commerce shall be fixed at \$10,000 each year unless otherwise agreed upon in writing by each party.

**ADDITIONAL FUNDING**

**Donations:** Non-member municipalities may at their discretion provide annual donations to support the activities of ACED. These donations do not entitle non-members to a vote nor inclusion in regional ACED programs or services. Inclusion of non-member municipalities in programs or services shall be at the discretion of the ACEDDB. Donating municipalities may be recognized as non-voting members of the ACEDDB at the discretion of the Board.

**Service Fees:** The Administrating Municipality has, per the direction of the ACEDDB, adopted various fees for services provided by ACED staff to non-member municipalities and/or businesses or organizations in non-member municipalities. Through this agreement, these fees may be revised and amended by the ACEDDB from time to time. Final amendments will be implemented by the Administrating Municipality.

## **SCHEDULE B**

### **DISSOLUTION & WITHDRAWAL**

#### **DISSOLUTION OF ACEDD**

Upon dissolution of shared Economic Development Services or termination of the Agreement, the assets for the Economic Development Services shall be evaluated and liquidated. The proceeds from the liquidation of the assets shall be distributed to the Member Parties on the same share basis as the cost sharing described in Schedule A.

#### **WITHDRAWAL OF ACEDD MEMBER PARTY**

Upon the withdrawal of an ACEDD Member Party, the withdrawing party shall not be entitled to any of the assets or future liabilities of ACEDD.



**NECO**

Community Futures Development Corporation  
Société d'aide au développement des collectivités

September 29, 2025

David Gray, Director of Economic Development  
Almaguin Community Economic Development  
56 Ontario Street  
Burk's Falls, ON P0A 1C0

Via Email

**Re: Support for ACED Two-Year Interim Joint Services Agreement**

Dear ACED Members and Almaguin Municipalities,

NECO Community Futures Development Corporation (NECO CFDC) has recently learned that a new Two-Year Interim Joint Services Agreement for Economic Development Services is being considered by municipalities and organizations throughout the Almaguin Region. As a supportive agency providing financial assistance to small and medium sized businesses and other business counselling services within the region, NECO CFDC has realized significant benefit through the existence of Almaguin Community Economic Development (ACED) and support of their staff.

Our geographic area supports both Nipissing East and East Parry Sound regions, and with only two staff in the NECO CFDC office located in North Bay, we reach out on a regular basis to ACED staff and vice versa.

Since its creation, ACED has served as a valuable point of contact for our organization by connecting clients to our staff and programs and through active partnership in various impactful initiatives. As was stated above NECO serves private businesses in your area through our loans program for start-ups and expansions.

Over and above the private sector investments, NECO CFDC also has project specific funds for not-for-profits, municipalities, and other organizations. NECO CFDC has worked with ACED to collaborate efforts, benefits, or initiatives in your region. Past supports specific to Almaguin Highlands have included: the annual RED Gala, Taste of Almaguin, ACED Regional Support Program (during the pandemic), Almaguin Staycation (during the pandemic), The Business Centre's

..../2

Recovery Support (during the pandemic), The Business Centre's Triple A program (during the pandemic), Win this Space Burk's Falls, Bay Works Virtual Job Fair 2022, annual Powassan Maple Syrup Festival, annual International Women's day in partnership with WORC (South River), Heritage Festival 2023, HoneyFest & Great Pumpkin Tour, Almaguin Maple Syrup Festival (Sundridge), Almaguin Highlands Health Council, Ontario Maple Syrup (OMSPA) Convention and Summer Tour 2024, AHCC – Women's Day in Almaguin, Explore South River, Burk's Falls Theatre, just to name a few.

It is our observation that our partnership with ACED has generated significant value to our clients as well as assisted us with carrying out our mandate across the Almaguin Highlands. We try our best to get to in-person events in your region; however, that is not always possible with our limited resources, and as such our connection with ACED is especially important for providing us with updates and leads on clients.

On behalf of NECO Community Futures Development Corporation, we hereby declare our support in principle for ACED and the Two-Year Interim Joint Services Agreement. In addition, we strongly encourage all appropriate parties to consider the value of ACED as a part of the development services landscape serving the Almaguin region.

Should you have any questions regarding our support, please contact me at the NECO office, 705-476-8822 ext 100 or via email at [pcarr@neco.on.ca](mailto:pcarr@neco.on.ca)

Sincerely,  
**NECO Community Futures Development Corporation**



Patti Carr  
Executive Director



October 2, 2025

Almaguin Community Economic Development  
The Township of Armour  
56 Ontario Street  
Burk's Falls, ON. P0A1C0  
C/O David Gray, CAO/Director of Economic Development

Subject: Support for ACED Two-Year Interim Joint Services Agreement

Dear ACED Members and Almaguin Municipalities,

The Business Centre Nipissing Parry Sound has recently learned that a new Two-Year Interim Joint Services Agreement for Economic Development Services is being considered by municipalities and organizations throughout the Almaguin Region. As a supportive agency providing entrepreneurial and small business services within the region, The Business Centre has realized significant benefit through the existence of Almaguin Community Economic Development (ACED) and support of their staff.

Since its creation, ACED has served as a valuable point of contact for our organization by connecting clients to our staff and programs and through active partnership in various impactful initiatives. Specifically, The Business Centre has worked with ACED to identify and support young entrepreneurs through our Summer Company program, full time businesses through our advisory services and Starter Company Plus program, and to deliver business related training throughout Almaguin, focusing on a variety of topics including cash flow management, business plan development, marketing and AI. Many of our clients are referred to The Business Centre through ACED staff and thus, our partnership with ACED has generated significant value to our clients, as well as assisted us with carrying out our mandate across the Almaguin Highlands.

On behalf of The Business Centre Nipissing Parry Sound, we hereby declare our support in principle for ACED and the Two-Year Interim Joint Services Agreement. In addition, we strongly encourage all appropriate parties to consider the value of ACED as a part of the development services landscape serving the Almaguin region.

Should you have any questions regarding our support, feel free to contact me at your convenience.

Sincerely,

*Jennifer Nickerson*

Jennifer Nickerson  
Executive Director  
The Business Centre Nipissing Parry Sound  
705-474-0400 x 2523  
jnickerson@tbcnps.ca



## The Labour Market Group

Guiding partners to workforce solutions.

Almaguin Community Economic Development  
The Township of Armour  
56 Ontario Street  
Burk's Falls, ON. P0A1C0  
C/O David Gray, CAO/Director of Economic Development  
Delivered Via Email:

Subject: Support for ACED Two-Year Interim Joint Services Agreement

Dear ACED Members and Almaguin Municipalities,

The Labour Market Group has recently learned that a new Two-Year Interim Joint Services Agreement for Economic Development Services is being considered by municipalities and organizations throughout the Almaguin Region. As a supportive agency providing workforce development and labour market information services within the region, the Labour Market Group has realized significant benefit through the existence of Almaguin Community Economic Development (ACED) and support of their staff.

Since its creation, ACED has served as a valuable point of contact for our organization by connecting clients to our staff and programs and through active partnership in various impactful initiatives. Specifically, the Labour Market Group has worked with ACED to initiate and implement regional Business Retention and Expansion initiatives, the Economic Development Gala event and, more recently, has been a supporting party to their regional housing initiative. It is our observation that our partnership with ACED has generated significant value to our clients as well as assisted us with carrying out our mandate across the Almaguin Highlands.

On behalf of the Labour Market Group, we hereby declare our support in principle for ACED and the Two-Year Interim Joint Services Agreement. In addition, we strongly encourage all appropriate parties to consider the value of ACED as a part of the development services landscape serving the Almaguin region.

Should you have any questions regarding our support, please contact Stacie Fiddler, Executive Director at your convenience.

Kind Regards,

Stacie Fiddler, MBA  
Executive Director

101 Worthington Street East • Suite #238 • North Bay, ON • P1B 1G5 • 705-474-0812

Nipissing ————— Parry Sound



Almaguin Community Economic Development  
The Township of Armour  
56 Ontario Street  
Burk's Falls, ON, P0A 1C0

c/o David Gray, CAO/Director of Economic Development  
Delivered Via Email: [director@explorealmaguin.ca](mailto:director@explorealmaguin.ca)

RE: Support for ACED Two-Year Interim Joint Services Agreement

Dear ACED Members and Almaguin Municipalities,

Discovery Routes has recently learned that a new Two-Year Interim Joint Services Agreement for Economic Development Services is being considered by municipalities and organizations throughout the Almaguin Region. As an organization that collaborates with community-based trail partners across the region to grow and improve trail networks supporting health, tourism, strong communities, and nature appreciation, Discovery Routes has greatly benefited from the existence of Almaguin Community Economic Development (ACED) and the support of its staff.

Since its creation, ACED has served as a important point of contact for Discovery Routes, connecting our organization and local grassroots trail groups, including the Forgotten Trails Association, Almaguin Community Trails, and Almaguin in Motion, to regional programs such as collaborative marketing initiatives and community events. Together, we have worked to advance the Explore Almaguin brand by developing and promoting outdoor experiences across the region for cycling, hiking, paddling, and winter activities such as dog sledding and snowshoeing. Through this partnership, we have helped position the Almaguin Highlands as a destination for outdoor adventure, supported the creation of trail maps that showcase the region, and strengthened connections between trail networks and tourism.

Our partnership with ACED has provided meaningful value to residents and visitors alike and has been instrumental in helping Discovery Routes fulfill its mission across the Almaguin Highlands. On behalf of Discovery Routes, we offer our full support in principle for ACED and the Two-Year Interim Joint Services Agreement.

Should you have any questions regarding our support, please do not hesitate to contact me at your convenience.

Sincerely,

A handwritten signature in cursive script, appearing to read "J McCourt".

Jennifer McCourt,  
Executive Director

Almaguin Community Economic Development  
The Township of Armour  
56 Ontario Street  
Burk's Falls, ON. P0A1C0  
C/O David Gray, CAO/Director of Economic Development

**Subject: Support for ACED Two-Year Interim Joint Services Agreement**

Dear ACED Members and Almaguin Municipalities,

Innovation Initiatives Ontario North (IION) has recently learned that a new Two-Year Interim Joint Services Agreement for Economic Development Services is being considered by municipalities and organizations throughout the Almaguin Region. As a support agency providing business advisory services & funding programs to innovative businesses within the region, IION has realized significant benefit through the existence of Almaguin Community Economic Development (ACED) and their staff.

Since its inception, ACED has been a valuable partner and point of contact for IION, fostering strong connections between our organizations. Through their efforts, ACED has played a vital role in linking local businesses with IION's programs and resources. Our collaboration with ACED has enabled us to connect businesses to both public and private funding opportunities, as well as B2B networking events that support growth and innovation. We are especially grateful for ACED's active involvement in IION's Step Forward Entrepreneurs Program (SFEP), where their team serves on the selection committee. Their deep knowledge of the Almaguin Region provides critical insights that ensure local businesses are well-positioned to access and benefit from the granting opportunities available through IION.

We deeply appreciate ACED's ongoing collaboration and commitment to supporting entrepreneurs and driving regional economic development.

On behalf of IION, we hereby declare our support in principle for ACED and the Two-Year Interim Joint Services Agreement. In addition, we strongly encourage all appropriate parties to consider the value of ACED as a part of the development services landscape serving the Almaguin region.

Should you have any questions regarding our support, please contact me at your convenience.

Sincerely,

*Matthew Doherty*

Matthew Doherty  
Executive Director, IION  
[matt@iion.ca](mailto:matt@iion.ca) / 705-845-0616

**Regular Council Meeting**  
**Tuesday, January 6, 2026, at 6:30 pm**  
**Council Chambers**

**Present:** Peter McIsaac, Mayor  
Randy Hall, Councillor, Virtually  
Leo Patey, Councillor  
Dave Britton, Councillor

**Staff:** Allison Quinn, Clerk

**Absent,**  
**With Regrets:** Markus Wand, Deputy Mayor

**Presentations:** None.

**Disclosure of Monetary Interest and General Nature Thereof:** None.

- 
- |                |   |                |
|----------------|---|----------------|
| <b>2026-01</b> | Moved by: D. Britton      Seconded by: L. Patey<br>That the agenda of the Regular Council Meeting of January 6, 2026, be approved.  | <b>Carried</b> |
| <b>2026-02</b> | Moved by: L. Patey      Seconded by: R. Hall<br>That the minutes of the Regular Meeting of Council of December 9, 2025, be adopted.   | <b>Carried</b> |
| <b>2026-03</b> | Moved by: R. Hall      Seconded by: D. Britton<br>That the District of Parry Sound Social Services Administration Board CAO's Report of December 2025, be received.                               | <b>Carried</b> |
| <b>2026-04</b> | Moved by: D. Britton      Seconded by: L. Patey<br>That the minutes from the Golden Sunshine Municipal Non-Profit Housing corporation committee meeting of November 18, 2025, be received.        | <b>Carried</b> |
| <b>2026-05</b> | Moved by: L. Paty      Seconded by: R. Hall<br>That the memo from Deputy Clerk, K. Bester, regarding the Fire Protection Grant be received, for information purposes.                             | <b>Carried</b> |
| <b>2026-06</b> | Moved by: R. Hall      Seconded by: D. Britton<br>That the memo from Deputy Clerk, K. Bester, regarding the Ontario Trillium Foundations Seed Grant, be received, for information purposes.       | <b>Carried</b> |
| <b>2026-07</b> | Moved by: D. Britton      Seconded by: L. Patey<br>That the memo from Deputy Clerk, K. Bester, regarding the Enhancing Access to Spaces for Everyone Grant, be received for information purposes. | <b>Carried</b> |

**2026-08**

Moved by: L. Patey                      Seconded by: R. Hall  
That the memo from Clerk, A. Quinn regarding the Powassan and District Union Public Library Agreement, be received; and,

FURTHER that Council authorizes the request to extend the current Powassan and District Union Public Library Agreement from December 31, 2025, to February 2026, as set out in the memo. **Carried**

**2026-09**

Moved by: R. Hall                      Seconded by: D. Britton  
That Bylaw 2025-21, being a Bylaw to Adopt Minimum Maintenance Standards for Municipal Highways for the Municipality of Powassan,

Be **READ** a **FIRST** and **SECOND** time on the 9<sup>th</sup> day of December 2025 and Considered **READ** a **THIRD** and **FINAL** time and passed as such in open Council the 6<sup>th</sup> day of January 2026. **Carried**

**2026-10**

Moved by: D. Britton                      Seconded by: R. Hall  
That Bylaw 2026-01 being a Bylaw imposing special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*,

Be **READ** a **FIRST** and **SECOND** time and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council meeting on this, the 6<sup>th</sup> day of January 2026. **Carried**

**2026-11**

Moved by: L. Patey                      Seconded by: D. Britton  
That Bylaw 2026-02, being a Bylaw to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year 2026 and ending December 31, 2026,

Be **READ** a **FIRST** and **SECOND** time and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council this 6<sup>th</sup> day of January 2026 for the immediate wellbeing of the Municipality. **Carried**

**2026-12**

Moved by: D. Britton                      Seconded by: L. Patey  
That Bylaw 2026-03, being a Bylaw to provide for an interim Tax Levy for 2026,

Be **READ** a **FIRST** and **SECOND** time and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council this 6<sup>th</sup> day of January 2026 for the immediate wellbeing for the Municipality. **Carried**

**2026-13**

Moved by: L. Patey                      Seconded by: R. Hall  
That the Draft Lagoon Capacity Assessment Report from Dillon Consulting, dated December 19, 2025, be received for information purposes; and,

FURTHER that any questions or comments be directed to staff by Friday, January 16, 2026. **Carried**

**2026-14**

Moved by: R. Hall                      Seconded by: D. Britton  
That the correspondence regarding the OPP 2026 Annual Billing Statement package, dated November 27, 2025, be received. **Carried**

- 2026-15

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

That the correspondence from the Ministry of Emergency Preparedness and Response dated December 9, 2025, regarding the Emergency Management Modernization Act, be received.

Carried
- 2026-16

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

That the 2026 Draft Budget and Municipal Levy from the North Bay Mattawa Conservation Authority, be received.

Carried
- 2026-17

Moved by: L. Patey                      Seconded by: D. Britton

That Council now adjourns at 7:06 p.m.

Carried

\_\_\_\_\_

Mayor

\_\_\_\_\_

Clerk




# **Chief Administrative Officer's Report**

**January 2026**

## **Mission Statement**

**To foster healthier communities by economically providing caring human services that empower and enable the people we serve to improve their quality of life.**





## ‘Everyday Impact’

This month, we’d like to recognize Jami Steckley, Housing Programs Support Worker, for her outstanding compassion, professionalism, and commitment to supporting our clients and colleagues. Over the past year, Jami has consistently gone above and beyond assisting applicants on the waitlist, guiding tenants through annual reviews, and ensuring everyone receives the information and support they need with patience and kindness.

When recent staffing changes occurred, Jami played a key role in helping manage the transition and ensuring services continued smoothly. She continues to approach each day with positivity, teamwork, and a genuine commitment to helping others.

As one colleague shared, “Jami is always willing to help and takes the time to explain things clearly. Her calm, supportive nature makes a huge difference for both staff and clients.”

Jami’s reliability, empathy, and collaborative spirit make her an invaluable part of the Housing Programs team. Great work Jami!



## Esprit ‘Sponsor a Family’ Holiday Campaign

Esprit’s 2025 Sponsor-A-Family Holiday Campaign was a heartwarming example of what community compassion can achieve. Each elf featured on our campaign poster symbolized a real family supported through Esprit Place Family Resource Centre, either through our Gender-Based Violence Program or our Special Priority Policy (SPP) for Community Housing, which provides survivors of abuse and human trafficking with priority access to Rent-Geared-to-Income (RGI) housing.

We extend our sincere gratitude to the families, individuals, and local groups who generously came together to support this initiative. Because of your kindness, all 18 families identified for support were fully sponsored in 2025, and additional donations were received to assist families who may need help during the holidays or into the new year.

Now in its third year, the Sponsor-A-Family program has experienced remarkable growth—more than tripling in size and supporting more families this year than ever before. Each year, community participation continues to grow, reinforcing the powerful role collective care plays in helping families feel safe, supported, and valued.

We are incredibly thankful for the community that makes this program possible and look forward to building on this momentum to make the campaign even bigger and better next year!



## Human Resources - Quarterly update (Dec 2025)

As the organization approaches year-end, the Human Resources department is particularly busy. Key activities include completing reconciliations for payroll, employee benefits, and the OMERS pension plan. The department also processes OMERS service buy-backs related to leaves of absence and prepares for statutory reporting requirements in the upcoming tax season.

### Recruitment & Staffing

- 20 job postings were managed, including both internal and external opportunities.
- 5 new hires joined the organization
- HR also facilitated orientation for 2 returning employees.
- Year-to-date, we have welcomed 34 new hires in 2025.
- Our current workforce stands at 172 employees, with an average tenure of 9.63 years, reflecting the long-term commitment of our staff.

### Pension & Benefits

In 2025, the Human Resources department continued to oversee the administration of pension and benefit-related matters in support of a growing and evolving workforce.

During the year, 30 employees were enrolled in the OMERS pension plan, reflecting ongoing workforce movement and compliance with statutory pension obligations.

The organization also managed 6 WSIB claims, ensuring timely reporting, coordination, and return-to-work support in alignment with legislative requirements.

In addition, HR administered approximately 50 employee medical leaves and supported 8 workplace accommodations, balancing operational continuity with the organization's duty to accommodate and employee well-being. These activities reflect a sustained focus on compliance, risk mitigation, and responsible benefits administration.

Through these enhancements, the HR department continues to focus on strengthening organizational capacity and supporting a high-performing workforce.

### Performance & Development

During the quarter, the Human Resources department supported key compliance and risk-mitigation activities, including coordinating 31 employee performance reviews and five probationary reviews to ensure effective performance management and supervisory oversight. The department also delivered 10 two-day new employee orientations, one returning staff orientation, and targeted supervisor training to support leadership capacity at Highlands Early Learning & Child Care Centre.

All DSSAB employees completed mandatory Workplace Bullying and Harassment training, reinforcing the organization's commitment to maintaining safe and respectful workplaces. In addition, Winter Driving training was provided to applicable employees to mitigate operational and safety risks during seasonal conditions.

## Human Resources

### Performance & Development, continued:

In preparation for 2026, the performance review framework has been refreshed based on feedback from both employees and supervisors. The revised document clearly identifies core competencies expected of DSSAB employees and better supports the alignment of annual goals with professional development. Through these enhancements, the HR department continues to focus on strengthening organizational capacity and supporting a high-performing workforce.

### Labour Relations

We continue to wait for OPSEU to move forward with Pay Equity.

### WSIB Rebate Program

The Workplace Safety & Insurance Board (WSIB) recently announced a second round of surplus rebates for businesses in Ontario in 2025. The WSIB released the following information regarding the rebates:

*“We’re distributing \$2 billion to eligible Schedule 1 businesses because our insurance fund had a surplus greater than our necessary reserve due to strong operational, financial and investment management.*

*These surplus rebates recognize the important role Ontario businesses play in funding our no-fault work-related injury and illness insurance system, while continuing to protect our ability to help people who have experienced a work-related injury or illness with a safe, timely and lasting recovery and return to work today and into the future.”*

The DSSAB is receiving a rebate in the amount of \$64,837.18.

### Acknowledgment

The progress achieved this quarter reflects the professionalism and sustained commitment of the Human Resources team. Their contributions are integral to building a strong workforce, supporting a positive organizational culture, and promoting employee well-being. As we look ahead to 2026, an increased emphasis will be placed on advancing health and safety initiatives across the agency.

## Licensed Child Care Programs

### Total Children Utilizing Directly Operated Child Care in the District Nov 2025

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeeek ELCC	HCCP	Total
Infant (0-18M)	3	1	3	4	12	23
Toddler (18-30M)	6	7	10	23	26	72
Preschool (30M-4Y)	16	15	18	29	48	126
# of Active Children	25	23	31	56	86	221

Highlands ELCCC Playground work started on November 26- We had permeable pavers installed.

First Steps has 4 preschool children, who are sharing 2 spaces, as they were only in need of part time care. They also have 2 toddler children who share 1 space.

The hurdle with reaching capacity in our toddler program at Fairview is the ages of the children on the waitlist. They have an infant starting in Dec, when one of our enrolled children turns 18 months.

### School Age Programs—Nov 2025

Location	Enrollment
Mapleridge After School	26
Mapleridge Before School	10
Home Child Care	24
# of Active Children	60



### Inclusion Support Services - Nov 2025

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	0	0	0	3	0	0	0
Toddler (18-30M)	5	12	17	24	0	5	0
Preschool (30M-4Y)	11	38	49	49	0	8	0
School Age (4Y+)	1	13	14	26	0	1	21
Monthly Total	14	61	75		0	0	0
YTD Total	34	77		102	18	55	28

**EarlyON Child and Family Programs— Nov 2025**

EarlyON Child and Family Centre Reporting Month: November 2025		
Activity	Monthly Total Nov	Year to Date
Number of Child Visits	1022	10,186
Number of Unique Children served this month		81
Number of Adult Visits	703	7709
Number of Unique Adults served this month		49
Number of Professionals (New stat of July 1, 2025)	42	137
Number of Virtual Programming Events	10	84
Number of engagements Through social media	337	1,460
Number of views Through social media	14,670	201,446

Staff were fortunate to attend various training events including, Positive Parenting Training, Tilt Towards Connection, Essentials of Family Support: Contemporary Families, Supporting Children and Families with Trauma, Avoiding Burnout: Building a Practice of Self-Compassion, Program evaluation in Family Support Programs and Facilitating Partnerships with local Communities.

The Program Supervisor was invited to attend Grand Rounds with the Family Health Team to speak about the EarlyON programs as well as the support programs for new moms.

Developmental bags have been designed to handout at community events as well as the DSSAB intake offices and staff who visit families in their homes. The bags are intended to inform families who do not attend EarlyON of programming available in the District of Parry Sound as well as educational information regarding child development and parenting. The bags available are for children, birth to 18 months, 18 months to 2 years, 3 years, 4 years and school aged. Our hope is that we can support the families who do not attend or feel comfortable attending traditional child and family programs.

The Program Supervisor attended a Housing event in November and was able to share the idea behind the developmental bags with the staff who attended.

Christmas parties were held in South River and Parry Sound with a special visit from Santa. 13 adults and 13 children attended in South River, and 33 adults and 36 children attended in Parry Sound.

The District of Parry Sound Child Care Application Portal was launched on July 24, 2024. Since implementation, operators and child care service management staff have been working to "clean" the Application Portal by removing duplicates, training staff and assisting families with updating their profiles.

Data for November 2025

Number of Unique Children on the Application Portal

786

Children who Identify as Indigenous

83

Children Identifying Francophone Relatives

50

Prenatal Children

51

Unique Children

- includes children waiting for care and those who are placed in care but have applied to other child care centres/programs. (ie: currently in an infant space and have also applied for JK/SK after school program) - Or - includes all children who have completed an application for child care

Unique Children Waiting for Care

415

Waiting for Care

- This number represents the unique children who are currently applied for care. This includes children who may already be placed in a program and have applied to another. This also includes the number of children pre-registered for future care.

Year, Month

Multiple selections

Month

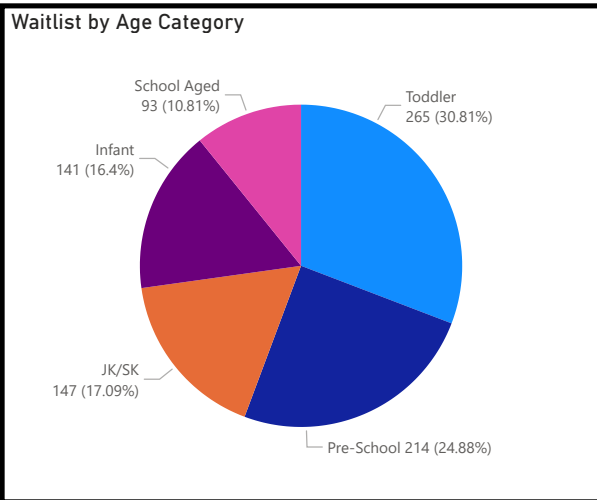
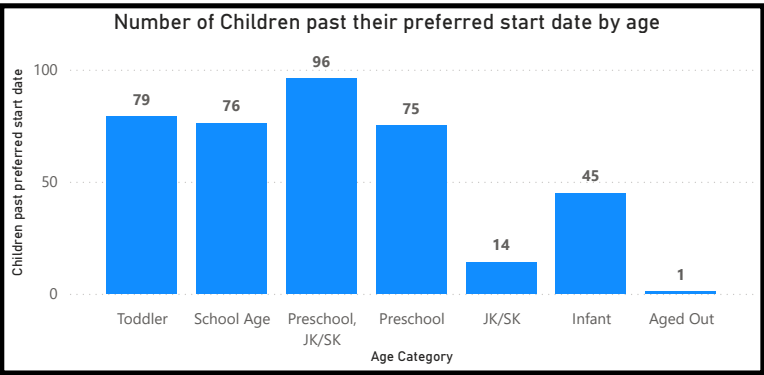
November

Additions to Application Portal

31

Total Number of Children past preferred start date (Unique)

392

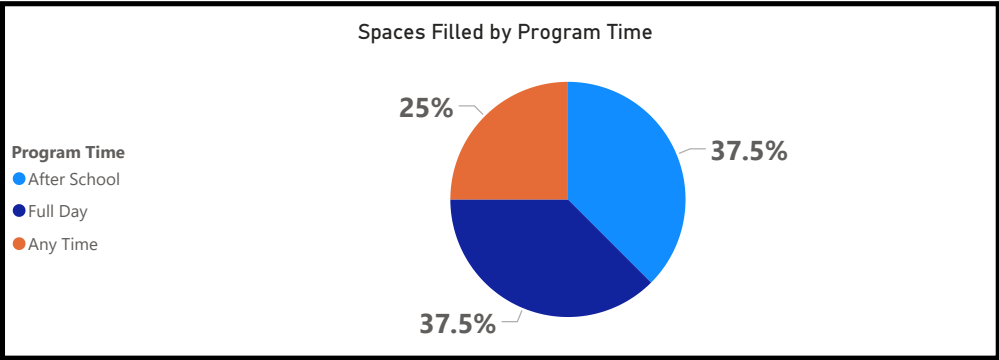
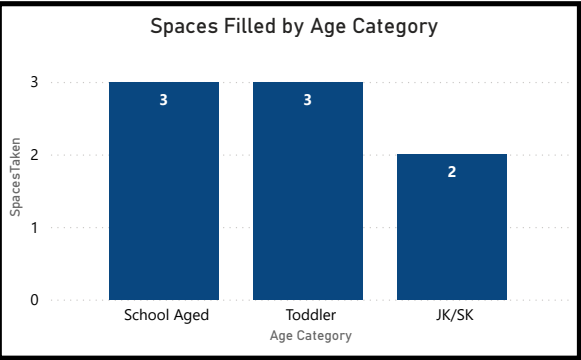


Year

2025

Month

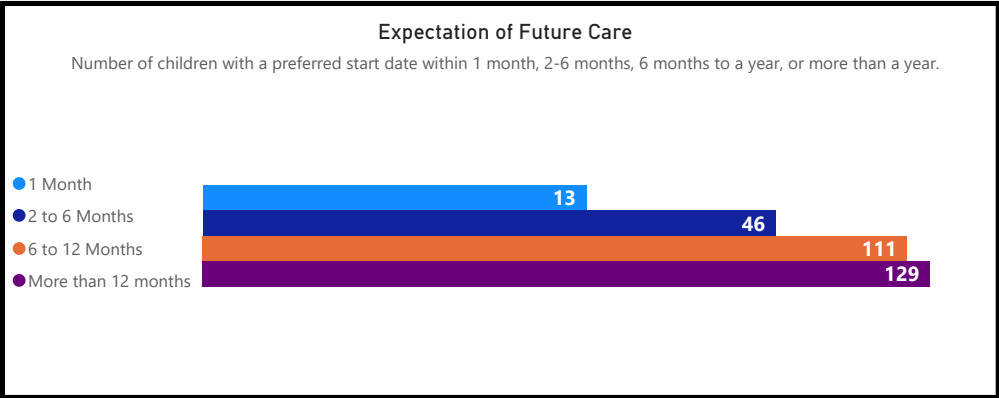
November



Children Placed	Spaces Filled
8	8

**Children Placed** - The number of unique children placed in a program.

**Spaces Filled** - The number of spaces filled by a child. A child may be placed in more than one space, ie: before school space and after school space.



## Funding Sources for District Wide Childcare Spaces - NOV 2025

<b>Funding Source - Active</b>	<b># of Children</b>	<b># of Families</b>
CWELCC*	33	32
CWELCC Full Fee	217	212
Extended Day Fee Subsidy	2	2
Fee Subsidy	16	15
Full Fee	19	18
Ontario Works	2	2
<b>Total</b>	<b>289</b>	<b>281</b>

<b>Funding Source - New</b>	<b># of Children</b>	<b># of Families</b>
CWELCC*		
CWELCC Full Fee	2	2
Extended Day Fee Subsidy		
Fee Subsidy		
Full Fee		
Ontario Works		
<b>Total</b>	<b>2</b>	<b>2</b>

<b>Exits</b>	<b># of Children</b>	<b># of Families</b>
Fee Subsidy	2	2
CWELCC Full Fee		
Extended Day Fee Subsidy		
Fee Subsidy		
Full Fee		
Ontario Works		
<b>Total</b>	<b>2</b>	<b>2</b>



## Quality Assurance—Child Care Service Management—Quarterly Update

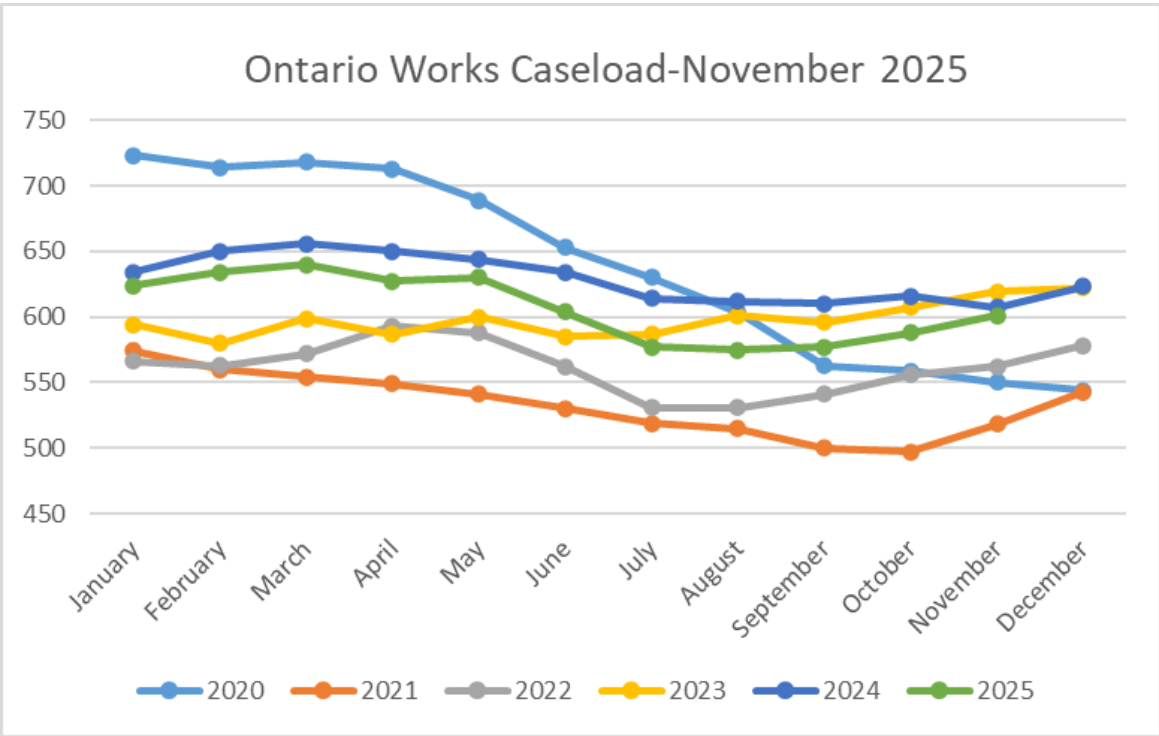
On October 24, 2025, a total of 118 Early Childhood Educators gathered at the Bobby Orr Community Centre in Parry Sound for a full-day professional learning session hosted by the Child Care Service Management team. Educators from child care programs across the District of Parry Sound came together to celebrate the importance of the work they do for children and families.

The event was facilitated by Discovery Professional Learning and offered a wide variety of learning opportunities that supported both individual and group pedagogical growth. In a time of high burnout and shifting expectations within the sector, the focus of the day was “Growing the Heart of Our Work.” Keynote speakers explored ways to cultivate passionate, pedagogical, and playful cultures within early learning environments. Throughout the day, educators were encouraged to reflect on and reconnect with their “why,” using meaningful reflection to strengthen their work with children and families.

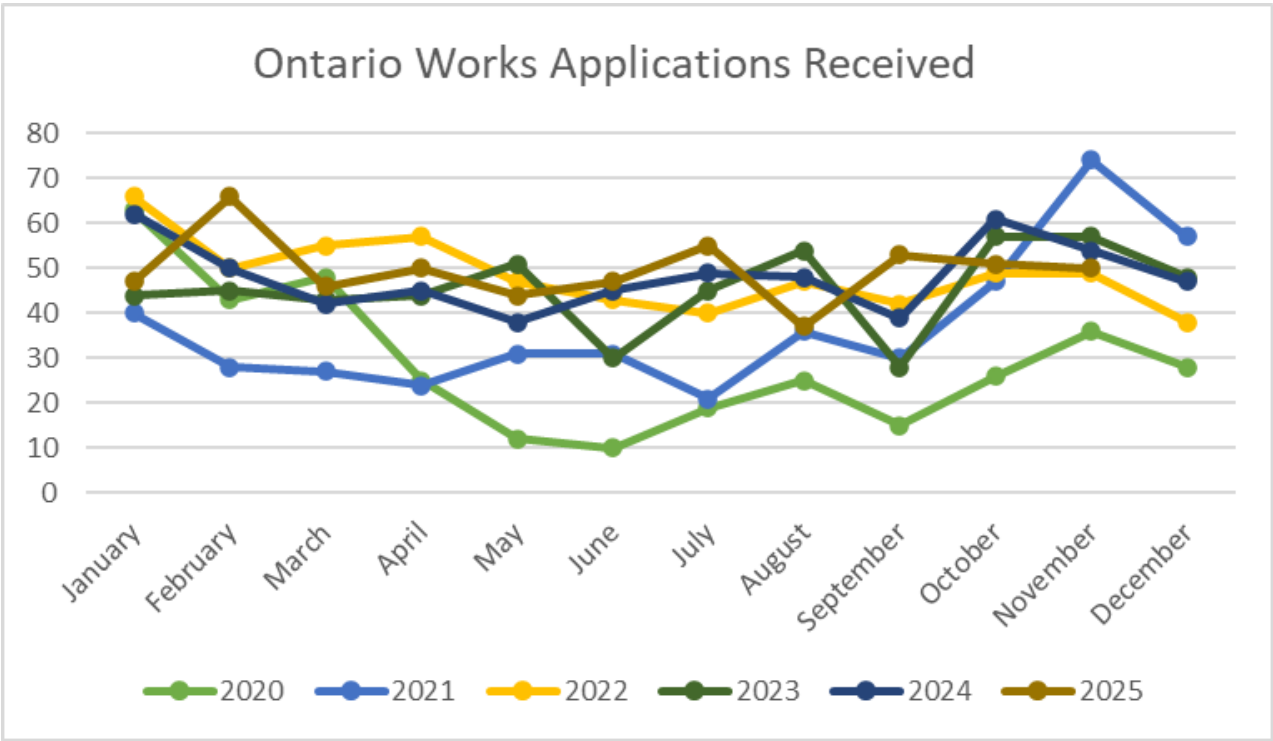
In addition to the keynote sessions, the day included prize draws, a playful Kahoot activity, opportunities for singing and dancing, and valuable time for networking with peers. Prior to lunch, educators were honoured to observe a drumming circle performed by the Nibi-Kwe-Wug drummers, offering a powerful moment of connection and reflection for the group.

Alongside the focus on meaningful professional learning, there was an emphasis on the importance of self-care. All educators received gift bags in recognition of the value of their work and the vital role they play in supporting children’s growth and development.

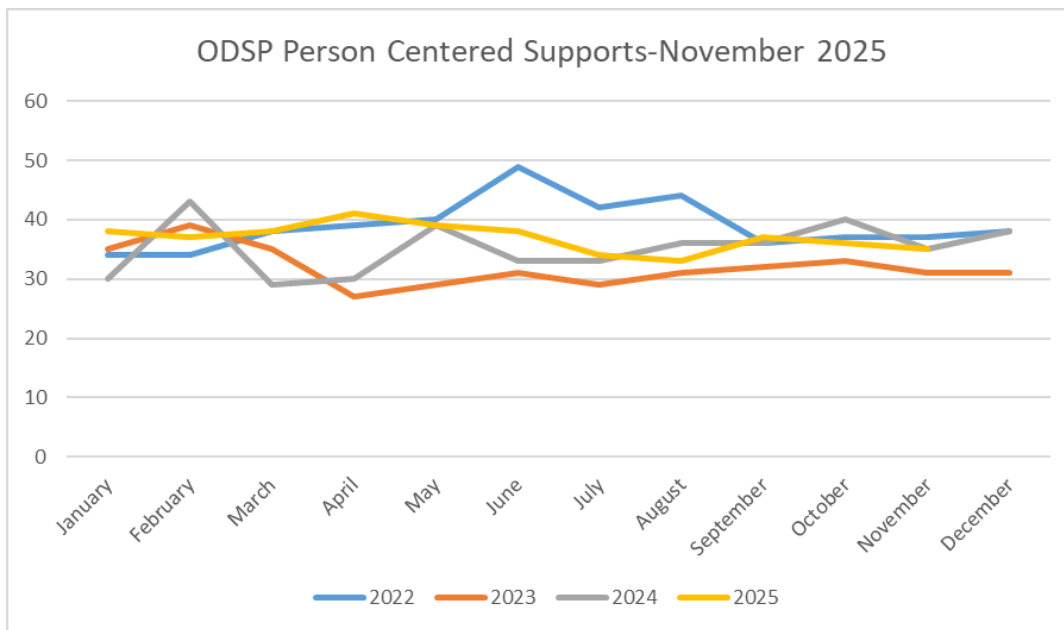




**Ontario Works Intake - Social Assistance Digital Application (SADA) & Local Office  
Ontario Works Applications Received**



## ODSP Participants in Ontario Works Employment Assistance



The OW Caseload continues to hold steady at **601** cases. We are providing **35** ODSP participants Person-Centred Supports. We also have **58** Temporary Care Assistance cases. **50** applications were received through the province's Ontario Works Intake Unit (OWIU).

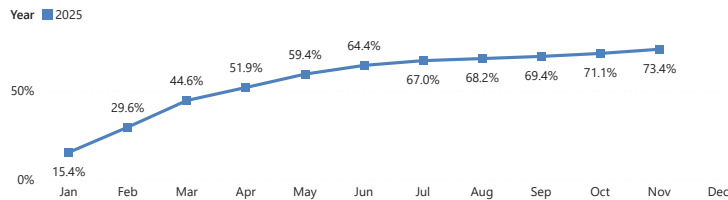
## Ontario Works (OW) Performance Measures

On March 1st, 2025, as part of the province's Employment Services Transformation, we officially entered Integrated Employment Services model (IES) along with our Northeast DSSAB partners with our new Service System Manager College Boreal. This means that employment assistance for Social Assistance recipients now moves under the Employment Ontario umbrella. We are responsible for providing Person Centered Supports to SA Recipients in 4 Support Pillars.

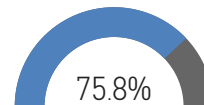
- Crisis & Safety-homelessness, personal safety
- Health-medical, mental health counselling, addiction treatment
- Life Skills-Literacy and Basic Skills such as budgeting, time management
- Community Supports-Housing, transportation and legal support

\*NDA-Non-Disabled Adult

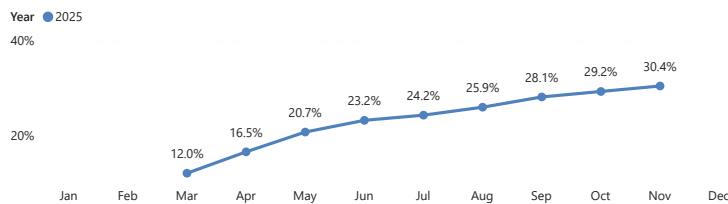
**Percentage of OW + NDA Members with mandatory participation requirements that have created a Social Assistance Action Plan (Cumulative Year-to-Date)\***



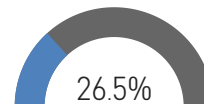
**Provincial Value for Latest Month in Selected Range**



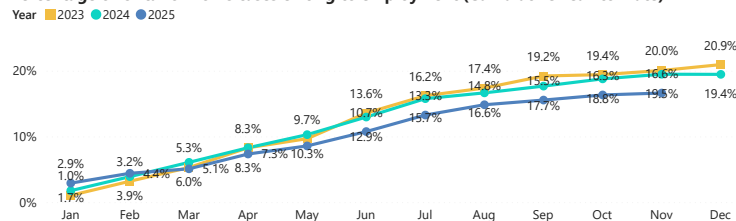
**Percentage of OW + NDA Members with mandatory participation requirements that are referred to EO (Cumulative Year-to-Date)**



**Provincial Value for Latest Month in Selected Range**



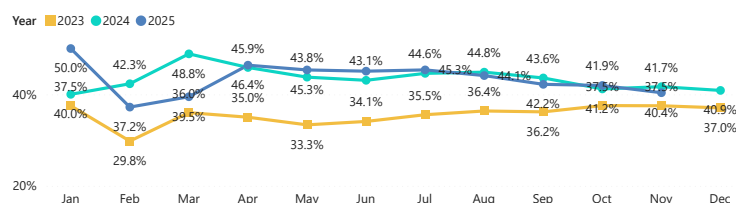
**Percentage of Ontario Works cases exiting to employment (Cumulative Year-to-Date)**



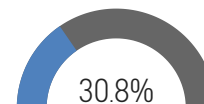
**Provincial Value for Latest Month in Selected Range**



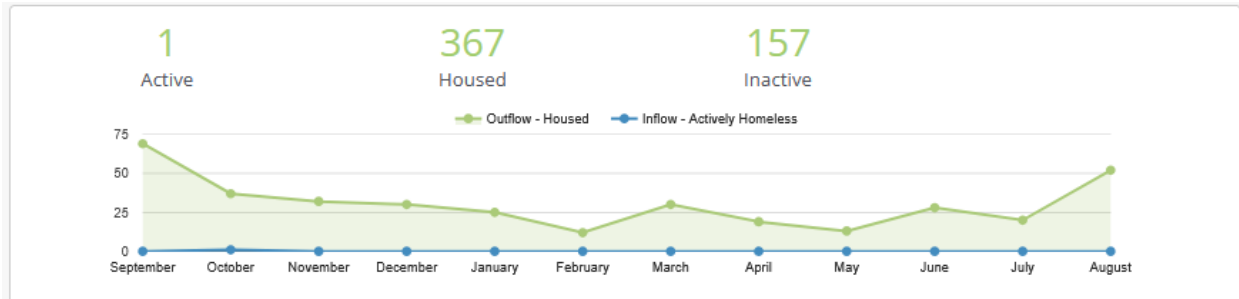
**Percentage of Ontario Works cases who exit the program and return within one year (Cumulative Year-to-Date)**



**Provincial Value for Latest Month in Selected Range**



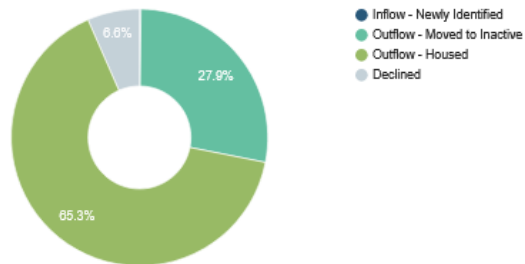
The By Name List is real-time list of all known people who are experiencing homelessness in our community that are willing to participate in being on the list and connecting with our agency for ongoing support to maintain affordable and sustainable housing. The individuals who are connected to this program are provided Intense Case Management supports with the foundations from Coordinated Access.



#### BNL INFLOW & OUTFLOW

[Print](#)

Type	Clients
Inflow - Newly Identified	1
Inflow - Returned from Housing	0
Inflow - Returned from Inactive	0
Outflow - Moved to Inactive	157
Outflow - Housed	367
Declined	37



#### ACTIVE CLIENTS BY HOMELESS PRIORITY

[Print](#)

Type	Clients
Chronic	0
Approaching Chronic	0
Temporary	1
N/A	0

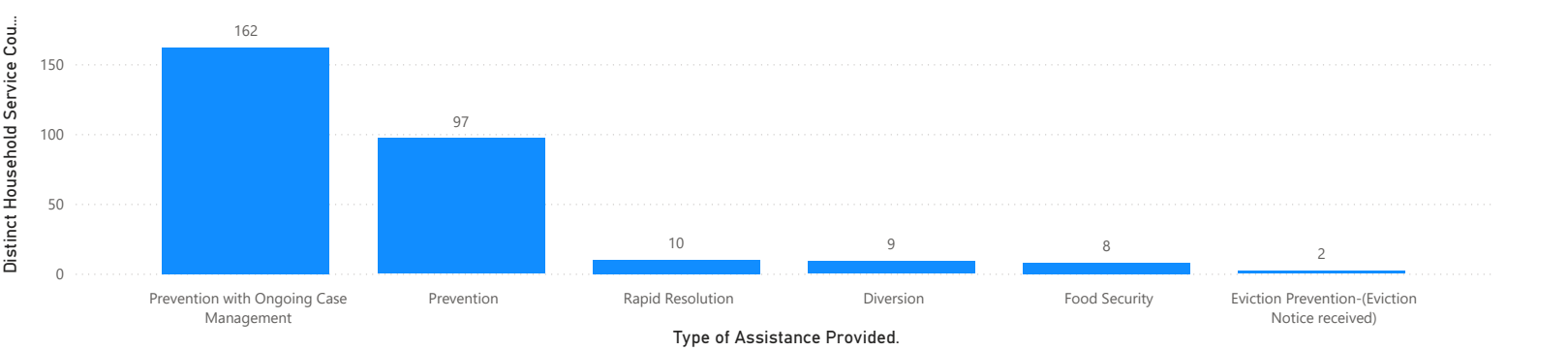


Month

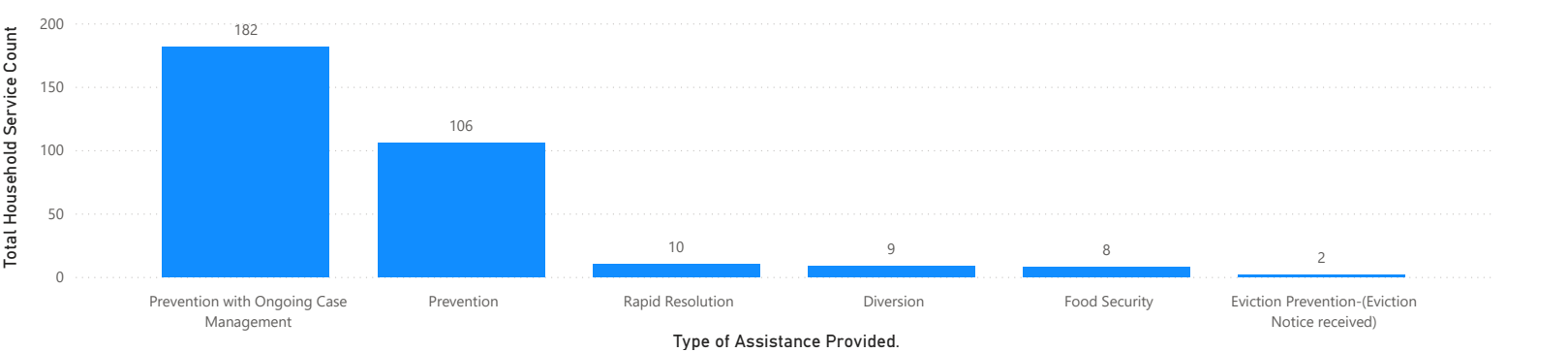
Multiple selections

▼

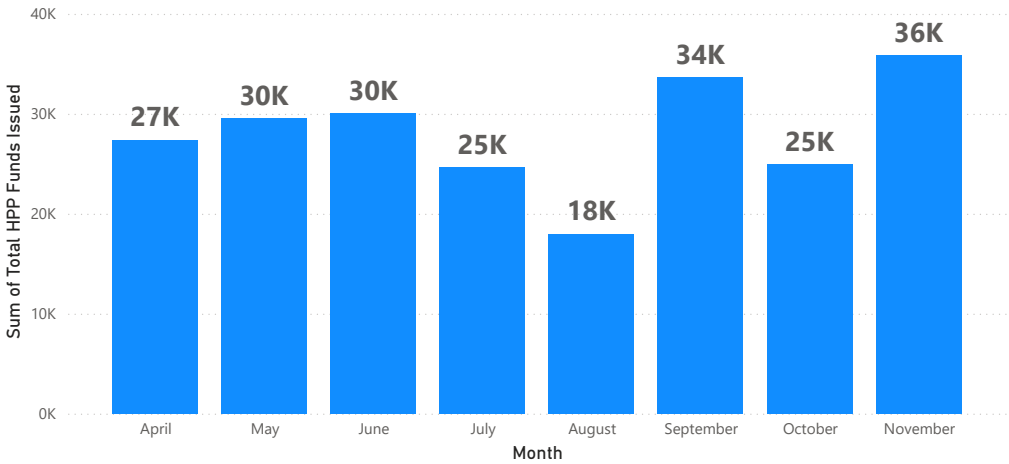
Distinct Household Service Count by Type of Assistance Provided.



Total Household Service Count by Type of Assistance Provided.



Total HPP Funds Issued by Month



Type of Assistance-HPP

All

Month

Multiple selections

\$224,154.57

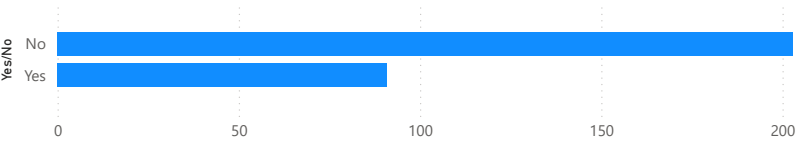
Sum of Total HPP Funds Issued

Provincial Priority Groups	Unique Households Served
Chronic Homelessness	17
Indigenous	10
Transitioning from Provincial Institution	1
Youth aged 16-25	15
Total	43

Income Source	Unique Households Served	Sum of Total HPP Funds Issued
OW	105	93,595.36
ODSP	93	84,583.95
Low Income Senior	30	27,271.40
Low Income	27	18,703.86
Total	248	224,154.57

Housing Status	Unique Households Served
At Risk of Homelessness	215
Experiencing Homelessness (and not currently on BNL)	19
On BNL	19
Total	248

Has the client been issued HPP in the past?



Type of Assistance Provided.	Low Income	Low Income Senior	ODSP	OW	Total
Prevention with Ongoing Case Management	8	11	47	98	162
Prevention	15	20	52	11	97
Rapid Resolution	1	2	2	5	10
Diversion	4		1	4	9
Food Security	1		1	6	8
Eviction Prevention-(Eviction Notice received)	1		1		2
Total	30	33	104	123	287

Month

Multiple selections

▼

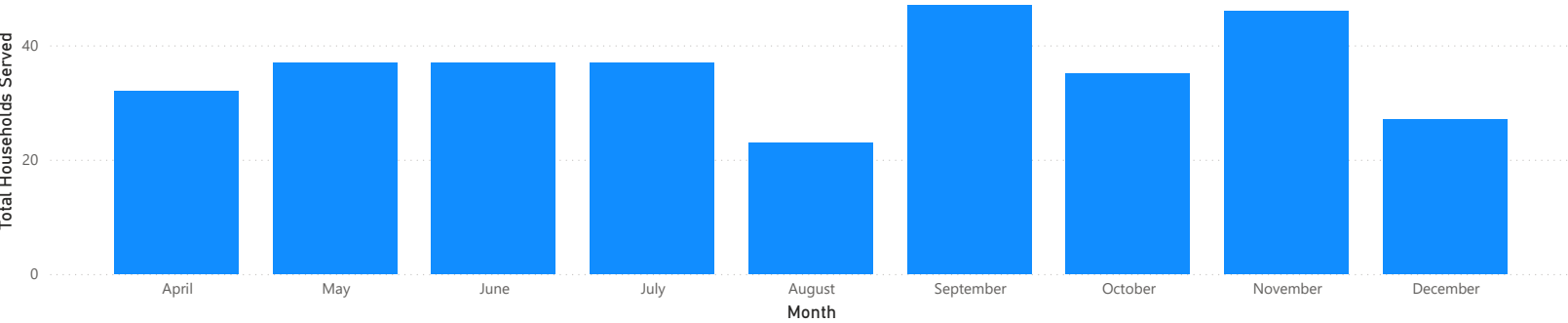
248

Unique Households Served

294

Total Households Served

Total Households Supported through HPP by Month-All





## Income Support & Stability Update (Oct-Dec 2025)

### Stay or Go Training

In October, our program partnered with our VAWCC to host Stay or Go Training, of which our staff attended along with community partners. It is a transformative, trauma-informed training crafted by the Aboriginal Shelters of Ontario (ASOO). Delivered in partnership with ASOO and facilitated by Timmins & Area Women in Crisis (TAWC), this immersive experience helped participants step into the 'moccasins' of those navigating complex barriers and lived realities. Through profound scenarios, the participants gained empathy, practical tools, and a deeper understanding of the systemic barriers survivors face. Rooted in Indigenous history and culture, Stay or Go is a journey of reconciliation, understanding, and mutual respect, providing insight into the challenges individuals face in seeking safety and stability.

### CAEH National Conference

In October the Canadian Alliance to End Homelessness hosted their 12<sup>th</sup> annual National Conference in Montreal which was attend by Director and the Supervisors. This conference is a chance for communities, organizations, front-line workers, advocates, leaders, and people with lived and living experience to learn from one another, find inspiration, and walk away with actionable tools to strengthen their work to end homelessness. There were nearly 2500 attendees at this year's event. Over the three-day conference sessions, we received additional education on bridging the gap between crisis responses, and long-term solutions addressing homelessness. Practical and inspiring stories and ideas are in the process of being implemented into our programming.

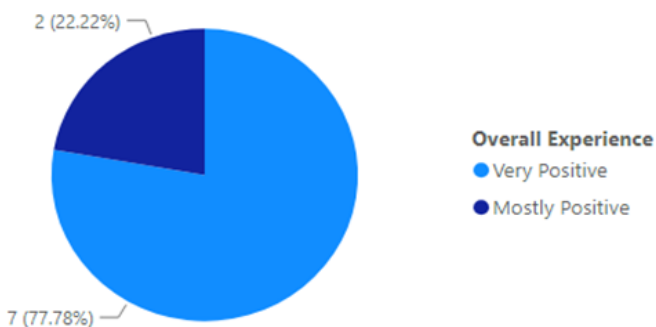


Pictured above: The team with Keynote Speaker Steven Page, formerly of the Barenaked Ladies

### Transitional Housing Program

Our Transitional Housing program is continuing to get results. Participants in the program are being supported with intensive housing case management supports through referrals to community partners and case coordination and navigation. The participants who have graduated from the program remain housed, include many that have been housed for 6+ months.

#### Transitional Housing Program-Overall Experience

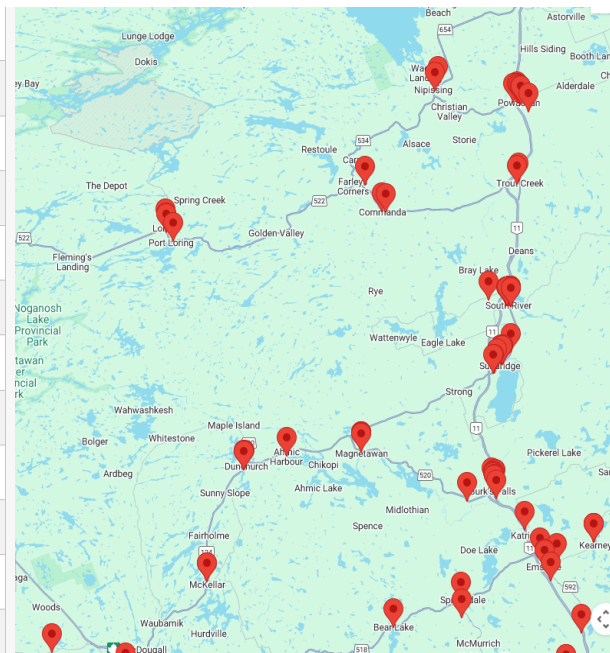


# Income Support & Stability Update (Oct-Dec 2025)...continued

## Case Management System Updates

The program made some changes to our internal Case Management System- FIIT designed by Clark Communications. The changes aligned with the recent program changes for data collection and By Name List triaging and reporting. These changes allow staff to move between tabs with minimal clicking and increased the accuracy of consistent collection. Fields were added to support staff with asking clients additional questions that supports strong case management. We have also entered into a data sharing agreement with 211 to include a data feed to match clients to appropriate life stabilization supports and track it in their client file.

Advocacy Centre for the Elderly	Outside Region	Community Supports	Active	16/10/2025
Advocacy Centre for the Elderly	Outside Region	Community Supports	Active	16/10/2025
Advocis - Simcoe-Muskoka Chapter	Outside Region	Life Skills	Active	16/10/2025
Affiliated Services for Children and Youth - Blind Low Vision Early Intervention Program	Outside Region	Community Supports	Active	16/10/2025
Affiliated Services for Children and Youth - Blind Low Vision Early Intervention Program	Outside Region	Community Supports	Active	16/10/2025
AgeCare Glen Oaks - Long Term Care Residence	Outside Region	Crisis and Safety	Active	16/10/2025
Agilec - Ontario Employment Services Burk's Falls - Integrated Employment Services	Burk's Falls	Community Supports, Life Skills	Active	16/10/2025
Agricorp	Outside Region	Life Skills	Active	16/10/2025
Agriculture Wellness Ontario - Brant, Haldimand & Norfolk - Mental Health Education, Counselling and Support	Outside Region	Crisis and Safety	Active	16/10/2025
Agriculture Wellness Ontario - Farmer Wellness Initiative Helpline	Outside Region	Crisis and Safety	Active	16/10/2025
Agriculture Wellness Ontario - Guardian Network (The) - Suicide Prevention Program	Outside Region	Crisis and Safety	Active	16/10/2025
Agriculture Wellness Ontario - In the Know	Outside Region	Crisis and Safety	Active	16/10/2025



## Pathways to Employment Project

In December some of the Integrated System Navigators participated in a focus group with consultants selected by College Boreal for what is called Pathways to Employment Project. This project aims to explore new opportunities to design and test programs that can improve job readiness outcomes for Ontario Works clients facing persistent barriers or challenges. We are grateful that our staff can provide their expertise to these initiatives. The next part of the project is supporting the completion surveys by OW participants to help build the knowledge base for upcoming programming. With the ability doing these surveys digitally, the ISNs can support the completion of these surveys with clients while completing outreach and in person appointments.

## OMSSA Policy Conference (Dec 3-4, 2025)

The Director of Income Support and Stability attended the Policy Conference held by OMSSA in Toronto December 3-4, 2025. This opportunity provided human service leaders and policy experts to work together with provincial leaders, stakeholder organizations and other subject matter experts with the goal of discussing policy priorities into 2026 and beyond. Sessions attended included Data Analysis, the Employment Services System Transformation and Shifting Narratives.

## Housing Programs Update

### Social Housing Centralized Waitlist Report November 2025

	East Parry Sound	West Parry Sound	Total
Seniors	57	140	197
Families	180	508	688
Individuals	572	177	749
Total	809	825	1634
Total Waitlist Unduplicated			448



SPP = Special Priority Applicant

### Social Housing Centralized Waitlist (CWL) 2024 - 2025 Comparison Applications and Households Housing from the CWL

Month 2024	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2025	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	3		2	1		Jan	9	0	0	2	
Feb	5		11	1		Feb	8	0	2	3	
Mar	7		3	3		Mar	9	1	4	1	
Apr	10	1	7			Apr	6	1	10		
May	4	1	5	1		May	11		1	2	
June	1		15	3		June	12	2	1	2	
July	9	1	19			July	14			2	1
Aug	9	1	21			Aug	9	1	1	2	1
Sept	6		16	2		Sept	7	4	1	2	2
Oct	6		9	4		Oct	8		1	1	
Nov	10	1	17	3		Nov	1	1	1		
Dec	11		6	3	2	Dec					
Total	81	5	131	21	2	Total	94	10	22	17	4

## Housing Programs Fourth Quarter Report (Oct—Dec 2025)

Housing Programs entered the final quarter of the year with positive developments: the Canada-Ontario Housing Benefit (COHB) allocation was received from the province. The COHB is a provincial initiative that provides portable monthly rental assistance to support low-income renters in accessing private market housing.

This quarter, Housing Programs assisted twelve households and anticipates supporting additional households in the coming year. Two eligible households with Special Priority Policy (SPP) status on the Rent Geared to Income waitlist were able to remain on the list while securing safe and affordable housing through COHB. The Housing Services Act's Special Priority Policy is intended to enable individuals fleeing domestic abuse or human trafficking to obtain affordable housing expeditiously. This year's changes to eligibility now allow those with SPP status to retain their position on the waitlist while receiving COHB funding.

In 2025, there was an increase in Special Priority applications, resulting in just over ten approved applications. Housing was offered to seven applicants, five of whom accepted; two declined as they had secured affordable housing in other districts.

Rent Geared to Income applications also increased this year, with total approved applications just under one hundred. Twenty-three additional applications were incomplete or ineligible. Sixty affordable housing applications were received, nearly half of which were incomplete or ineligible. The team actively collaborates with applicants to ensure all necessary documentation is submitted for eligibility determination.

Another year of funding from the Ministry of Municipal Affairs and Housing—through the Canada-Ontario Community Housing Initiative (COCHI) and Ontario Priorities Housing Initiative (OPHI)—planning began for projects scheduled in 2026. In 2025, all four district non-profit housing providers received funding. Completed work included improvements to driveways, walkways, parking areas, as well as new windows, roofing, and shingle replacements.

In December Housing Programs hired VINK Consultants to assist with the completion of DSSAB's Housing and Homelessness Plan. The direction to have plan updated, and completed by Mat 29<sup>th</sup>, 2026, comes from the Hon. Robert Flack, Minister of Municipal Affairs and Housing. Through this process, VINK will be hosting public forums, interviews with key community partners, individuals with lived experience along with staff and DSSAB Board Members. Along with the update to the Housing and Homelessness Plan, VINK will also be completing a Housing Needs Assessment across the district. VINK will be actively initiating both projects January 2026.

Two events were planned to recognize National Housing Day in November, one in Parry Sound and another in South River. The Parry Sound event was well-attended by community partners, facilitating valuable information exchange among agencies. Unfortunately, inclement weather resulted in the cancellation of the South River event, but there is optimism about rescheduling and continued collaboration with community partners in the future.



## HOUSING OPERATIONS AND SERVICE MANAGEMENT

### Fourth Quarter Report with November 2025 Statistical Information

#### Activity for Tenant Services

	Current	YTD
Move outs	2	20
Move in (centralized waitlist along with internal transfers)	2	32
L1/L2 hearings	0	13
N4 Delivered to tenant or filed with the LTB– Notice of eviction for non-payment of rent	1	7
N5 Filed with the LTB– notice of eviction disturbing the quiet enjoyment of the other occupants	2	18
N6 Filed with the LTB –notice of eviction for illegal acts or misrepresenting income for RGI housing	0	1
N7 Filed with the LTB – notice of eviction for willful damage to unit	0	1
Repayment agreements NEW (formal & informal)	1	18
No Trespass Order	1	1
Mediation/Negotiation/Referrals	16	222
Tenant Home Visits/Wellness checks	43	434
Tenant Engagements/Education	7	28



## Tenant Services Fourth Quarter Report (Oct—Dec 2025)

Four staff from the Tenant Services Program attended this years Ontario Non-Profit Housing Association (ONPHA) Conference, October 30<sup>th</sup> to November 1<sup>st</sup>, 2025: *Housing at the Heart*. Staff participated in a variety of sessions from *Modernizing Rent and Leases*, *Getting Housing Built*, *Adapting Community Housing to Extreme Heat*, *Unpacking Policy Shifts and Power Moves for a Thriving Sector*, to *Funding the Future, Built to Belong: Innovations in Supportive Housing*. Staff also had the opportunity to participate in a panel discussion with the Mayor of Parry Sound on the panel. The panel discussion was focussed on “*What can we do with \$38 billion? Leveraging strengths for systems change.*” Mayor McGarvey spoke on how rural communities work together to accomplish more.

During the holiday season, Tenant Services organized events in the apartment buildings to bring people together to foster community and connection among tenants. Also, the Tenant Services team distributed toys, winter boots, and goodie bags to families.

The West side family units were included in the EMS toy drive, therefore 13 families benefitted from toys and winter boots donated by the community and distributed by the local EMS team!



We utilized the Sheriff as directed by the Landlord Tenant Board - eviction enforcement office to carry out 1 eviction in a unit that had been abandoned by the previous tenants. This unit is now being prepared for occupancy for a new family from the Centralized Wait List. Additionally, an agreement-to-leave order has been executed in another unit, which is likewise undergoing readiness for new tenancy. In one other case, a stay order was granted regarding an eviction, requiring the Landlord and Tenant Board to halt enforcement actions: allowing tenants an additional opportunity for a hearing scheduled for early January. We anticipate that, following this process, we will be able to recover the unit for allocation to another waiting family.

Tenant Services views the eviction process as a last resort and remains focused on prevention practices such as working with tenants to resolve issues like arrears through a repayment agreement or connecting tenants with the appropriate support. A “stay” can be granted by the Landlord Tenant Board (LTB) if the LTB feels there are extenuating circumstances that should be heard during an additional hearing. It remains a balancing act between eviction and prevention. As acting landlord in Tenant Services, there must be serious consideration made to the reasonable enjoyment of the other tenants, their safety along with the protection of the asset. In 2025 there were only 2 LTB ordered evictions, as many concerns were mediated by the Tenant Services staff.

## Property Maintenance Fourth Quarter Report (Oct—Dec 2025)

With winter approaching, the maintenance team has been working closely with our snow removal contractors to ensure services are meeting expectations across all properties. This includes proactively addressing tenant concerns and conducting daily monitoring of site conditions.

CRWs and FMTs have also been collaborating with our HVAC contractors as we enter the heating season. This work has included preventative maintenance on all systems, as well as entering gas-heated units to assess system performance and overall equipment condition.

Routine inspections have continued as scheduled. In addition, we have begun working more closely with Fire Prevention Officers in each township. This collaboration includes comprehensive inspections of all units and buildings, as well as the completion of required fire drills with full tenant participation. These efforts ensure ongoing compliance with fire codes and reinforce the maintenance teams' preparedness and response procedures in the event of an emergency.

### November 2025

Pest Control		Monthly pest control inspections were completed at 7 buildings. 42 units were inspected. Of the 42 units, 2 units required treatment.
Vacant Units	5	4 one-bedroom, 1- multiple bedrooms (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	1	1 market unit
After Hours Calls	18	monitoring station offline, Bell requiring access, heater repairs required, hot water tank replacement required, toilet not flushing, water leak, partial power outage in unit, toilet seat broken
Work Orders	82	Work orders are created for our staff to complete routine maintenance repairs for all DSSAB/LHC Buildings
Purchase Orders	175	Purchase Orders are for services, and materials required outside of the Housing Operations Department scope of work for the LHC properties
Fire Inspections	8	Annual fire inspection completed and continue
Annual Inspections	0	Annual inspections continue across the district
Inspections (other)	71	Housing keeping, Fire Prevention Officer follow up, and preconstruction/postconstruction
Incident Reports	0	

## Capital Projects Fourth Quarter Report (Oct—Dec 2025)

This quarterly report provides an overview of capital project activities undertaken between October and December 2025. The period focused on year-end project closeout, completion of deferred works from earlier in the construction season, and site stabilization ahead of winter conditions. The following sections summarize key areas of activity, accomplishments, and transition items moving into 2026.

### Hazardous Material Remediation and Water Damage Repairs

Throughout the fourth quarter, hazardous material abatement and associated reinstatement work continued across multiple units. Several projects initiated earlier in the year progressed through clearance, reconstruction, and tenant re-occupancy during this period. Additional attic and interior remediation projects advanced where contractor availability and environmental clearance permitted. All completed work followed required inspection and clearance protocols. Remaining remediation projects were stabilized and scheduled for continuation in early 2026.

### Plumbing, HVAC, and Duct Maintenance

Plumbing and mechanical-related capital works progressed through late fall. Backflow prevention installations and water system upgrades were completed where scheduling allowed, with remaining items deferred due to seasonal or coordination constraints. Emergency boiler replacements were completed to address critical system failures and maintain uninterrupted heating and building operations. Duct insulation upgrades at a community facility were completed, improving system efficiency and performance, and several end-of-life HVAC units were replaced to enhance reliability and support long-term asset sustainability. HVAC-related investigations and corrective works were also advanced to support ongoing building performance and prepare for future capital planning. Mechanical systems were monitored closely through the onset of winter conditions.

### Doors, Siding, Painting, and Cosmetic Upgrades

Exterior and interior building envelope improvements advanced during the quarter. Door installations, siding replacements, and select painting projects reached completion prior to winter shutdown. Remaining cosmetic upgrades were secured or deferred appropriately to ensure building protection through winter months. These improvements continue to enhance durability, appearance, and long-term asset performance.

### Generator and Electrical Work

Electrical upgrades progressed steadily through the quarter. Generator-related projects advanced, including final coordination, inspections, and preparatory work for outstanding components. A generator was installed at a daycare facility. Electrical panel upgrades and related life-safety improvements completed earlier in the year remained fully operational. Planning and procurement activities continued for larger electrical projects transitioning into 2026.



## Capital Projects Fourth Quarter Report (Oct—Dec 2025)...continued

### Roofing and Eavestrough Projects

Roofing and eavestrough projects initiated earlier in the construction season were substantially completed by late fall. Final inspections and closeout activities occurred where conditions permitted. Projects impacted by weather or scheduling limitations were appropriately winterized and deferred to the next construction season. Budget considerations for future roofing phases continue to be monitored.

### Structural Repairs, Infrastructure and Foundation Assessments

Structural and foundation-related projects advanced through phased repairs and ongoing monitoring. Smaller repairs reached completion during the quarter, while larger or more complex structural works continued under active management. Environmental and engineering assessments supported informed decision-making for both current construction and future capital prioritization.

### Security Enhancements

Security upgrades implemented earlier in the year remained in place and operational throughout the quarter. Access control systems, rekeying initiatives, and door improvements continue to support tenant safety and building security. No new security risks were identified during this reporting period.

### Consulting and Engineering Contracts

Consultant-led projects remained active through year-end. Engineering reviews, environmental reporting, and construction oversight continued in support of both active projects and upcoming capital planning. Consultant findings are informing scope development, cost forecasting, and sequencing for the 2026 capital program.

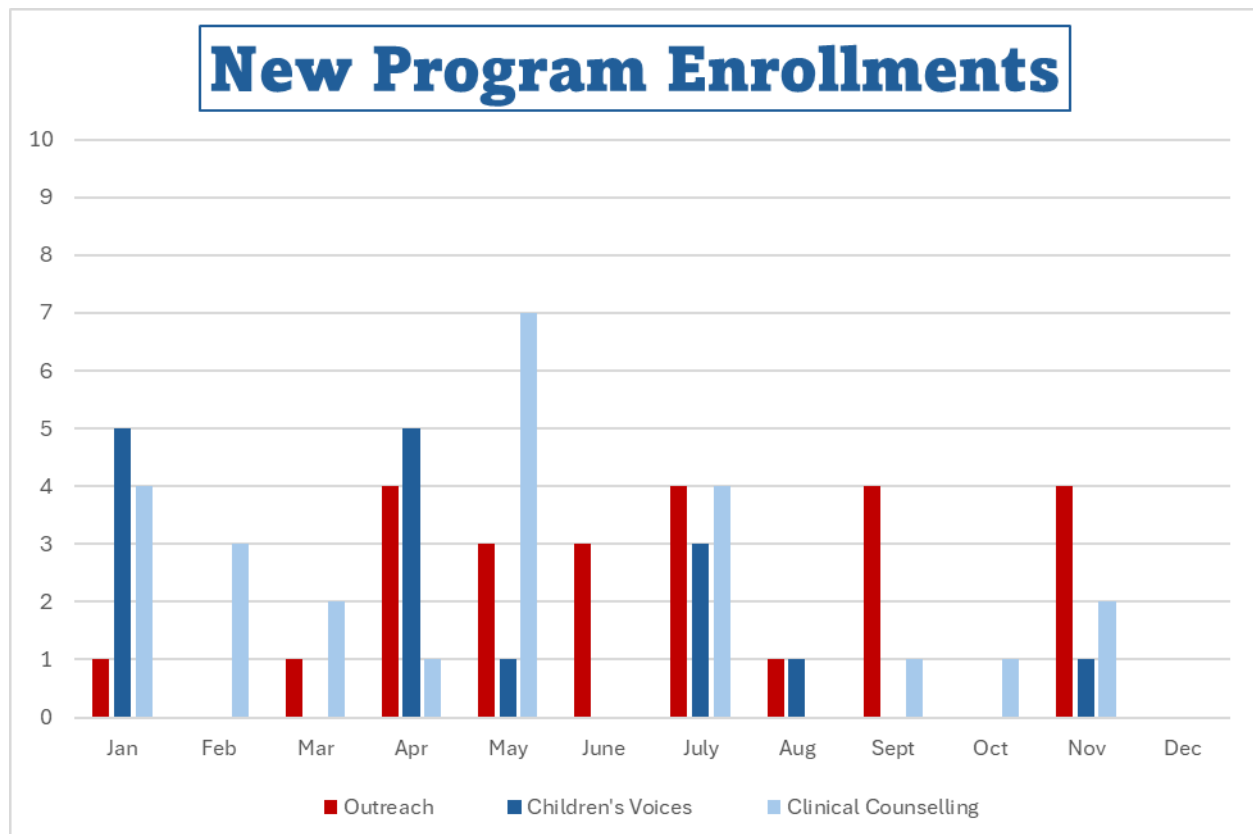
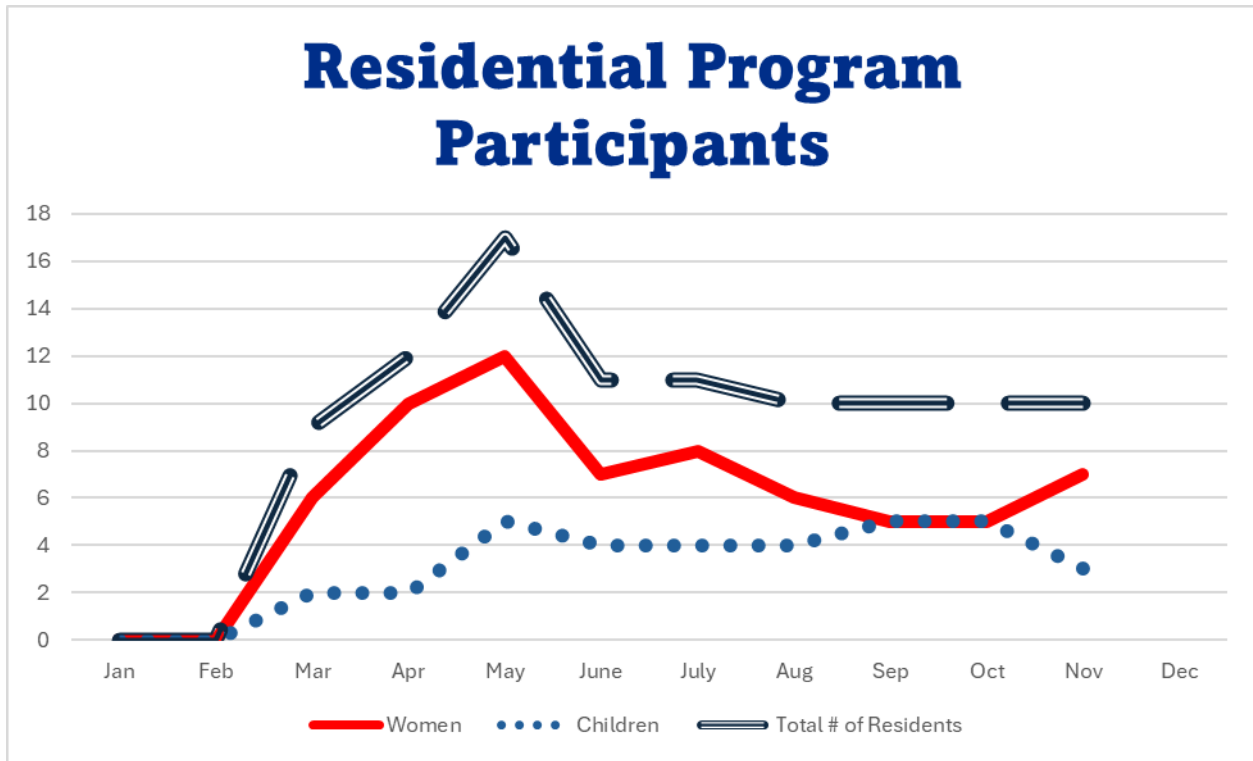
### Completion Highlights (October to December 2025)

During the fourth quarter, several projects reached completion or substantial completion, including unit remediations, exterior envelope improvements, electrical upgrades, and supporting infrastructure works. These efforts contributed to improved safety, functionality, and asset condition across the portfolio. Projects not finalized by year-end were stabilized and formally transitioned into the 2026 work plan.

Overall, the fourth quarter of 2025 marked a successful close to the construction season, with strong progress achieved across remediation, infrastructure, and building envelope initiatives. Year-end efforts focused on completing priority projects, managing seasonal risks, and preparing remaining works for continuation in 2026. The upcoming quarter will emphasize restarting deferred construction, advancing approved capital projects, and aligning delivery with the 2026 capital budget and planning cycle.

## Esprit Place Family Resource Centre

Update—Nov 2025



## Social Media Stats

<b>Facebook –District of Parry Sound Social Services Administration</b>	<b>JULY 2025</b>	<b>AUG 2025</b>	<b>SEPT 2025</b>	<b>OCT 2025</b>	<b>NOV 2025</b>	<b>DEC 2025</b>
Total Page Followers	749	770	780	786	791	797
Post Reach this Period (# of people who saw post)	11,941	5,904	33,114	18,590	23,572	5332
Post Engagement this Period (# of reactions, comments, shares)	75	37	211	138	178	132

<b>Facebook -Esprit Place Family Resource Centre</b>	<b>JULY 2025</b>	<b>AUG 2025</b>	<b>SEPT 2025</b>	<b>OCT 2025</b>	<b>NOV 2025</b>	<b>DEC 2025</b>
Total Page Followers	225	229	229	229	248	249
Post Reach this Period (# of people who saw post)	815	1,314	424	313	17,684	2136
Post Engagement this Period (# of reactions, comments, shares)	0	27	2	3	189	34

<b>DSSAB LinkedIn Stats</b> <a href="https://bit.ly/2YyFHlE">https://bit.ly/2YyFHlE</a>	<b>JULY 2025</b>	<b>AUG 2025</b>	<b>SEPT 2025</b>	<b>OCT 2025</b>	<b>NOV 2025</b>	<b>DEC 2025</b>
Total Followers	551	558	561	561	579	585
Search Appearances (in last 7 days)	205	132	122	113	170	147
Total Page Views	35	22	26	27	77	23
Post Impressions	660	715	235	1092	2,953	1124
Total Unique Visitors	20	12	14	15	29	16

<b>Instagram - Esprit Place Family Resource Centre</b> <a href="https://www.instagram.com/espritplace/">https://www.instagram.com/espritplace/</a>	<b>JULY 2025</b>	<b>AUG 2025</b>	<b>SEPT 2025</b>	<b>OCT 2025</b>	<b>NOV 2025</b>	<b>DEC 2025</b>
Total Followers	105	107	109	112	115	115
# of accumulated posts	65	66	67	69	81	81



## STAFF REPORT

To: Council  
From: Clerk, A. Quinn  
Re: 2026 Budget Meeting

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### **RECOMMENDATION:**

That this memo regarding the first 2026 budget meeting date be received; and that Council set the date for the first special budget meeting on Wednesday, February 25, 2026, at 6:30pm in Council Chambers.

### **ANALYSIS:**

In order to allow time for notice to be issued, staff are suggesting Wednesday, February 25, 2026, for the first budget meeting date and that the date for the second special budget meeting be determined during the first meeting.

## STAFF REPORT

To: Council  
From: Manager of Operations – Trevor Keefe  
Re: Recycling Services – Clarification of Municipal Responsibilities

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### Background

Under Ontario's Extended Producer Responsibility framework, recycling collection is no longer a municipal service. Eligible residential recycling is now fully funded and managed by producers through Circular Materials.

Industrial, commercial, and institutional (IC&I) properties are not included in the provincial program and are expected to arrange and pay for their own recycling services.

### Analysis

Municipalities no longer provide or fund residential recycling services and do not control eligibility or service levels under the Circular Materials program.

IC&I properties are not included in the provincial framework and are not intended to be municipally funded.

Surrounding municipalities have aligned their practices with provincial direction and do not provide or fund recycling services for IC&I properties.

Circular Materials has confirmed that recycling depots (Proudfoot depot) are not part of the mandated residential system, as eligible users already receive curbside collection.

Any depot maintained by the Municipality is considered a convenience service, is not provincially funded, and is provided solely at municipal discretion.

### Financial Context

The 2025 operating budget for recycling totaled \$146,400, covering curbside collection and depot operations. IC&I pickup fees range from \$50-\$300 per pickup. The provincial transition to producer responsibility is intended to eliminate this municipal cost, aside from recycling services required for municipal facilities.

### Recommendation

That Council direct staff to confirm that the Municipality does not provide or fund recycling services for industrial, commercial, or institutional (IC&I) properties;

That commercial users be advised that they are responsible for arranging and paying for their own recycling services; and

That the existing landfill recycling depot be maintained as a temporary convenience measure for a transition period of three (3) months, recognizing that it is not required or funded under the Circular Materials program. After a duration of three (3) months, an update will be presented to council, including the cost of operating the depot.



# STAFF REPORT

To: Council  
From: Manager of Operations – Trevor Keefe  
Re: Empty Alcohol Containers with Deposit – Municipal Practices Update

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## **Purpose**

To provide Council with an update on information collected from other municipalities regarding the handling of empty alcohol containers with deposits and to outline relevant provincial requirements.

## **Municipal Practice Review**

Staff contacted surrounding municipalities to understand whether municipalities play a role in the collection, storage, or processing of empty alcohol containers that carry a refundable deposit. Feedback received indicates the following:

- None of the municipalities contacted operate or fund a municipal empty alcohol container collection program.
- One municipality identified its local Royal Canadian Legion as the designated empty container dealer, operating independently of the municipality.
- One municipality mentioned a volunteer or community committee that has a collection bin on municipal property, the committee collects, sorts, and returns containers independently.
- Other municipalities advise residents to use licensed return depots or place empty alcohol containers in municipal recycling if residents choose not to recover the deposit.

## **Provincial Regulatory Context**

As part of provincial changes to Ontario's alcohol retail and deposit return system, retailers licensed to sell alcohol with a retail floor area greater than 4,000 square feet will be required, as a condition of their liquor licence, to accept empty alcohol containers and provide deposit refunds, effective January 1, 2026.

This requirement places responsibility for deposit recovery on alcohol producers and licensed retailers, rather than municipalities.

## **Summary**

Information collected from other municipalities shows a consistent approach across jurisdictions, with no municipal operation of deposit container return programs. Access to deposit recovery is supported through licensed depots, retailers, and voluntary community initiatives, where applicable.



## Memo To Council

To: Council  
From: Fire Chief Robert Giesler  
Re: Tanker purchase from East Ferris Fire Department  
Date: Jan 13, 2026

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In 2025 the following recommendation was put forward from Fire Chief R. Giesler to purchase a Pumper Tanker from the East Ferris Fire Department:

RECOMMENDATION: To Replace our 1992 International Tanker with the 2007 International Pumper Tanker that East Ferris Fire Department has for sale.

A 2007 International 7400 fire truck was purchased for the sum of \$80,000.00 on December 10, 2025. The Fire truck was delivered to Station 2 on December 23, 2025.

After setup with excess equipment from Station 1 and 2, the truck was brought into service on the 24<sup>th</sup> of December 2025. Members from both Stations are pleased with the truck and feel it will be a reliable vehicle for years to come, and they thank council for their dedication and foresight to the Department.

## MEMO

To: Council  
From: Matt Peddle, Protective Services Official  
Re: Update to the Parking Bylaw

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### RECOMMENDATION:

That this memo regarding the enacting of an updated bylaw for the regulation of parking be received; and,  
FURTHER that the any comments be returned to staff by January 29<sup>th</sup> and that if no changes are received, the Bylaw can be presented at the February 3, 2026, meeting for first and second reading.

### ANALYSIS:

As it stands, parking within the Municipality is being enforced through bylaw 2001-23, a document that is approaching 25 years old. Previously, in 2024, an updated draft parking bylaw was received and approved but was not brought back to Council. The attached draft bylaw is based on the one previously received, however, it has been reviewed and updated. The updated parking bylaw more accurately reflects the current concerns regarding parking in the Municipality, which have evolved and changed since the year 2001. Currently, the parking bylaw in effect does not cover many of the parking complaints that the Municipality is faced with. The updated bylaw covers a much broader scope, allowing for easier enforcement, and the ability to address more public concerns. Additionally, the set fines schedule has been updated to be more consistent with the penalties of other municipalities and encourage greater compliance with the regulations of the bylaw.



# THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

## BYLAW NO. 2026-XX

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### Being a Bylaw to Regulate Parking on Highways in the Municipality of Powassan

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**Whereas** section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority under that Act or any other Act.

**And whereas** section 10(1) of the Municipal Act, 2001 provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

**And whereas** section 10(2) of the Municipal Act, 2001 provides that a single-tier municipality may pass bylaws respecting: in paragraph 5, social and environmental well-being of the municipality; in paragraph 6, health, safety and well-being of persons; in paragraph 7, services and things that the municipality is authorized to provide under section 10(1); in paragraph 8, protection of persons and property; and in paragraph 10, structures, including signs;

**And whereas** Section 7.1(1)(c) of the Fire Protection and Prevention Act, 1997, S.O. 1997, allows a Council of a Municipality to pass bylaws designating private roads as Fire Routes where parking is prohibited and provide for the removal and impounding of any motor vehicle parked on a Fire Route;

**And whereas** it is deemed expedient to regulate or prohibit certain parking on highways within the limits of the Municipality of Powassan;

**Now therefore** the Council of The Corporation of the Municipality of Powassan hereby enacts as follows:

#### **Short Title**

1. This Bylaw may be cited as the “Parking Bylaw”.

#### **Application**

2. This Bylaw applies to all highways in the Municipality which are under jurisdiction of the Municipality and/or maintained by the Municipality.

#### **Schedules**

3. The Schedules referred to in this Bylaw form an integral part of it. Each entry in a column of a Schedule is to be read in conjunction with the entry or entries across from it.

#### **Severability**

4. If any provision or part of a provision of this Bylaw is declared by a court of competent jurisdiction to be illegal or inoperative in whole or in part, or inoperative in particular

circumstances, such provision or part of the provision shall be deemed to be severable, and the balance of the Bylaw, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

## **Definitions**

5. For the purposes of this Bylaw:

“Accessible Parking Permit” means an Accessible Parking Permit issued pursuant to Part 3 under the Highway Traffic Act.

“Authorized Sign” means any sign, device, or barricade placed or erected by the Municipality on a highway for the purpose of regulating, warning, guiding or prohibiting parking. Authorized sign includes any official sign placed or erected by the Municipality on a highway.

“Boulevard” means an area between:

- (1) the outer edge of the shoulder of a roadway and the sidewalk or property line; or
- (2) where there is a curb along the roadway between the curb and the sidewalk or property line.

“Bylaw Officer” means the Municipal Law Enforcement Officer of the Municipality, or their delegate.

“Bus” means a motor vehicle designed for carrying ten (10) or more passengers for hire and used for the transportation of persons.

“Commercial Motor Vehicle” means a motor vehicle having permanently attached thereto a truck or delivery body and includes ambulances, hearses, casket wagons, fire apparatus, buses and tractors used for hauling purposes on the highways.

“Construction Equipment” includes front-end loader, back-hoe, bulldozer and any other vehicle used primarily for construction purposes.

“Corner” means the point of intersection of the improved limit of the intersecting roadways.

“Council” means the municipal council of The Corporation of the Municipality of Powassan.

“Crosswalk” means:

- (1) that part of a highway at an intersection which is included within the connection of the lateral lines of the sidewalks on opposite sides of the highway measured from the curbs or, in the absence of curbs, from the edges of the roadway, or
- (2) any portion of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or other markings on the surface.

“Curb” means the raised edge at the outer limits of the travelled portion of a highway.

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- (2) any portion of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or other markings on the surface.

“Curb” means the raised edge at the outer limits of the travelled portion of a highway.

“Designated parking space” means a parking space designated under this by-law for the exclusive use of a vehicle displaying a permit in accordance with the requirements of the Highway Traffic Act and the regulations thereunder and this by-law:

“Emergency Vehicle” means vehicles of the police and fire departments, ambulances, civil defence and public utilities emergency vehicles.

“Heavy Vehicle” means a commercial motor vehicle for which the gross vehicle weight as shown on the registration permit issued under the Highway Traffic Act, RSO 1990, c. H.8 exceeds 3,000 kilograms.

“Highway” includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle designed and intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof. Highway also includes parking lots on properties owned or operated by the Municipality of Powassan as well as any privately owned roads or parking lots designated as Fire Routes by the municipality.

“Holiday” means a holiday as defined in the Legislation Act, 2006, SO 2006, c. 21, as amended, and any successor law thereto.

“Intersection” means the area embraced within the prolongation or connection of the lateral curb lines or, if none, then of the lateral boundary lines of two or more highways that join one another at an angle, whether or not one highway crosses another.

“Loading Zone” means a designated portion of a highway adjacent to the curb reserved for the exclusive use of commercial motor vehicles and taxis during loading and unloading.

“Motor Vehicle” includes an automobile, a motorcycle, a motor-assisted bicycle unless otherwise indicated in this by-law, and any other vehicle propelled or driven otherwise than by muscular power, but does not include a street car or other motor vehicle running only upon rails, a power-assisted bicycle, a motorized snow vehicle, a traction engine, a farm tractor, a self-propelled implement of husbandry or a road-building machine.

“Municipality” means The Corporation of the Municipality of Powassan.

“Park” or “Parking” means the stopping or standing of a vehicle, whether occupied or not, with or without the engine activated.

“Parking Supervisor” means the person appointed by the Municipality from time to time to oversee Municipality Parking operations, or his or her delegate.

“Pedestrian” means a person afoot or in a wheelchair or a child in a carriage.

“Police Officer” means a sworn member of a police service having jurisdiction within the Municipality.

“Public Works Foreman” means the Public Works Foreman for The Corporation of the Municipality of Powassan or their delegate.

“Recreational Vehicle” includes a motor home, travel trailer, tent trailer, snowmobile, boat, all-terrain vehicle, and trailer designed or used for hauling a recreational vehicle.

“Road” means a highway as defined in this bylaw.

“Roadway” means the part of the highway that is improved, designed or ordinarily used for vehicular traffic, but does not include the shoulder, the boulevard or the sidewalk and, where a highway includes two or more separate roadways, the term “roadway” refers to any one roadway separately and not to all the roadways collectively.

“Schedule” means a Schedule attached to and forming part of this bylaw, unless otherwise indicated.

“School Bus” means a bus that,

- (1) is painted chrome yellow; and
- (2) displays on the front and rear thereof the words “school bus” and on the rear thereof the words “do not pass when signals flashing”.

“Sidewalk” means that portion of a highway between the curb lines or the lateral lines of a roadway and the adjacent property lines, improved by paving, concrete or other means for the use of pedestrians.

“Stand” or “Standing” means the halting of a vehicle, whether occupied or not, except for the purpose of and while actively engaged in receiving or discharging passengers.

“Stop” or “Stopping”, when prohibited, means the complete cessation of movement of a vehicle, even momentarily, whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or of a traffic control sign or signal.

“Street” means a highway as defined in this bylaw.

“Traffic” includes pedestrians, ridden or herded animals, vehicles, and other conveyances either singly or together while using any highway for the purpose of travel.

“Trailer” means a vehicle so designed that it may be attached to or drawn by a motor vehicle; and intended to transport property or persons, but does not include machinery or equipment used in the construction or maintenance of highways;

“Vehicle” includes a motor vehicle, trailer, traction engine, farm tractor, roadbuilding machine, bicycle and any vehicle drawn, propelled or driven by any kind of power, including muscular power, but does not include a motorized snow vehicle.

## **General Parking Regulations**

6. No person shall park a vehicle on any highway, other than a highway where angle parking is permitted, unless:

- (1) on the right-hand side of the highway having regard for the direction in which the vehicle has been proceeding;

- (2) the right front and right rear wheels of the vehicle are parallel to and not more than 50 centimetres from the curb or edge of the roadway; and
- (3) on uncurbed highways or in winter, the vehicle is parked parallel, and as close as circumstances and weather conditions permit, to the edge of the boulevard or sidewalk, as the case may be.

7. Where a parking space is designated by painted lines on a highway, no person shall park vehicle other than within the painted limits of the parking space.

8. No person shall park or stand a vehicle on a highway in such a manner as to interfere with the movement of traffic or the clearing of snow from the highway.

9. No person shall interfere with an authorized sign or other sign or barricade erected or lawfully placed pursuant to the provisions of this bylaw.

10. No person shall park a vehicle on a highway in any place where authorized signs prohibiting parking are on display and, without limiting the generality of the foregoing, this subsection encompasses offences committed under sections 34, 35, 36, 39, and 41 of this by-law and proceedings for offences committed under those sections may be commenced under this section of the bylaw.

11. No person shall park a vehicle on any sidewalk.

12. No person shall park a vehicle upon any boulevard unless permitted by the posting of authorized signs.

13. No person shall park a vehicle on a crosswalk, or in such a way as to obstruct a crosswalk.

14. No person shall park a vehicle in an intersection or in such a way as to obstruct an intersection.

15. No person shall park a vehicle within three metres of any corner.

16. No person shall park a vehicle in front of a public or private entrance/driveway.

17. No person shall park a vehicle within three metres of a fire hydrant.

18. No person shall park a vehicle within 90 metres of the scene of a fire in progress.

19. No person shall park a vehicle on any bridge or within 10 metres of the entrance or exit thereof.

20. No person shall park a vehicle on the approach to any fire station, police station, or other place where emergency vehicles require regular access.

21. No person shall park a vehicle on the roadway side of any vehicle stopped or parked at the edge of the highway.

22. No person shall park a vehicle in such a position as will prevent the removal of any other vehicle previously parked.

23. No person shall park a vehicle on any highway for more than 72 hours.

24. No person shall park a vehicle on any highway while advertising the vehicle for sale by way of a sign in or on the vehicle.

25. No person shall park a vehicle on any highway for the purpose of washing, greasing, or repairing such vehicle, except for immediate repair due to an emergency.

26. In this section, “permit” means a permit issued under Subsection 7 (7) of The Highway Traffic Act, R.S.O. 1990, consisting, except when the permit is an IRP cab card, of a vehicle portion and a plate portion.

(1) No person shall park a vehicle or trailer on a highway unless:

- (a) there exists a currently validated permit for the vehicle;
- (b) there are displayed on the vehicle, in the prescribed manner, number plates issued in accordance with the regulations showing the number of the permit issued for the vehicle;
- (c) evidence of the current validation of the permit is affixed, in the prescribed manner, to one of the number plates mentioned in paragraph (b) displayed on the vehicle.

27. No person shall park a vehicle that is a bus, school bus, commercial motor vehicle with a capacity greater than one tonne, heavy vehicle, construction equipment, trailer designed or used for commercial purposes, or recreational vehicle, on any highway within or abutting a residential zone.

28. No person shall park a trailer on a highway unless the trailer is attached to a vehicle by which it may be drawn.

29. No person shall park a vehicle on a highway if:

- (1) the vehicle is on a jack or a similar device; and
- (2) one or more wheels have been removed from the vehicle or part of the vehicle is raised.

### **Emergency Access**

30. When authorized signs are on display, no person shall park a vehicle on a highway in any location identified as a fire route, an emergency access route one or otherwise being for the use of emergency vehicles.

### **Accessible Parking**

31. No person or organization shall park a vehicle in a designated accessible parking space unless;

- (1) a currently valid accessible parking permit has been issued to that person, organization or to a passenger being picked up or transported in the vehicle, and
- (2) such accessible parking permit is displayed on or in the vehicle in accordance with the requirement of the Highway Traffic Act, the regulation made thereunder and this bylaw.

“Designated parking space” means a parking space designated under this by-law for the exclusive use of a vehicle displaying a permit in accordance with the requirements of the Highway Traffic Act and the regulations thereunder and this by-law:

“Emergency Vehicle” means vehicles of the police and fire departments, ambulances, civil defence and public utilities emergency vehicles.

“Heavy Vehicle” means a commercial motor vehicle for which the gross vehicle weight as shown on the registration permit issued under the Highway Traffic Act, RSO 1990, c. H.8 exceeds 3,000 kilograms.

“Highway” includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle designed and intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof. Highway also includes parking lots on properties owned or operated by the Municipality of Powassan as well as any privately owned roads or parking lots designated as Fire Routes by the municipality.

“Holiday” means a holiday as defined in the Legislation Act, 2006, SO 2006, c. 21, as amended, and any successor law thereto.

“Intersection” means the area embraced within the prolongation or connection of the lateral curb lines or, if none, then of the lateral boundary lines of two or more highways that join one another at an angle, whether or not one highway crosses another.

“Loading Zone” means a designated portion of a highway adjacent to the curb reserved for the exclusive use of commercial motor vehicles and taxis during loading and unloading.

“Motor Vehicle” includes an automobile, a motorcycle, a motor-assisted bicycle unless otherwise indicated in this by-law, and any other vehicle propelled or driven otherwise than by muscular power, but does not include a street car or other motor vehicle running only upon rails, a power-assisted bicycle, a motorized snow vehicle, a traction engine, a farm tractor, a self-propelled implement of husbandry or a road-building machine.

“Municipality” means The Corporation of the Municipality of Powassan.

“Park” or “Parking” means the stopping or standing of a vehicle, whether occupied or not, with or without the engine activated.

“Parking Supervisor” means the person appointed by the Municipality from time to time to oversee Municipality Parking operations, or his or her delegate.

“Pedestrian” means a person afoot or in a wheelchair or a child in a carriage.

“Police Officer” means a sworn member of a police service having jurisdiction within the Municipality.

“Public Works Foreman” means the Public Works Foreman for The Corporation of the Municipality of Powassan or their delegate.



“Recreational Vehicle” includes a motor home, travel trailer, tent trailer, snowmobile, boat, all-terrain vehicle, and trailer designed or used for hauling a recreational vehicle.

“Road” means a highway as defined in this bylaw.

“Roadway” means the part of the highway that is improved, designed or ordinarily used for vehicular traffic, but does not include the shoulder, the boulevard or the sidewalk and, where a highway includes two or more separate roadways, the term “roadway” refers to any one roadway separately and not to all the roadways collectively.

“Schedule” means a Schedule attached to and forming part of this bylaw, unless otherwise indicated.

“School Bus” means a bus that,

- (1) is painted chrome yellow; and
- (2) displays on the front and rear thereof the words “school bus” and on the rear thereof the words “do not pass when signals flashing”.

“Sidewalk” means that portion of a highway between the curb lines or the lateral lines of a roadway and the adjacent property lines, improved by paving, concrete or other means for the use of pedestrians.

“Stand” or “Standing” means the halting of a vehicle, whether occupied or not, except for the purpose of and while actively engaged in receiving or discharging passengers.

“Stop” or “Stopping”, when prohibited, means the complete cessation of movement of a vehicle, even momentarily, whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or of a traffic control sign or signal.

“Street” means a highway as defined in this bylaw.

“Traffic” includes pedestrians, ridden or herded animals, vehicles, and other conveyances either singly or together while using any highway for the purpose of travel.

“Trailer” means a vehicle so designed that it may be attached to or drawn by a motor vehicle; and intended to transport property or persons, but does not include machinery or equipment used in the construction or maintenance of highways;

“Vehicle” includes a motor vehicle, trailer, traction engine, farm tractor, roadbuilding machine, bicycle and any vehicle drawn, propelled or driven by any kind of power, including muscular power, but does not include a motorized snow vehicle.

## **General Parking Regulations**

6. No person shall park a vehicle on any highway, other than a highway where angle parking is permitted, unless:

- (1) on the right-hand side of the highway having regard for the direction in which the vehicle has been proceeding;

- (2) the right front and right rear wheels of the vehicle are parallel to and not more than 50 centimetres from the curb or edge of the roadway; and
- (3) on uncurbed highways or in winter, the vehicle is parked parallel, and as close as circumstances and weather conditions permit, to the edge of the boulevard or sidewalk, as the case may be.

7. Where a parking space is designated by painted lines on a highway, no person shall park vehicle other than within the painted limits of the parking space.

8. No person shall park or stand a vehicle on a highway in such a manner as to interfere with the movement of traffic or the clearing of snow from the highway.

9. No person shall interfere with an authorized sign or other sign or barricade erected or lawfully placed pursuant to the provisions of this bylaw.

10. No person shall park a vehicle on a highway in any place where authorized signs prohibiting parking are on display and, without limiting the generality of the foregoing, this subsection encompasses offences committed under sections 34, 35, 36, 39, and 41 of this by-law and proceedings for offences committed under those sections may be commenced under this section of the bylaw.

11. No person shall park a vehicle on any sidewalk.

12. No person shall park a vehicle upon any boulevard unless permitted by the posting of authorized signs.

13. No person shall park a vehicle on a crosswalk, or in such a way as to obstruct a crosswalk.

14. No person shall park a vehicle in an intersection or in such a way as to obstruct an intersection.

15. No person shall park a vehicle within three metres of any corner.

16. No person shall park a vehicle in front of a public or private entrance/driveway.

17. No person shall park a vehicle within three metres of a fire hydrant.

18. No person shall park a vehicle within 90 metres of the scene of a fire in progress.

19. No person shall park a vehicle on any bridge or within 10 metres of the entrance or exit thereof.

20. No person shall park a vehicle on the approach to any fire station, police station, or other place where emergency vehicles require regular access.

21. No person shall park a vehicle on the roadway side of any vehicle stopped or parked at the edge of the highway.

22. No person shall park a vehicle in such a position as will prevent the removal of any other vehicle previously parked.

23. No person shall park a vehicle on any highway for more than 72 hours.

24. No person shall park a vehicle on any highway while advertising the vehicle for sale by way of a sign in or on the vehicle.

25. No person shall park a vehicle on any highway for the purpose of washing, greasing, or repairing such vehicle, except for immediate repair due to an emergency.

26. In this section, “permit” means a permit issued under Subsection 7 (7) of The Highway Traffic Act, R.S.O. 1990, consisting, except when the permit is an IRP cab card, of a vehicle portion and a plate portion.

(1) No person shall park a vehicle or trailer on a highway unless:

- (a) there exists a currently validated permit for the vehicle;
- (b) there are displayed on the vehicle, in the prescribed manner, number plates issued in accordance with the regulations showing the number of the permit issued for the vehicle;
- (c) evidence of the current validation of the permit is affixed, in the prescribed manner, to one of the number plates mentioned in paragraph (b) displayed on the vehicle.

27. No person shall park a vehicle that is a bus, school bus, commercial motor vehicle with a capacity greater than one tonne, heavy vehicle, construction equipment, trailer designed or used for commercial purposes, or recreational vehicle, on any highway within or abutting a residential zone.

28. No person shall park a trailer on a highway unless the trailer is attached to a vehicle by which it may be drawn.

29. No person shall park a vehicle on a highway if:

- (1) the vehicle is on a jack or a similar device; and
- (2) one or more wheels have been removed from the vehicle or part of the vehicle is raised.

### **Emergency Access**

30. When authorized signs are on display, no person shall park a vehicle on a highway in any location identified as a fire route, an emergency access route one or otherwise being for the use of emergency vehicles.

### **Accessible Parking**

31. No person or organization shall park a vehicle in a designated accessible parking space unless;

- (1) a currently valid accessible parking permit has been issued to that person, organization or to a passenger being picked up or transported in the vehicle, and
- (2) such accessible parking permit is displayed on or in the vehicle in accordance with the requirement of the Highway Traffic Act, the regulation made thereunder and this bylaw.

32. No persons with an accessible parking permit shall park a vehicle for more than two (2) hours in a designated parking space as described in Schedule “B” attached hereto and forming part of this Bylaw.

### **Winter Months**

33. No person shall park a vehicle on any highway between the hours of 11:00 p.m. and 7:00 a.m. commencing on November 1 and ending on March 31, inclusive.

34. When a snow removal sign is posted on a highway:

- (1) no person shall park a vehicle on that highway; and,
- (2) any person who has already parked a vehicle on the highway prior to the sign being posted shall remove the vehicle within 12 hours of the sign being posted.

35. No person shall park a vehicle on a highway at any time during a snowfall or within the 24-hour period following a snowfall, during the period commencing on November 1 and ending on March 31, inclusive.

### **Intersections, Parks, Narrow Highways**

36. Where authorized signs are on display, no person shall park, stand or stop a vehicle on a highway:

- (1) within 3 metres of any corner or intersection;
- (2) on other than one side of any highway, the roadway of which is less than 7.5 metres in width.

### **Bus Zones**

37. When authorized signs are on display, no person shall stand or park a vehicle other than a bus on a portion of a highway designated as a bus stop.

### **Angle Parking**

38. (1) Where authorized signs are on display so indicating, angle parking is permitted on the highways set out in column 1 of Schedule 3 of this bylaw, within the limits set out in columns 2, 3, and 4.

- (2) Where angle parking is permitted, no person shall park a vehicle except at the angle indicated by the authorized signs and so that the front end of the vehicle is nearest the edge of the highway.

## **No Parking Areas – Any Time**

39. Where authorized signs are on display, no person shall park a vehicle on any highway at the side of and between the limits of the highway as set out in Schedule A of this bylaw.

## **Extent of Signed No Parking Areas**

40. The extent of a No Parking area designated by official signs or authorized signs terminates:

- (1) at an intersection with a highway; or,
- (2) at another official sign or authorized sign, which designates a different type of no parking area, or which authorizes and regulates parking in that area.

## **Loading Zones**

41. No person shall park a vehicle on a highway in any location identified as a passenger or commercial loading zone for a period of time longer than that permitted.

## **Authorizations**

42. The Public Works Foreman, or their delegate, is hereby authorized to:

- (1) erect or place and maintain such signs as may be necessary to give effect to the provisions of this bylaw, or as required to regulate parking for the safety or convenience of the public, including, but not limited to, official signs and traffic control devices;
- (2) erect or place and maintain temporary parking restriction signs for the purpose of regulating or prohibiting parking:
  - (a) where there is highway construction, repair, or painting underway;
  - (b) to allow for snow plowing and snow removal, depending on snowfall in any particular year;
  - (c) for the purpose of a community event; or,
  - (d) in the event of an emergency;
- (3) remove or cause to be removed without notice any sign, device, or barricade found on a highway which resembles an official sign or authorized sign, but which is not an official sign or authorized sign.

## **Exemptions**

43. The provisions of this by-law prohibiting and regulating parking shall not apply to:

- (1) police vehicles, Municipality of Powassan Fire Department vehicles, and ambulances;
- (2) Municipality bylaw enforcement vehicles;

(3) vehicles of or used by the Municipality in use in connection with public works being done on or near a highway;

(4) a vehicle, the crew of which is engaged in making emergency repairs to a public utility or service; and,

(5) Canada Post Corporation vehicles.

## **Enforcement**

44. (1) Any Police Officer or Municipal Law Enforcement Officer, employed by or under contract with the Municipality to enforce this bylaw may enforce the provisions of this bylaw.

(2) The Chief, a Deputy Chief, or a Captain of the Municipality of Powassan Fire Department may enforce the provisions of sections 20 and 29.

45. No person shall hinder or obstruct, or attempt to hinder or obstruct, any Provincial Offences Officer who is exercising a power or performing a duty under this bylaw.

## **Offences and Penalties**

46. Every person who contravenes any provision of this bylaw is guilty of an offence and upon conviction is liable to a fine as provided for by the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33, as amended.

## **Owner Liability**

47. Where a vehicle has been parked in contravention of this bylaw, the owner of the vehicle is guilty of an offence, even if the owner was not the driver of the vehicle at the time of the contravention and, upon conviction, is subject to a fine as provided in the Provincial Offences Act unless, at the time of the offence, the vehicle was in the possession of another person without the owner's consent.

## **Order Prohibiting Continuation**

48. Where any person contravenes any of the provisions of this bylaw and a conviction is entered, in addition to any other remedy and to any penalty imposed by this by-law, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may make an Order prohibiting the continuation or repetition of the offence by the person convicted.

49. Any person who contravenes an Order Prohibiting Continuation or Repetition made under this bylaw is guilty of an offence and, upon conviction, is subject to a fine as provided in the Provincial Offences Act.

## **Vehicle Towing**

50. (1) Where any vehicle is parked in contravention of this bylaw and the vehicle is interfering with the movement of traffic or with snow clearing or removal operations, the vehicle may be towed, removed, and impounded at the direction of a police officer, provincial offences officer, bylaw enforcement officer, Chief Fire Official, or the Public Works Foreman or their authorized delegate, at the sole risk and expense of the owner.
- (2) Where authorized signs are on display, any vehicle parked in contravention of this bylaw may be towed, removed and impounded at the direction of a police officer, provincial offences officer, bylaw enforcement officer, or the Public Works Foreman or their authorized delegate, at the sole risk and expense of the owner.

### **Coming Into Force**

51. (1) This Bylaw No. 2026-XX shall not come into force and effect until the date that Orders made by the Regional Senior Justice of the Ontario Court of Justice pursuant to the Provincial Offences Act, and the Courts of Justice Act, RSO 1990, c. C.43, and regulations thereunder take effect, approving set fines for offences under this bylaw.
- (2) Upon the coming into force Bylaw No. 2001-23 and Bylaw 2009-54 and all amendments thereto are hereby repealed.

READ a FIRST and SECOND time on \_\_\_\_\_ 2026 and READ a THIRD and FINAL time and passed as such in open Council this \_\_\_\_\_ 2026.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

## **SCHEDULE “A”**

### **PARKING RESTRICTIONS**

No Parking Any Time When Authorized Signs Are Posted

<b>HIGHWAY</b>	<b>SIDE</b>	<b>FROM</b>	<b>TO</b>
Main Street	West	Chisholm Street	Northern boundary of Plan 43, Block 2, Lot 5, also known as 555 Main Street
Main Street	East	Southern boundary of Plan 44, Block A, Lot 2, also known as 440 Main Street	Valley View Drive
Main Street	East and West	Valley View Drive East	Valley View Drive West (northern intersection of Main Street and Valley View Drive W)
Spetz Avenue	West	Valley View Drive East	Southern terminus of Spetz Avenue
Memorial Park Drive W	North	Main Street	Edward Street
Memorial Park Drive E	North and South	Bridge Street	Queens Ave
Oakwood Road	West	Northern boundary of lot at Concession 16, Part Lots 14 and 16, parcel 17479; also known as 430 Oakwood Road	Southern boundary of lot at Concession 16, Part Lots 14 and 16, parcel 17479; also known as 430 Oakwood Road

30 Minute Loading Zones



HIGHWAY	SIDE	FROM	TO
Edward Street	West	Chisholm Street	King Street

## SCHEDULE "B"

### ACCESSIBLE PARKING SPOTS

Parking only permitted for vehicles with valid Accessible Parking Permit

#### 1. Main Street

HIGHWAY	SIDE	FROM	TO
Main Street (in front of 473 Main Street)	West	A point 20 metres north of Memorial Park Drive	A point 25 metres north of Memorial Park Drive
Main Street (in front of 497 Main Street)	West	A point 3.96 metres north of King Street	A point 9 metres north of King Street
Main Street (in front of 495 Main Street)	West	A point 30 metres north of King Street	A point 36 metres north of King Street
Main Street (in front of 507 Main Street)	West	A point 22 metres south of King Street	A point 27 metres south of King Street
Main Street (in front of 519 Main Street)	West	A point 70 metres south of King Street	A point 76 metres south of King Street.

#### 2. Powassan and District Union Library – 324 Clark Street, Powassan

- a. Two parking stalls along the eastern facing wall, running from the southeast corner of the building, north for a combined width of 5 metres.

#### 3. Trout Creek Community Centre - 181 Main Street West, Trout Creek

- a. From the east entrance into the parking lot of Trout Creek Community Centre, an area the extends 16metres to the west along the fence that borders the north boundary of the parking lot, having a depth of 6metres extending south from the fence

#### 4. Municipality of Powassan – 250 Clark Street, Powassan

- a. On the south face of the building, the first parking stall located directly to the east of the main entrance.
- b. On the north (rear) face of the building, the first parking stall to the east of the northwest corner of the building.

5. Powassan Sportsplex Community Centre – 433 Main Street

- a. Along the front (east) wall, a 2.6-metre-wide parking space extending south from southern edge of the main entrance.
- b. Along the front (east) wall, a 2.6-metre-wide parking space extending south from the northeast corner of the building.

**SCHEDULE “C”**

**FIRE ROUTES/EMERGENCY ACCESS ROUTES**  
Parking Prohibited When Authorized Signs Posted

1. Municipality of Powassan – 250 Clark Street, Powassan

Location	SIDE	FROM	TO
East Driveway that runs along the east boundary of the lot	West and east	Clark Street	Northern boundary of the property

2. Fire Station 1/Council Chambers – 252 Clark Street, Powassan

a.

Location	SIDE	FROM	TO
Driveway that runs along the western boundary of the lot located at 250 Clark Street to the northern boundary of 252 Clark Street	West and east	Clark Street	Northern boundary of the property

- b. West side of building, an access route 20 metres wide running from the northwest corner of the building to the southwest corner of the building.
- c. East side of building, an access route 20 metres wide running from the northeast corner of the building to the southeast corner of the building.

3. Powassan Sportsplex Community Centre – 433 Main Street

- a. Running west from Main Street to the eastern facing wall of the building, an access route with a width of 6 metres starting on the southern edge of the parking lot.

4. Trout Creek Community Centre - 181 Main Street West, Trout Creek

- a. A 9-metre-wide access route running from north to south along the western wall of the Trout Creek Community Centre, from the Main Street West property line to the southern end of the community centre.

5. Fire Station 2 – 130 Main Street West, Trout Creek

HIGHWAY	SIDE	FROM	TO
Main Street West	North	Eastern boundary of property located at 130 Main Street West (Plan M5, Lots 12 and 13)	Western boundary of property located at 130 Main Street West (Plan M5, Lots 12 and 13)

6. Eastholme Home for the Aged – 62 Big Bend Avenue

- a. On the front (north) side of the building, a six-metre-wide access route from Big Bend Avenue, along the north face of the building, and extending out to Cathrine Street.
- b. On the south side of the north wing, a six-metre access route extending from Big Bend Avenue, along the length of the building.
- c. On the east side of the south wing, a six-metre-wide access route along the building extending from the central entrance door to the southern edge of the building.

7. The Pines Senior Apartments – 325 Catherine Street

- a. Along the front (west) side of the building, a six-metre-wide access route, extending from Catherine Street to the south edge of the parking lot.

8. The Meadow View – 175 Big Bend Avenue

- a. Along the front (west) side of the building, a six-metre-wide access route, extending from Big Bend Avenue to the south edge of the parking lot.

## **SCHEDULE “D”**

### **PART II PROVINCIAL OFFENCES ACT Set Fines**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision creating or defining the offence	COLUMN 3 Set Fine (\$)
1.	Fail to park on the right hand side of highway.	6(1)	50
2.	Fail to park within 50cm of curb/edge of roadway.	6(2)	50
3.	Fail to park within painted lines in designated parking space.	7	50
4.	Park/stop/stand vehicle in manner that interferes with movement of traffic/clearing of snow.	8	50
5.	Park where prohibited by authorized sign.	10	50
6.	Park vehicle on sidewalk.	11	50
7.	Park vehicle on boulevard.	12	50
8.	Park vehicle on crosswalk.	13	50
9.	Park vehicle in intersection/obstruct intersection.	14	50
10.	Park vehicle within 3 metres of corner.	15	50
11.	Park vehicle in front of public/private entrance/driveway.	16	50
12.	Park vehicle within 3 metres of hydrant.	17	50
13.	Park vehicle within 90 metres of fire scene in progress.	18	100
14.	Park vehicle on/within 10 metres of a bridge.	19	50
15.	Park vehicle on approach to fire station/police station/ambulance station.	20	250
16.	Park vehicle on roadway side of vehicle parked at edge of highway.	21	50
17.	Park vehicle in manner that will prevent removal of	22	50

	previously parked vehicle.		
19.	Park vehicle on highway for more than 72 consecutive hours.	23	50
20.	Park vehicle on highway while advertising for sale by way of sign.	24	50
21.	Park vehicle on highway without currently valid permit.	26(1)(a)	50
22.	Park vehicle on highway without issued number plates properly affixed.	26(1)(b)	50
23.	Park vehicle on highway without evidence of current permit validation affixed to number plate	26(1)(c)	50
24.	Park bus/commercial motor vehicle/heavy vehicle/recreational vehicle/construction equipment on highway within residential zone	27	50
25.	Park unattached trailer on highway	28	50
26.	Park vehicle on highway if vehicle on jack/similar device	29(1)	50
27.	Park vehicle on highway when one or more wheels have been removed	29(2)	50
28.	Park vehicle on a highway in a fire route/emergency access route	30	250
30.	Park vehicle on highway in designated accessible parking space without valid permit	31(1)	300
31	Park vehicle on highway in designated accessible parking space if permit not displayed as required	31(2)	300
32.	Park vehicle on highway in designated accessible parking space for more than 2 hours	32	50
33.	Park vehicle on any highway between 11:00pm and 7:00am between November 1 and March 31	33.	50
34.	Park vehicle on highway when snow removal sign posted	34(1)	50
35.	Fail to remove vehicle parked on highway within 12 hours of snow removal sign being posted	34(2)	50
36.	Park vehicle on highway during snowfall or within e 24-hour period following a snowfall	35	50
37.	Park vehicle on highway within 3 metres of any corner when sign on display	36(1)	50
38.	Park vehicle on highway other than on one side when roadway is less than 7.5m wide when signs on display	36(2)	50
39.	Park vehicle on highway other than bus at designated bus stop when sign on display	37	50
40.	Park vehicle on highway where angle parking permitted not at angle indicated by authorized sign	38(2)	50
41.	Park vehicle on highway where prohibited by authorized sign	39	50
42.	Park vehicle on highway in area identified as loading zone for longer than time specified by authorized sign	41	50

**Note: The general penalty provision for the offences listed above is Section 46 of Bylaw 2026-XX, a certified copy of which has been filed.**

DRAFT



Resolution no. 2026 - \_\_\_\_\_

Date: January 20, 2026

Moved by:

Seconded by:

That the Municipality of Powassan supports the application to the Seniors Active Living Centre program for the 2026-27 period and hereby commits to including \$5,500 in the 2026 budget for this program, along with \$7,500 for in-kind support (use of 250 Clark meeting rooms, kitchen and gymnasium, and use of other municipal building spaces).

\_\_\_\_\_  
Carried

\_\_\_\_\_  
Defeated

\_\_\_\_\_  
Deferred

\_\_\_\_\_  
Lost

\_\_\_\_\_  
Mayor

Recorded Vote: Requested by \_\_\_\_\_

Name	Yeas	Nays	Name	Yeas	Nays
Councillor Randy Hall			Mayor Peter McIsaac		
Councillor Markus Wand					
Councillor Dave Britton					
Councillor Leo Patey					

## Allison Quinn

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**From:** Peter McIsaac  
**Sent:** January 12, 2026 8:52 PM  
**To:** Allison Quinn  
**Subject:** Fwd: Invitation: The Path Forward – DSSAB's Approach to Housing Loss Prevention & Encampments  
  
**Categories:** Agenda Item

Peter McIsaac  
Mayor  
Municipality of Powassan

Begin forwarded message:

**From:** Tammy MacKenzie <tmackenzie@psdssab.org>  
**Date:** January 12, 2026 at 3:50:09 PM EST  
**To:** Tammy MacKenzie <tmackenzie@psdssab.org>  
**Subject: Invitation: The Path Forward – DSSAB's Approach to Housing Loss Prevention & Encampments**

Dear Municipal CAOs, Delegated Staff, and Members of Council,  
I have two important updates to share with you today.

### **1) Housing & Homelessness Plan Update**

We are updating our Housing & Homelessness plan this year with the assistance of **VINK Consulting**. Please keep an eye out for emails from VINK as they will be reaching out to your municipalities throughout the engagement phase of this project. We appreciate any support you can offer them to complete this work.

### **2) An Invitation to 'The Path Forward' event - April 23, 2026**

The District of Parry Sound Social Services Administration Board (DSSAB) is pleased to invite CAO's members of Council, and designated staff responsible for homelessness-related matters to attend an upcoming learning and collaboration session:

#### **Details:**

The Path Forward: DSSAB's Approach to Housing Loss Prevention & Encampments  
Date: Thursday, April 23, 2026  
Time: 10:00 a.m. – 3:00 p.m. (lunch provided)  
Location: Magnetawan Community Centre  
Cost: Free



**REGISTRATION LINK: Please RSVP by February 28, 2026 using the following link:**  
**<https://forms.office.com/r/pGPwaCNH6c>**

This in-person session will focus on DSSAB's Housing Loss Prevention and Encampment Response Strategy, including insights and learnings from our work with OrgCode Consulting. The day is designed to support municipal leaders and frontline staff in understanding how prevention-focused approaches can reduce housing instability and improve outcomes for individuals and communities.

Participants can expect:

- Practical information on how municipal staff can partner with DSSAB to help people stay housed
- An overview of the ongoing prevention work currently underway across the district
- An overview of DSSAB's Housing Loss Prevention and Encampment Response Strategy
- Key learnings and best practices developed in partnership with OrgCode Consulting
- Tips and guidance for municipal staff and community members when encountering individuals at risk of, or experiencing, homelessness

This session will also provide space for discussion, shared learning, and relationship-building across municipalities.

We encourage each municipality to consider sending their CAO, members of their Council, and staff who are directly involved in community safety, and by-law.

Should you have any questions, please don't hesitate to reach out. We look forward to your participation and to working together toward practical, coordinated solutions across the district.

Sincere Regards, Chi-Miigwech, Merci

*Tammy*

Tammy MacKenzie, M.Ed RP (she/her)  
Chief Administrative Officer  
District of Parry Sound Social Services Administration Board  
1 Beechwood Drive, Parry Sound, Ontario P2A 1J2  
Tel: (705) 746-7777 ext. 5220  
Fax: (705) 746-7783  
E-Mail: [tmackenzie@psdssab.org](mailto:tmackenzie@psdssab.org)  
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P.O. Box 382  
North Bay, ON P1B 8H5  
705.497.5555 Ext. 7507  
admin@nearnorthcrimestoppers.com  
Website: [nearnorthcrimestoppers.com](http://nearnorthcrimestoppers.com)

January 2026

Dear Mayor and Councillors,

Every January, Crime Stoppers Month is recognized worldwide for its vital role in community safety. This year's theme, "Safe Streets, Strong Communities.... Together We Can Stop Crime!" David Forster, President of Canadian Crime Stoppers Association states, *"Crime Stoppers assists in building safe neighborhoods by fostering collaboration between the public, law enforcement, and local organizations, empowering every member in our communities to play an active role in preventing and reporting crime. Criminal activity takes many forms, Illicit Goods, Extortion and Sexploitation, Illegal Drug Production and Trafficking, Cybercrime, Vehicle Thefts, Human Trafficking, Wildlife Crimes, and Property Crimes are only a few. Working together we can stop crime."*

Serving the Districts of Nipissing and Parry Sound as a registered Canadian charitable program, Near North Crime Stoppers enhances safety through anonymous tips. We ask for your help amplifying awareness by sharing our messaging in newsletters, on social media, and on community electronic boards using the attached digital images. We invite you to visit our Facebook page and Instagram to view our 2025 statistics.

In 2026, NNCS is extending the campaign to offer a guaranteed \$2,000 reward for tips leading to arrests involving Fentanyl or firearms in drug-related offences. This initiative reflects our commitment to addressing critical safety concerns and is posted publicly across our virtual platforms.

Please feel free to contact us for more information, to arrange a presentation, or to request promotional items and road signs. Thank you for your continued support in making our region a safer place.

Sincerely,

Brandon Fenton  
Chair

Mary Houghton  
Director for East Nipissing Region  
[admin@nearnorthcrimestoppers.com](mailto:admin@nearnorthcrimestoppers.com)  
705.358.2824

Ministry of Agriculture,  
Food and Agribusiness

Office of the Minister

77 Grenville Street, 11th Floor  
Toronto, Ontario M7A 1B3  
Tel: 416-326-3074

Ministère de l'Agriculture,  
de l'Alimentation et de l'Agroentreprise

Bureau du ministre

77, rue Grenville, 11<sup>e</sup> étage  
Toronto (Ontario) M7A 1B3  
Tél. : 416 326-3074



January 12, 2026

Allison Quinn  
Clerk  
Municipality of Powassan  
aquinn@powassan.net

Dear Allison Quinn:

I am pleased to announce that the 2026 Agricultural Impact Assessment (AIA) Guidance Document is now available on Ontario.ca as [Publication 861: Agricultural Impact Assessment \(AIA\) Guidance Document](#) and the [Environmental Registry of Ontario](#). This updated guidance reflects stakeholder input and recent provincial policy changes, and is intended to support municipalities, consultants and interested parties in meeting the agriculture impact assessment requirements of the Provincial Planning Statement, 2024.

Agricultural impact assessments are an important tool for identifying and addressing the potential impacts of non-agricultural development on the agricultural system, promoting compatibility between agricultural and non-agricultural land uses, and supporting thoughtful land use planning and the long-term viability of Ontario's agricultural sector.

Ontario farms contribute significantly to local economies while supporting access to high-quality food both domestically and globally. The agri-food sector employs over 836,000 people and contributed \$48.8 billion to our provincial economy. Our government is committed to supporting the growth of the agriculture and food industry, which is why we released [Grow Ontario: a provincial agri-food strategy](#) to strengthen the agri-food sector, support economic growth, and ensure an efficient, reliable and responsive food supply for Ontarians.

I want to take this opportunity to thank you for your ongoing commitment to supporting the long-term viability of agriculture alongside planning for growth in Ontario. Should you have any questions about the Agricultural Impact Assessment guidance, please contact OMAFA staff at: [www.ontario.ca/page/agricultural-land-use-planning-staff](http://www.ontario.ca/page/agricultural-land-use-planning-staff).

Sincerely,

Trevor Jones  
Minister of Agriculture, Food and Agribusiness



Good things grow in Ontario  
À bonne terre, bons produits

Ministry Headquarters: 1 Stone Road West, Guelph, Ontario N1G 4Y2  
Bureau principal du ministère: 1, rue Stone ouest, Guelph (Ontario) N1G 4Y2

Le 12 janvier 2026

Bonjour,

J'ai le plaisir d'annoncer que le Document d'orientation sur l'évaluation des répercussions sur l'agriculture (ERA) est désormais accessible sur [Ontario.ca](https://ontario.ca) et [le Registre environnemental de l'Ontario](#). Ce document d'orientation actualisé reflète les observations des intervenants ainsi que les changements intervenus récemment dans la politique provinciale. Il vise à appuyer les municipalités, les experts-conseils et les parties intéressées à respecter les exigences d'évaluation des répercussions sur l'agriculture de la Déclaration provinciale sur la planification, 2024.

Les évaluations des répercussions sur l'agriculture sont un outil important pour circonscrire et régler les potentielles répercussions d'un aménagement non agricole sur le système agricole, promouvant la compatibilité entre les utilisations des terres à des fins agricoles et non agricoles, et favorisant la planification réfléchie du territoire et la viabilité à long terme du secteur agricole ontarien.

Les exploitations agricoles de l'Ontario contribuent de façon importante aux économies locales tout en favorisant l'accès à des aliments de qualité supérieure tant à l'échelle nationale qu'à l'échelle mondiale. Le secteur agroalimentaire emploie plus de 836 000 personnes et a contribué à hauteur de 48,8 milliards de dollars à notre économie provinciale. Notre gouvernement est déterminé à soutenir la croissance de l'industrie agricole et alimentaire, raison pour laquelle nous avons publié la [stratégie Cultiver l'Ontario : une stratégie provinciale pour le secteur agroalimentaire](#), afin de renforcer le secteur agroalimentaire, de favoriser la croissance économique et de garantir un approvisionnement alimentaire efficace, fiable et réactif pour la population ontarienne.

Je tiens à profiter de cette occasion pour vous remercier de votre engagement continu à soutenir la viabilité à long terme de l'agriculture parallèlement à la planification de la croissance en Ontario. Si vous avez des questions concernant le Document d'orientation sur l'évaluation des répercussions sur l'agriculture, je vous invite à communiquer avec le personnel du MAAAO : <https://www.ontario.ca/fr/page/personnel-de-lunite-de-la-planification-de-lutilisation-des-terres-agricoles>.

Je vous prie d'agréer nos salutations distinguées.

Le ministre de l'Agriculture, de l'Alimentation et de l'Agroentreprise,



Trevor Jones

**Did you know about the Farmers' Wellness Initiative?**

- Your mental health is important! If you're a farmer or a member of a farm family and in need of mental health support, please call 1-866-267-6255 and arrange to speak with a professional today.
- For additional resources visit: <https://farmerwellnessinitiative.ca/>.

# January 2026

January 2026							February 2026						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31							

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 28	29	30	31	Jan 1, 26 Office Closed	2 Office Closed	3
4	5	6 Council	7	8 DSSAB	9	10
11	12	13 6:00pm MAPLE SYRUP FESTIVAL MEETING	14 NBMCA	15	16	17
18	19 Powassan and District Union Public Library Board	20 Council	21 Golden Sunshine Housing Copr.	22	23	24
25	26 Police Detachment Board	27	28	29 North Almaguin Planning Board	30	31