

## **AGENDA**

**Regular Council Meeting**  
**Tuesday, April 2, 2024, at 6:30 p.m.**  
**Powassan Council Chambers**  
**252 Clark Street, Powassan, ON**

**1. CALL TO ORDER**

**2. LAND ACKNOWLEDGMENT**

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

**3. ROLL CALL**

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

**5. APPROVAL OF THE AGENDA**

**6. DELEGATIONS TO COUNCIL**

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

7.1 Regular Council Meeting of March 19, 2024

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

8.1 Recreation Committee minutes of December 13, 2023

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

9.1 The Powassan and District Union Public Library meeting minutes of February 26, 2024

9.2 Golden Sunshine Municipal Non-Profit Housing Corporation meeting minutes of February 20, 2024

**10. STAFF REPORTS**

10.1 Clerk, A. Quinn – Project Updates

10.2 Treasurer, Director of Corporate Services, B. Robinson – 2024 Municipal Budget

10.3 Clerk, A. Quinn – OPP Detachment Board (Police Services Board)

**11. BY-LAWS**

11.1 Bylaw 2024-06 – To set Tax Ratios for 2024

11.2 Bylaw 2024-07 – To adopt the 2024 Municipal Budget

11.3 Bylaw 2024-08 – To provide for the adoption of Tax Rates and Default of Payment for 2024

11.4 Bylaw 2024-09 – To adopt Water and Wastewater Budgets for 2024

11.5 Bylaw 2024-10 – To adopt the Water and Wastewater Rate and Fee Schedule for 2024

**12. UNFINISHED BUSINESS**

12.1 Councillor, R. Hall – North Entrance of Powassan

12.2 Mayor, P. McIsaac – User Group Updates

**13. NEW BUSINESS**

13.1 Powassan and District Union Public Library – 2024 Library Budget

13.2 Condition Amendment to Consent Application: B6/POWASSAN/2024

13.3 Municipality of Powassan Integrity Commissioner Annual Report 2024

**14. CORRESPONDENCE**

14.1 2024 Senior of the Year Nominations

**15. ADDENDUM**

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

**17. CLOSED SESSION**

17.1 Adoption of Closed Session Minutes of March 16, 2024

17.2 Identifiable Individuals – Section 239(2)(b) of the Municipal Act and under Section 9(4)(b) of the Procedural Bylaw – matters regarding an identifiable individual, including municipal or local board employees.

**18. MOTION TO ADJOURN**

**Regular Council Meeting  
 Tuesday, March 19, 2024, at 6:30 pm  
 Powassan Council Chambers**

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

**Absent,  
 With Regrets:** Dave Britton, Councillor

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

**Presentation:** None

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

- |                |   |                |
|----------------|---|----------------|
| <b>2024-81</b> | <p>Moved by: R. Hall                      Seconded by: M. Wand<br/>         That the agenda of the Regular Council Meeting of March 19, 2024, be approved.</p>                                  | <b>Carried</b> |
| <b>2024-82</b> | <p>Moved by: M. Wand                      Seconded by: L. Patey<br/>         That the minutes of the Special Budget meeting of Council of February 29, 2024, be adopted.</p>                    | <b>Carried</b> |
| <b>2024-83</b> | <p>Moved by: L. Patey                      Seconded by: R. Hall<br/>         That the minutes of the Regular meeting of Council of March 05, 2024, be adopted.</p>                              | <b>Carried</b> |
| <b>2024-84</b> | <p>Moved by: R. Hall                      Seconded by: M. Wand<br/>         That the minutes of the Special Budget meeting of Council of March 13, 2024, be adopted.</p>                        | <b>Carried</b> |
| <b>2024-85</b> | <p>Moved by: M. Wand                      Seconded by: L. Patey<br/>         That the minutes from the Powassan and District Union Public Library meeting of January 22, 2024, be received.</p> | <b>Carried</b> |
| <b>2024-86</b> | <p>Moved by: L. Patey                      Seconded by: R. Hall<br/>         That the District of Parry Sound Social Services Administration Board CAO's Report of March 2024, be received.</p> | <b>Carried</b> |
| <b>2024-87</b> | <p>Moved by: R. Hall                      Seconded by: M. Wand<br/>         That Draft Bylaw 2024-05 regarding council remuneration be received for review;</p>                                 |                |

AND FURTHER THAT any comments and/or changes be sent to staff by March 27, 2024.

**Carried**

**2024-88**

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

That the Powassan and District Union Public Library 2024-2026 Strategic Plan, be received.

**Carried**

**2024-89**

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

That the Council of the Municipality of Powassan concurs with the request in Consent Application B6/POWASSAN/2024 for the lot addition, as per our Planner's recommendation. Following are conditions of consent that are requested:

- The original executed Transfer/Deed of Land form, a duplicate original and one photocopy for our records;
- A Schedule to the Transfer(2)/Deed(s) of Land form on which is set out the entire legal description of the parcel(s) in question. This Schedule must also contain the names of the parties indicated on page I of the Transfer/Deed of Land form;
- A reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s) to which the consent approval relates;
- That any outstanding municipal taxes, local improvement charges and servicing charges be paid to date for both the land to be retained and the lot to be severed and/or transferred inclusive;
- That the applicant be responsible for payment of all costs associated with the application including legal, survey, transfers and planning consultations; and
- That the severed lot known as Parcel 3149 SEC NS, Part of Lot IS, Concession 13 (Former Township of South Himsforth), PIN 52206-077 (LT) be merged on title with the abutting lot described as PLAN 42R-14338, Parts I & 2.

**Carried**

**2024-90**

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

That the Council of the Municipality of Powassan concurs with the request in Consent Applications BI0/POWASSAN/2024 and BI 1/POWASSAN/2024 for the creation of two new lots on Lindquist Line, as per our Planner's recommendation. Following are conditions of consent that are requested:

- The original executed Transfer/Deed of Land form, a duplicate original and one photocopy for our records;
- A Schedule to the Transfer(2)/Deed(s) of Land form on which is set out the entire legal description of the parcel(s) in question. This Schedule must also contain the names of the parties indicated on page 1 of the Transfer/Deed of Land form;
- A reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s) to which the consent approval relates;
- That any outstanding municipal taxes, local improvement charges and servicing charges be paid to date for both the land to be retained and the lot to be severed and/or transferred inclusive;
- That the applicant be responsible for payment of all costs associated with the application including legal, survey, transfers, and planning consultations.
- Issuance of an entrance permit for the severed lot; and
- Confirmation that the school board has bus service available at this location.
- That any conditions requested by the natural gas pipeline authority are implemented.

**Carried**

**2024-91**

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

That the Council of the Municipality of Powassan concurs with the request in Consent Application B15/POWASSAN/2024 for the creation of a lot on Weiler Line, as per our Planner's recommendation. Following are conditions of consent that are requested:

- The original executed Transfer/Deed of Land form, a duplicate original and one photocopy for our records;
- A Schedule to the Transfer(2)/Deed(s) of Land form on which is set out the entire legal description of the parcel(s) in question. This Schedule must also contain the names of the parties indicated on page 1 of the Transfer/Deed of Land form;
- A reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s) to which the consent approval relates;
- That any outstanding municipal taxes, local improvement charges and servicing charges be paid to date for both the land to be retained and the lot to be severed and/or transferred inclusive;
- That the applicant be responsible for payment of all costs associated with the application including legal, survey, transfers, and planning consultations.
- Issuance of an entrance permit for the severed lot; and
- Confirmation that the school board has bus service available at this location; and
- Confirmation from the North Bay-Mattawa Conservation Authority that there is sufficient space for a private sewage system.

**Carried**

**2024-92**

Moved by: R. Hall                      Seconded by: M. Wand

That the Council of the Municipality of Powassan support the request of the Township of Perry calling upon the Provincial Government to amend Ontario Regulation 391/21: Blue Box so that producers are responsible for the end-of-life management of recycling products from all sources.

**Carried**

**2024-93**

Moved by: M. Wand                      Seconded by: R. Hall

That the Council of the Municipality of Powassan supports the request of the Township of Amaranth calling upon the Province of Ontario to treat all municipalities fairly and provide equivalent representative operation budget funding amounts to all Ontario municipalities.

**Carried**

**2024-94**

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

That Council now adjourns to closed session at 8:00 p.m. to discuss:

- 17.1 Adoption of Closed Session Minutes of March 5, 2024.
- 17.2 Identifiable Individuals – Section 239(2)(b) of the Municipal Act and under Section 9(4)(b) of the Procedural Bylaw – matters regarding an identifiable individual, including municipal or local board employees.
- 17.3 Identifiable Individuals – Section 239(2)(b) of the Municipal Act and under Section 9(4)(b) of the Procedural Bylaw – matters regarding an identifiable individual, including municipal or local board employees.
- 17.4 Land – Section 239(2)(c) of the Municipal Act and under Section 9(4)(c) of the Procedural Bylaw – a proposed or pending acquisition or disposition of land by the Municipality.

**Carried**

**2024-95**

Moved by: L. Patey                      Seconded by: R. Hall  
That Council now reconvenes to regular session at 8:44 p.m.

**Carried**

**2024-96**

Moved by: R. Hall                      Seconded by: M. Wand  
That Council now adjourns at 8:45 p.m.

**Carried**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**Recreation Committee Minutes December 13, 2023, 7:00pm, 250 Clark Street**

**Attendees:** Mallory Slingerland, Mayor Peter McIsaac, Councillor Randy Hall, Gerry Giesler, Jeff Eckensviller, Tonya Eckensviller, Jared Dupuis, Jim Gadsden

**Staff:** Kimberly Bester, Anne Lemelin

**Absent with Regrets:** Kim Lindsay, Penny Desormiers, Kirsten Pedersen, Donald Thompson, Ted Hummel, Brian Eckensviller

**1. Call to Order @ 7:03 p.m.**

*Moved by T. Eckensviller                      Seconded by Randy Hall*

**2. Agenda**

- Adoption of the Agenda of December 13, 2023, with the following additions:
  - 8 (h) New Years Eve Update
  - 10 (a) Recreation Committee Name

*Moved by: T. Eckensviller                      Seconded by: M. Slingerland*

**Carried**

**3. Disclosure of Pecuniary Interest – None**

**4. Minutes**

- Approval of minutes of November 8, 2023

*Moved by: G. Giesler      Seconded by: R. Hall*

**Carried**

**5. Presentations - None**

**6. Correspondence / Discussions**

Mayor McIsaac clarified that the Recreation Committee's mandate is for Recreational programming. He advised that the budget process is now different than it use to be, with budget numbers representing the average of the past 3 years. The Municipal Treasurer is responsible for providing a draft budget to Council.

Committee members can put in requests for specific recreational programming expenditures through municipal staff. The facility manager / facility staff are responsible for providing input regarding repairs, maintenance, etc. of the capital facilities.

The Recreational Committee is no longer directly involved in the budget process.

K. Bester advised that Tyson Hummel has resigned from the Committee.

**7. Facility Manager Updates**

No manager present.

Committee members asked whether a financial update from the Treasurer could be provided at each meeting and whether the Facility manager / arena staff could provide an update on programming/ events.

## **8. Event Updates**

- a) Sip and Savour – M. Slingerland advised that the event probably broke even.
- b) Canoe Regatta – G. Giesler advised that this event hasn't been very successful over the past couple of years.
- c) Fish Derby – no comments.
- d) Trout Creek Playground Improvements – Mayor McIsaac advised that the playground equipment will be installed this year and the cost included for within the budget. J. Eckensviller asked whether a Feasibility Study for the installation was required.
- e) Trails Funding – The committee discussed the following items –
  - Removal of stairs – Mayor McIsaac advised that the existing stairs were removed due to safety concerns. The replacement of the stairs is cost prohibitive due to the requirement for them to be engineered.
  - Switchback Option – this may be an option instead of stairs at this location.
  - G. Giesler has already installed some signage on the Pines trails.
  - The trails could possibly be accessed via a path closer to the water tower.
  - G. Giesler advised that there is still the issue of accessing the trail through private property.
- f) Winter Carnival – additional bartenders will be required. Smart Serve will need to be renewed – this can be done online.
- g) Fednor Funding (Sportsplex/ballfields/ accessibility) – this is currently on hold.
- h) New Year's Eve Update – P. McIsaac advised that the municipality will have a New Year's event at the TCCC (December 31, 2023) with free public skating from 3:30 – 5:30, free hot chocolate and fireworks beginning at 6 pm. Mayor McIsaac also advised that municipal staff have been discussing having a New Year's Eve party at the Trout Creek Community Centre next year (December 31, 2024).

## **9. Outstanding Business**

- a) J. Eckensviller advised that the Contract for the roof contained information about the 15 year warranty through the manufacturer. He suggested speaking to the Architect of Record – Mr. Bertrand regarding this.
- b) Baseball Tournament 2024 – no update
- c) Meeting with Agricultural Societies – no update
- d) 250 Event Updates brought to Recreation Committee meetings – Committee members asked for more communication so that there is no duplication of events on the same dates. It was suggested that the Booster Club contact Kathie Hogan with details about planned events.
- e) Coordinating community events – no update
- f) Advertising under ice at TCCC – It was suggested that a committee member contact the Curling Club, who already has this advertising option in place.

## **10. New Business**

- a) Councillor Hall suggested that a Recreation Committee naming contest must be a means to find a new name for the Committee, unless the consensus is that the current name is fine.

## **11. Community Updates**

Councillor Hall advised that the Trout Creek Lions are hoping to have an ATV rally in the Fall of 2024. Rally participants would run on the trails south of Trout Creek.



G. Giesler advised that there are 5000 eggs in the fish hatchery at the library. Having the hatchery at the library ensures that both elementary schools, along with home schooled children have access. St. Gregory's has indicated an interest in being involved in the March release.

T. Eckensviller advised that the Booster Club is having a Christmas event on Sunday, December 17<sup>th</sup> from 1:30 to 3 pm, with free skating, free hot chocolate, Christmas treats, cooking decorating, face painting and crafts. As well, the Booster Club will provide free hot chocolate to public skating attendees for the month of December.

**12. Next Meeting:** Wednesday, January 10, 2024, at 7p.m. at 250 Clark

**13. Adjournment:** Meeting adjourned at 8:53 p.m.

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Chair

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Deputy Clerk

**Powassan & District Union Public Library**  
**Minutes for Monday, February 26, 2023 – 6:00 p.m.**  
**Board Meeting @ Library**

**In-person:** Tina Martin, Steve Kirkey, Brenda Lennon, Debbie Piper, Laurie Forth, Bernadette Kerr,  
 Leo Patey, Marie Rosset  
**Absent:** Pat Stephens, Valerie Morgan

Item	Action	Responsibility
<b>1. Call to order</b>	6:03 pm	
<b>2. Respect and Acknowledgement Declaration</b>	Declaration read by CEO: We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honour these teachings and accept their value in our quest to combat climate change and to heal our planet.	CEO
<b>3. General Consent Motion: Present the general Consent Motion for February 2024, which includes:</b> a) Approval of February 26, 2024 Agenda b) Approval of Minutes from the January 22, 2023 meetings c) Approval of the December 2023 & January 2024 Library Reports	<b>Motion: 2024-03:</b> That the General Consent Motion for February 2024 be adopted as presented  <b>Moved by: Steve Kirkey</b> <b>Seconded by: Bernadette Kerr</b>	
<b>4. Disclosure of pecuniary interest</b>	None	none

<p><b>5. General Business</b></p> <p>a) Audit Update</p> <p>b) NOHFC – Update</p> <p>c) Upcoming events - Voodoos Partnership</p> <p>d) Fundraising Campaign</p> <p>e) Grants update</p>	<p>Audit of 2023 financials done. Presentation by Jessica Dion of Baker Tilly scheduled for March Board Meeting</p> <p>Not successful – will try applying for same items from the OTF Capital Grant – deadline March 6, 2024</p> <p>Voodoos participated in Raising Readers Program on Feb 22. Peter Goulet, Voodoos coach, held Community Conversation on Feb 22, letting parents know what is involved with having a child in a hockey program. During March Break Voodoo players will participate in skating program with families.</p> <ul style="list-style-type: none"> <li>- Fundraising promotional material ready for distribution.</li> <li>- Board members were asked to deliver to acquaintances.</li> </ul> <ul style="list-style-type: none"> <li>- OTF – successful</li> <li>- PLOG – Received in 2023</li> <li>- Canada Summer Job – application for 2 summer students completed by Laurie Forth</li> <li>- Hydro Grant – appl. completed and submitted.</li> <li>- 2024 – LEAF Grant, submit appl. in September 2024</li> <li>- OTF Capital Grant – will apply for items in NOHFC grant. Need municipal approval from one of three Union Members.</li> <li>- 2024-25 Ontario Seniors Community Grant Program – deadline March 28. Application will be similar as last year minus the bus request.</li> </ul>	<p>Marie</p> <p>Owen, Breya</p> <p>CEO, Breya, Board me</p> <p>Laurie Forth</p> <p>Marie</p> <p>Marie</p>
<p><b>6. Correspondence</b></p>	<p>none</p>	
<p><b>7. Committee Reports</b></p> <p>a) Property Committee</p>	<p>New privacy room – Update</p> <ul style="list-style-type: none"> <li>- Architect from Toronto supplied plans pro-bono.</li> <li>- Project will move forward shortly</li> </ul>	<p>CEO, property committee</p>

<p>b) Financial Committee</p>	<p>2024 Budget – Draft 6 was presented. It was agreed to draw the shortfall from the Library’s reserves, to be repaid in 2025. Nipissing and Chisholm chose to not defer payments until next year. Marie will send out the modified budget with deferred payments for Municipality of Powassan and actual payments for Nipissing and Chisholm.</p>	<p>Council/Board members will present budget to their council</p>
<p>c) Policy Committee</p> <p>- Strategic plan</p>	<p>The 2022-2024 Strategic Plan was presented. Next step – distribute to Councils and include on Website.</p> <p><b>Motion: 2024-04:</b> That the 2024-2026 Powassan &amp; District Union Public Library Strategic Plan be adopted with amendments.</p> <p>Moved by: <b>Laurie Forth</b> Seconded by: <b>Brenda Lennon</b></p>	<p>Marie</p>
<p>- Disclosure of Personal Information Form</p>	<p>- A disclosure of Personal Information was presented</p> <p><b>Motion: 2024-05:</b> That the disclosure of Personal Information be adopted as presented..</p> <p>Moved by: <b>Leo patey</b> Seconded by: <b>Steve Kirkey</b></p>	
<p>d) Friends of the Library</p>	<p>- Elaine Oshell has stepped down from the Friends of the Library to pursue other interests.</p>	
<p>9. Adjournment</p>	<p><b>Motion 2024-06:</b> that the February 26, 2024 meeting be adjourned at 7:30pm <b>Moved by:</b> Debbie Piper</p> <p><b>Result:</b> passed</p>	<p>Next meeting <b>March 18, 2024</b></p>

Chairperson: *Kristine Martin*  
 Kristine Martin, Chair

Secretary: *Marie Rosset*  
 Marie Rosset, CEO

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**The Golden Sunshine Municipal Non-Profit Housing Corporation  
Minutes of the Board of Directors Meeting  
2024- 02**

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Tuesday February 20, 2024

A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday February 20, 2024.

Present: Bernadette Kerr, Mieke Krause, Leo Patey, Tom Piper, Calvin Young & Amber McIsaac, Property Manager.

Regrets: Dave Britton & Nancy McFadden,

1. Call to order

**Resolution No. 2024-08**– Moved by Tom, seconded by Leo that the meeting was called to order at 9:25 am. Carried

2. Additions to Agenda – none

3. Approval of the Agenda

**Resolution No. 2024-09**– Moved by Tom, seconded by Leo that the agenda be adopted as presented.

4. Conflict of Interest Disclosure – Leo Patey, Employer listed on 7.b) January 2024 Transaction Reports

5. Approval of the Minutes from the January 16, 2024 board meeting

**Resolution No. 2024-10**– Moved by Calvin seconded by Tom that the minutes from the board meeting on January 16, 2024 were adopted as presented.

**6. Business arising**

**a) OPHI Project #1**

The board reviewed the Request for Proposal for Architectural drawings for patio upgrades and advised Amber to proceed. Amber will contact municipalities to post on their websites and social media accounts.

**b) Invitation for Tender- Plumbing Service and Maintenance**

The board reviewed the invitation for tender and advised Amber to proceed. Amber will contact municipalities to post on their websites and social media accounts.

**b) Complaint Investigation**

**Resolution No. 2024-11**– Moved by Calvin seconded by Tom that board meeting will move into a closed session at 9:35am.

**Resolution No. 2024-12**– Moved by Calvin seconded by Tom that board meeting will move out of closed session at 9:56am.

**7. Correspondences**

**a) Managers Report**

Save on Energy- energy affordability project will deliver 11 new fridges on February 27, 2024 and remove and dispose of the older fridges in the same day. The GSMNP received 21 drying racks and they distributed them to each apartment that wanted one. Tenants were advised that they are property of the GSMNP and will remain with the apartment should they move out. All spare drying racks are being stored for future tenants who may wish to have one.

**b) Financials**

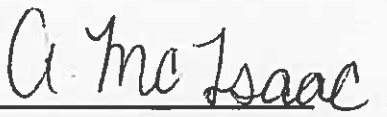
**Resolution No. 2024-13** Moved by Tom, seconded by Mieke that the board approves the January 2024 Transaction Report as presented. Carried

**Resolution No. 2024-14** Moved by Leo, seconded by Calvin that the board approves the January 2024 Income Statement as presented. Carried

**8. Next Board Meeting – March 19, 2024**

**9. Adjournment - Resolution No. 2024-15**– Moved by Leo, seconded by Kal that the board meeting be adjourned at 10:05 am. Carried

  
\_\_\_\_\_  
President, Bernadette Kerr

  
\_\_\_\_\_  
Property Manager, Amber McIsaac

To: Council  
From: Clerk, A. Quinn  
Re: Project Updates  
Date: March 28, 2024

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**RECOMMENDATION:**

That the memo from Clerk A. Quinn be received for information purposes.

**ANALYSIS:**

Below is a list of projects that have been ongoing along with updates on those items:

1. Gazebo at Memorial Park – Upon inspection of the gazebo it was found to be in poor condition and unsafe for use. The gazebo has now been taken down. Staff are looking into both temporary and long-term ways to replace the gazebo in a cost-effective manner.
2. Fence along the road at the Trout Creek Community Centre – this fence was falling over and was a hazard. It has now been removed, and there are no plans to replace the fencing at this time. Staff discussed replacing the fence with trees, but after discussion with an arborist who viewed the area, the trees would not last as they would be too close to the road.
3. Shed at Trout Creek Community Centre – a shed that was housing sports equipment by the field has been removed as it was in need of repairs but also no longer needed for the equipment.

To: Council  
From: Treasurer/Director of Corporate Services  
Re: 2024 Municipal Budget

**RECOMMENDATION:**

Received for information purposes.

**ANALYSIS:**

Attached is a copy of the final versions of the 2024 draft municipal and water/sewer budgets.

As stipulated by resolution at the special budget meeting of March 19, 2024, the residential tax rate has risen 7.25% from the year prior. With the exception of a small increase in the Councillor Salaries account (10-10-61000) due to proposed changes in the Councillor Remuneration By-law, the remainder of the 1.05% increase from the prior version of the budget has been allocated as a Transfer to Working Capital Reserves (10-10-61710). The remainder of the budget remains as previously shown.

Note that, with this proposed transfer to Working Capital reserve, the forecasted 2024 year-end balance of the Working Capital Reserve is \$329,199, or 21.4% of the target balance. Put differently, this represents approximately 19.5 days of operating expenditures; well below the 3-month target, but a substantial improvement from the 0.3 days held in working capital reserves at the end of 2022.

With this tax rate increase, the average household will pay \$2,659.00 in property taxes, an increase of approximately \$180.00 from 2023. For illustrative purposes, the funds from the average tax bill are allocated as follows:

	<i>School Board Taxes</i>	\$ 291.00	
	<i>OPP</i>	201.07	
	<i>DSSAB</i>	68.29	
	<i>Eastholme</i>	54.40	
	<i>Land Ambulance</i>	51.92	
	<i>NB/PS Health Unit</i>	47.44	
	<i>MPAC</i>	23.28	
	<i>North Bay Hospital</i>	15.98	
Total External Levies.....			\$ 753.38
Public Works.....			562.99
General Government.....			271.40
Debt Repayments.....			270.14
Recreation.....			202.05
Fire Department.....			115.56
Capital Projects.....			110.43
Waste Services.....			108.90
Protection Services- Other.....			88.44
250 Clark Street.....			50.79
Transfers to Reserve.....			47.99
Library.....			47.49
Health Services- Other.....			19.51
Planning Services.....			9.93
<b>TOTAL</b>			<b>\$ 2,659.00</b>



Also included in this agenda is a copy of the Water and Sewer budget for adoption, reflecting a 2.0% rate increase.

Finally, attached is a report which Council is required to adopt in advance of approving the budget as per O. Reg. 284/09. More detail is provided in that report, however at a high level the purpose of this is to illustrate the differences between the budget as prepared typically, and that if it were prepared in full compliance with PSAB standards. Note too that this report represents the combined figures for the General and Water and Sewer budgets.

**The Corporation of the Municipality of Powassan  
Municipal Act, 2001 Ontario Regulation 284/09  
2024 Budget**

Commencing in 2009, significant changes were made to Public Sector Accounting Board ("PSAB") rules that govern the preparation of municipal financial statements. Although municipalities were required to adopt these rules for financial statement purposes, *for a transition period*, they have been allowed to follow their historical "modified accrual accounting" procedures for budget purposes. The most significant differences between the two accounting methods relate to the treatment of tangible capital assets, the treatment of debt and other long-term liabilities and accounting for reserves/reserve funds.

Under a modified accrual accounting method of budgeting, tangible capital asset purchases are recorded as expenditures for which revenue must be raised in the year of purchase; under a PSAB-based method of budgeting, the budgeted expense would equal the annual amortization of all existing tangible capital assets (purchase price divided by the number of years an asset is expected to be useful). Under modified accrual accounting budgeting, increases in debt and transfers from reserves are recorded as revenue for budgeting purposes (and conversely, debt repayment and transfers to reserves are recorded as expenditures). Under PSAB accounting, debt and reserve transactions would not be recorded as revenue or expense in the budget.

In light of the new PSAB standards, the Municipal Act, 2001 was amended and a regulation passed to address the changes. Ontario Regulation 284/09 states that a municipality may currently (during the transition period, the length of which has not been publicized) exclude amortization expenses, post-employment benefit expenses and solid waste landfill closure and post-closure expenses from the budgeted amounts for which revenue must be raised. However if excluded, the regulation requires councils to adopt annual reports that show the impact of not fully covering these estimated expenses.

The anticipated effect of the 2024 budget of the Municipality on the overall accumulated surplus is shown below. This illustrates the difference between setting a balanced budget on a modified accrual basis and one set on a PSAB accounting rule basis.

**1. Expenses Excluded from the Budget: Estimated Impact on the Accumulated Surplus**

Per PSAB accounting rules, the following estimated expenses will be recorded in 2024. These expenses have been excluded from the 2024 budget:

Description	Estimated Expense	Basis of Estimate
Amortization expense	1,085,592	2024 amortization of existing assets plus 1/2 year amortization of budgeted asset additions
Solid waste landfill closure and post-closure expenses	15,180	Assuming 5% inflationary increase and no change in the underlying assumptions.
<b>Total excluded expenses</b>	<b>1,100,772</b>	

It is estimated that the actual surplus recorded for PSAB accounting purposes will be reduced by \$1,100,772 as a result of amortization and accrued landfill closure costs.

**2. Other Budget Deviations from PSAB Accounting**

Offsetting the excluded expenses noted above, the following additional non-PSAB revenue and expense items have been included in the 2024 budget. These will not be recorded as revenue/expense for PSAB reporting purposes.

Description	Estimated Impact on Surplus	Comments
Deficit carried forward from prior year - Powassan	-	Elimination of prior-year budgeted Powassan deficit
Capital acquisitions	1,650,775	Excludes items not likely to be capitalized in the year.
Transfers to reserves	162,532	Total budgeted transfers to reserve for operating and capital purposes
Transfers from reserves	(265,639)	Budgeted transfers from reserves in the year. Transfers from OCIF and gas tax obligatory reserves are revenue under PSAB accounting rules so are not included here
Net long-term debt transactions	549,931	New loan proceeds net of loan and tangible capital lease repayments
<b>Total non-PSAB net expenditures included in the 2024 budget</b>	<b>2,097,599</b>	

**3. Net Effect of Budget Deviations from PSAB Accounting - Impact on Surplus and Future Tangible Capital Asset Funding**

The following table provides a summary of the effect of the items outlined in sections 1 and 2 above on the Municipality's surplus:

Surplus Component Description	Anticipated Increase (Decrease) in Year	Comments
Regular budget surplus	0	Elimination of prior-year budgeted operating surplus
Net book value of tangible capital assets	565,183	Capital acquisitions in excess of amortization expense
Reserves	(103,107)	Transfers from reserves in excess of transfers to reserves
Unfunded landfill closure and post-closure costs	(15,180)	Anticipated increase in liability for the year
Unfunded municipal debt	549,931	Anticipated decrease for the year
<b>Overall anticipated change in surplus</b>	<b>986,603</b>	

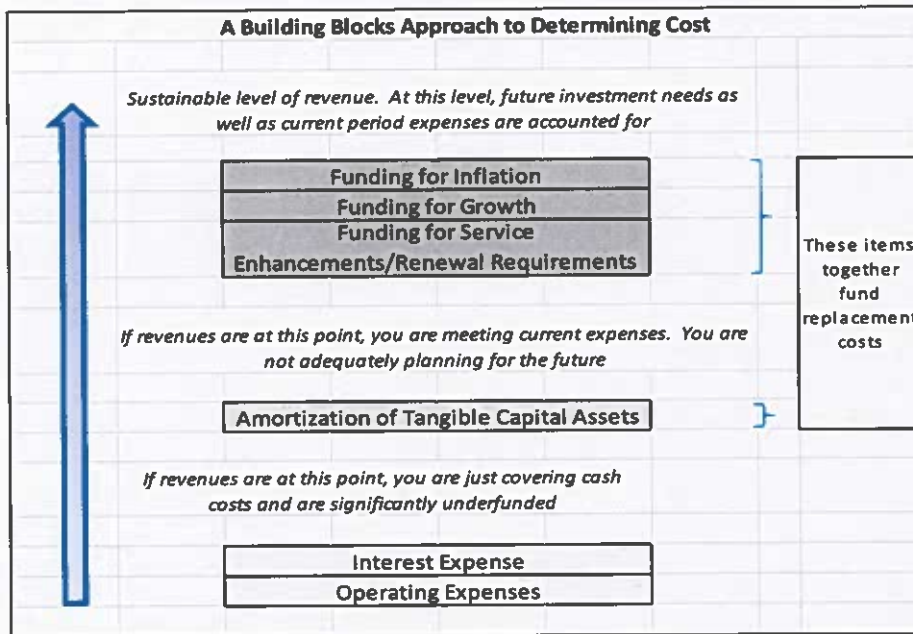
The above analysis shows that in 2024 the Municipality should anticipate an increase in its overall surplus of approximately:  
987,000

**Funds Available to Finance Past, Present and Future Capital Expenditures**

The annual amortization of the Municipality's assets is a conservative estimate of a sustainable level of capital asset funding. The weaknesses of using amortization as an indicator of appropriate capital funding include:

- a) Assets that are fully amortized are excluded from the calculation.
- b) Amortization is based on the historical cost of tangible capital assets and not replacement costs, which in most cases would be significantly higher due to inflation.

This idea is depicted in the following funding level summary, adapted from the Province's Building Together Guide. In a more comprehensive view of sustainability, a municipality's funding levels would be sufficient to cover not only current amortization, but also, would take price increases and service level changes into account.



The Municipality's estimated 2024 amortization expense is \$1,085,592. This can be compared to the Municipality's current level of permanent/predictable annual funding for capital asset purchases of \$770,435, as detailed below:

a) net operating income generated by the 2024 budget	356,444
b) approximate annual gas tax funding	210,397
c) approximate annual OCIF funding	100,000
d) approximate annual NORDS funding	103,594
	<b>770,435</b>

The Municipality is generating approximately 71% of the predictable funding required to cover the current amortization of historical costs. However, it is important to consider that this figure excludes those costs for fully amortized assets, and that replacement value is substantially higher than historical cost. This indicates that if the Municipality is to move towards sustainable investment in tangible capital assets, through the taxation and fee policies adopted in the annual budgets, a sustained effort to increase funds available to finance capital expenditures must be made.

To: Council  
From: Clerk, A. Quinn  
Re: OPP Detachment Board (Police Services Board)  
Date: March 29, 2024

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**RECOMMENDATION:**

That Council appoint Councillor Wand as the Member of Council representative on the new OPP North Bay Detachment, Board 3, and that Council appoint a member from the public to the same board at the next Regular Meeting of Council.

**ANALYSIS:**

New legislation stipulates that the Municipality of Powassan must appoint two members to the Ontario Provincial Police (OPP) Local Service Board; one member of Council and one member of the public, under the Community Safety and Policing Act.

The Municipality of Powassan will take on the administration associated with the Police Service Board.

The Community Safety and Policing Act, 2019 comes into force on April 1, 2024. As part of this change, the Municipality will be assigned two seats on the new North Bay Detachment, Board 3 that is to be shared with two representatives from the Township of Nipissing and two representatives from the Municipality of Powassan. There will also be two provincial appointees.

The two seats are to be made up of one member of Council and one member of the public who resides or pays taxes in the municipality that they represent. Notice was put out that the Municipality is recruiting a member from the public. The individual will be appointed by resolution at the next regular meeting of Council.

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**

**BYLAW NO. 2024-06**

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Being a Bylaw to set tax ratios for municipal purposes for the year 2024

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**WHEREAS** it is necessary for the Council of the Corporation of the Municipality of Powassan pursuant to the Municipal Act, 2001, (S.O. 2001, c. 25) section 308, to establish the tax ratios for 2024 for the Corporation of the Municipality of Powassan;

**AND WHEREAS** the tax ratios determine the relative amount of taxation to be borne by each property class;

**AND WHEREAS** the property classes have been prescribed by the Minister of Finance under the Assessment Act R.S.O. 1990 ch 31, as amended and regulations thereto.

**AND WHEREAS** Regulation 385/98 states that Revenue Neutral Ratios are not permitted for 2024 due to the reassessment deferral, the Transition Ratios for 2020 will be used;

**NOW THEREFORE** the Council of the Municipality of Powassan hereby enact as follows:

1.

<b>Class</b>	<b>Tax Ratios</b>
Residential	1.000000
Multi-Residential	1.964129
Commercial – Occupied	1.454395
Commercial – Vacant	1.018077
Commercial- Excess land	1.018077
Industrial – Occupied	1.750069
Industrial – Vacant/excess	1.137545
Large Industrial	2.230413
Large Industrial-Excess	1.449768
Pipelines	1.037396
Farm	0.250000
Managed Forest	0.250000
Landfills	2.151187
New Multi-Residential	1.000000

2. That this Bylaw shall come into force upon adoption.

**READ** a **FIRST** and **SECOND** time and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council the 2<sup>nd</sup> day of April 2024, for the immediate wellbeing of the Municipality.

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MAYOR

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CLERK

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**

**BYLAW NO. 2024-07**

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Being a Bylaw to adopt the 2024 Municipal Budget

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**WHEREAS** it is necessary for the Council of the Corporation of the Municipality of Powassan pursuant to the Municipal Act, 2001, (S.O. 2001, c. 25) section 290 to prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality.

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Powassan hereby enacts as follows:

1. That the attached 2024 Municipal Budget (Appendix "A") be adopted.
2. That this Bylaw shall come into force and effect on the date of passing.

**READ a FIRST and SECOND** time and considered **READ a THIRD and FINAL** time and adopted as such in open Council the 2<sup>nd</sup> day of April 2024, for the immediate wellbeing of the Municipality.

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MAYOR

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CLERK

ACCOUNT	DESCRIPTION	2023 BUDGET	2023 YTD (PRE-AUDIT)	2024 DRAFT BUDGET	NOTES
<b>TAXATION REVENUE</b>					
10-10-51000	Residential & Farm Taxes	(4,055,920)	(4,109,768)	(4,442,879)	
10-10-51010	Commercial & Industrial Taxes	-	-	-	
10-10-51030	Railway	(6,856)	(6,856)	(6,856)	
10-10-51160	Grants in Lieu - Power Dams	(50,652)	(50,652)	(50,652)	
<b>Total Taxation Revenues</b>		<b>(4,113,428)</b>	<b>(4,167,276)</b>	<b>(4,500,387)</b>	
<b>Operating Grant Revenue</b>					
10-10-51950	Province of Ontario	-	-	-	
10-10-52020	Province of Ontario - OMPF	(1,051,600)	(1,051,600)	(1,033,300)	
10-10-52025	Federal Grants	-	-	-	
10-10-52035	Grants, Donations, Fundraising	(1,000)	(489)	(1,000)	
<b>Total Operating Grant Revenues</b>		<b>(1,052,600)</b>	<b>(1,052,089)</b>	<b>(1,034,300)</b>	
<b>Licenses</b>					
10-50-53000	Animal Licenses	(1,100)	(1,300)	(1,200)	3-year average
10-10-53010	Lottery Licenses	(3,000)	(2,849)	(2,900)	3-year average
10-10-53015	Marriage Licencing & Officiating Rev.	(13,000)	(10,917)	(14,900)	3-year average
<b>Total Licenses</b>		<b>(17,100)</b>	<b>(15,066)</b>	<b>(19,000)</b>	
<b>Service Charges</b>					
10-45-53500	Interest & Tax Penalties	(74,400)	(95,045)	(62,100)	Average of 12.8% of prior year arrears collected as interest
10-45-53510	NSF Cheque Fees	(200)	(390)	(300)	
10-45-53520	Interest Earned	(25,000)	(66,127)	(45,600)	Interest on bank accounts
10-10-53530	Eides Interest Earned-Ministry of Health Fund	(162)	(162)	-	loan repaid in 2023
10-50-53550	Provincial Offences	-	(1,400)	-	
10-50-53560	Policing Detachment Revenues	(10,000)	(8,464)	(10,000)	pending notification
10-50-53655	Parking Tickets/Court Fees	(500)	-	(500)	
<b>Total Service Charges</b>		<b>(110,262)</b>	<b>(171,588)</b>	<b>(118,500)</b>	
<b>General Government</b>					
10-10-54000	Administration Funds	(16,000)	(26,661)	(11,600)	MFIPPA requests, tax sale fees, other misc
10-65-57700	Municipal Logo Merchandise	(200)	(647)	(200)	logo merchandise/bags
10-10-54010	Tax Certificates	(4,200)	(3,550)	(4,400)	3-year average
10-10-54030	Photocopies & Faxes & Oaths	(1,600)	(2,643)	(2,100)	3-year average
<b>Total General Government</b>		<b>(22,000)</b>	<b>(33,501)</b>	<b>(18,300)</b>	
<b>250 Clark Street</b>					
10-12-57040	250 Clark-Sponsorships and Donations	(2,500)	(3,120)	(2,500)	
10-12-57041	250 Clark-Space/Room Rental	(20,800)	(26,598)	(26,500)	planning bd, agilis, EMS, other
10-12-57042	250 Clark-Program and Event Revenue	(25,000)	(54,675)	(35,000)	
10-12-57045	Fitness Centre @ 250 Clark	(35,000)	(42,996)	(38,900)	3-year average
10-12-57580	GAP Program Revenue	(28,800)	(27,020)	(28,800)	
<b>Total 250 Clark</b>		<b>(112,100)</b>	<b>(154,409)</b>	<b>(131,700)</b>	
<b>Protection to Persons and Property</b>					
10-15-53030	Fire - Fees	(11,600)	(10,834)	(11,200)	3-year average
10-15-55040	Fire- MTO Calls	(9,800)	(29,510)	(12,800)	3-year average
10-15-55030	Fire- Letters and Inspections	(500)	(227)	(500)	3-year average
10-45-54550	911 Service	(800)	(240)	(700)	3-year average
10-15-54600	Nipissing Twp -fire agreement	(600)	(600)	(600)	
<b>Total Protection Services</b>		<b>(23,300)</b>	<b>(41,412)</b>	<b>(25,800)</b>	
<b>Building</b>					
10-45-55000	Building Permits	(70,000)	(44,246)	(50,000)	per CBO estimate
10-45-55010	Building - Zoning Letters	(2,000)	(730)	(1,100)	3-year average
10-45-55020	Building - Work Orders	(1,200)	(1,819)	(1,300)	3-year average
<b>Total Building</b>		<b>(73,200)</b>	<b>(46,795)</b>	<b>(52,400)</b>	
<b>Transportation</b>					
10-20-55500	Transportation	(23,000)	(40,708)	(27,800)	aggregate pmt, misc
<b>Total Transportation</b>		<b>(23,000)</b>	<b>(40,708)</b>	<b>(27,800)</b>	
<b>Environment</b>					
10-25-56200	Enviro-Lift Charges	(25,100)	(19,151)	(20,800)	3-year average
10-25-56210	Enviro-Blue Boxes	(50)	-	-	
10-25-56220	Enviro - Tags	(1,100)	(1,648)	(1,400)	3-year average
10-25-56230	Enviro - Gate Receipts	(36,900)	(48,872)	(40,800)	3-year average
10-25-56240	Enviro - Billings	(65,600)	(121,637)	(102,900)	3-year average
10-25-56260	WDO Rebates	(52,000)	(61,014)	(62,400)	Per RPRA allocation notice
10-25-56268	Electronic Stewardship Rebates	(1,000)	(791)	(1,000)	
<b>Total Environment</b>		<b>(181,750)</b>	<b>(253,109)</b>	<b>(229,300)</b>	
<b>Health Services</b>					
10-60-56500	Medical Centre Rent	(18,000)	(15,375)	(16,500)	
<b>Total Health Services</b>		<b>(18,000)</b>	<b>(15,375)</b>	<b>(16,500)</b>	
<b>Cemetery</b>					



ACCOUNT	DESCRIPTION	2023 BUDGET	2023 YTD (PRE-AUDIT)	2024 DRAFT BUDGET	NOTES
10-85-56530	Cemetery - Service Revenue	(21,200)	(20,563)	(20,700)	3-year average
10-85-56540	Cemetery - Interest Income - C&M	(3,800)	(9,200)	(6,000)	
<b>Total Cemetery</b>		<b>(25,000)</b>	<b>(29,764)</b>	<b>(26,700)</b>	
	<b>Social &amp; Family Services</b>				
10-65-57020	Trout Creek Seniors Hall	(1)	-	(1)	
10-65-57030	Legion-Revenue	(1)	-	(1)	
<b>Total Social &amp; Family Services</b>		<b>(2)</b>	<b>-</b>	<b>(2)</b>	
	<b>Recreation and Cultural Services</b>				
10-55-52000	Province of Ontario - Recreation	-	(4,404)	-	
10-55-57490	Recreation Activities	(20,000)	(21,978)	(20,000)	soccer, tball, golf
10-55-57500	Park Rentals	-	(1,242)	(750)	
10-55-57510	Pool Revenue	(16,500)	(6,596)	(13,500)	
10-55-57550	Maple Syrup Festival	(17,100)	(35,738)	(34,800)	per amended draft budget
10-55-57570	Donations	(5,000)	(6,300)	(5,000)	
<b>Total Recreation &amp; Cultural Services</b>		<b>(58,600)</b>	<b>(76,258)</b>	<b>(74,050)</b>	
	<b>Trout Creek Community Centre</b>				
10-75-53700	Ice Rentals	(44,000)	(53,744)	(52,000)	
10-75-53710	Hall Rentals	(3,100)	(12,339)	(3,900)	dog show not returning
10-75-53740	Canteen Proceeds-Downstairs	(400)	(500)	(500)	rent
10-75-53750	Sign Rentals	(2,700)	(2,400)	(2,600)	
10-75-53810	Socials Revenue	(3,000)	(30,551)	(27,000)	TC carnival
10-75-53815	Bar Revenues	(5,000)	(6,024)	(5,000)	
<b>Total TCCC Revenues</b>		<b>(58,200)</b>	<b>(105,557)</b>	<b>(91,000)</b>	
	<b>Sportsplex</b>				
10-80-53700	Ice Rentals	(130,000)	(190,083)	(155,000)	
10-80-53710	Hall Rentals	(500)	(1,342)	(1,000)	
10-80-53750	Sign Rentals	-	-	-	
10-80-53720	Booth Rental	(2,500)	(2,478)	(2,500)	current lease \$400/month
10-80-53850	Curling Club	(19,500)	(17,663)	(19,500)	full year rent
10-80-53856	Donations	(1,000)	-	(1,000)	
10-80-53786	Bar Revenue-Sportsplex	(11,900)	(21,798)	(14,800)	
<b>Total Sportsplex Revenues</b>		<b>(165,400)</b>	<b>(233,365)</b>	<b>(193,800)</b>	
	<b>Planning &amp; Economic Development</b>				
10-70-58000	Planning Fees	(10,000)	(5,452)	(5,000)	
<b>Total Planning and Economic Development</b>		<b>(10,000)</b>	<b>(5,452)</b>	<b>(5,000)</b>	
<b>Total Non-Tax Operating Revenues</b>		<b>(1,950,514)</b>	<b>(2,274,450)</b>	<b>(2,064,152)</b>	
<b>TOTAL OPERATING REVENUES</b>		<b>(6,063,942)</b>	<b>(6,441,726)</b>	<b>(6,564,539)</b>	
	<b>General Government</b>				
10-10-61000	Council Salaries	41,250	40,534	46,650	
10-10-61020	Council - Other Expenses	5,300	5,023	5,100	mileage, courses, conference, etc
10-10-61030	Donations	2,500	800	2,500	
10-10-61050	Advertising	5,000	1,913	5,000	
10-10-61500	Administration Salaries	494,300	438,882	406,300	
10-10-61510	Admin-Benefits	33,100	33,482	33,500	
10-10-61520	Admin-RRSP/OMERS	45,100	36,770	37,500	
10-10-61530	Admin-Convention, Training	5,700	6,734	9,400	
10-10-61540	Admin-Office Supplies, Copies	12,400	10,304	11,800	
10-10-61545	Marriage Licencing & Officiating Exp.	4,500	1,920	4,800	cost of marriage licence forms
10-10-61550	Admin-Telephones, cells, internet	5,600	4,733	4,300	cell phones and internet
10-10-61560	Admin-Audit & Legal	36,900	47,161	41,800	3-year average
10-10-61570	Admin-Computers	85,800	92,507	87,100	IT support, licencing fees
10-10-61600	Admin-Postage/Courier/Copier	25,000	25,608	25,000	
10-10-61610	Admin-Heat & Hydro	9,200	6,304	15,500	reallocation of natural gas costs
10-10-61640	Admin-Office & Equipment Maintenance	2,000	795	2,000	
10-10-61650	Admin-Insurance	15,500	16,090	17,600	
10-10-61660	Admin-Bank Charges & Interest	10,000	9,601	10,000	
10-10-61670	Admin-Financial - Taxes Written Off	7,850	63,318	11,800	Taxes on municipally-owned properties
10-10-61675	Uncollectable Debt	2,000	-	2,000	
10-10-61690	MPAC	53,754	53,754	54,411	per levy notification
10-10-61730	Memberships & Association Dues	6,200	4,834	5,800	AMCTO, AMO, MFOA, etc.
10-10-68410	B.I.A. - Material/Supplies	3,100	2,547	4,200	
<b>Total General Government Expenses</b>		<b>912,054</b>	<b>903,414</b>	<b>844,061</b>	
	<b>250 Clark</b>				
10-12-61500	250 Clark-Labour	96,500	94,950	87,900	
10-12-61525	250 Clark-Janitorial Expense	12,500	9,719	12,300	
10-12-61641	250 Clark-Building Maintenance	25,000	19,207	25,000	
10-12-61650	250 Clark-Insurance	23,200	24,058	26,300	
10-12-61753	250 Clark-Utilities	38,900	39,430	36,800	
10-12-61754	250 Clark- Program Expenses	25,000	37,107	30,000	
10-12-61755	250 Clark-Sponsored Program Expenses	1,000	215	1,000	
10-12-61757	Fitness Centre @ 250 Clark Expense	4,800	4,396	4,900	

ACCOUNT	DESCRIPTION	2023 BUDGET	2023 YTD (PRE-AUDIT)	2024 DRAFT BUDGET	NOTES
10-12-67510	GAP Program Labour	23,300	20,187	23,200	
10-12-67520	GAP Program Expense	2,500	1,586	3,000	
<b>Total 250 Clark Expenses</b>		<b>252,700</b>	<b>250,853</b>	<b>250,400</b>	
<b>Fire Department</b>					
10-15-61500	Fire Wages	73,100	75,760	82,900	per detailed calculation
10-15-62000	Fire Dept. - Answering Service	4,400	4,081	3,400	
10-15-62010	Fire Dept. - Maintenance	56,500	57,306	60,300	
10-15-62020	Fire Department - Insurance	31,600	31,111	33,950	
10-15-62030	Fire Dept. - Trucks	12,000	17,801	15,000	fuel, repairs, licenses etc.
10-15-62040	Fire Dept. - Equipment	11,600	12,857	21,100	bunker gear, gloves, coveralls, lights, nozzles, foam
10-15-62050	Fire Dept.- Gravity/Wardens	50,000	50,001	51,250	
10-15-62060	Fire Prevention	3,000	2,964	3,000	
10-15-62061	Fire Dept- Training	15,000	8,752	10,000	
10-15-62064	Fire hydrants & Maintenance	15,000	51	15,000	replace 3 hydrants
<b>Total Fire Department Expenses</b>		<b>272,200</b>	<b>260,683</b>	<b>295,900</b>	
<b>Protection to Persons and Property</b>					
10-50-62500	Policing - OPP	481,030	481,032	469,959	per levy notification
10-50-62510	Police Services Board	2,000	9,278	2,000	
10-50-62555	911 and Signage	1,000	320	1,000	
10-50-61500	Emergency Management- CEMC	102,800	103,281	109,800	per detailed calculation
10-50-62600	Animal Control	5,000	5,105	5,500	
10-50-62585	By-Law/Property Standards Expense	2,000	5,985	3,000	
10-45-62700	Building Inspector	125,600	128,763	130,900	per detailed calculation
10-45-62710	Building Inspector - Mat/Supplies	4,600	2,815	5,400	training & conferences, forms, etc
10-45-62715	CBO/Office Vehicle Expense	3,000	3,750	2,000	cbo/office vehicle-gas, maintenance
<b>Total Protection Expenses</b>		<b>727,030</b>	<b>740,330</b>	<b>729,559</b>	
<b>Transportation Services</b>					
10-20-63000	Street Lighting-Labour/Cont.Serv.	39,800	39,606	40,850	contract price
10-20-63010	Street Lighting - Mat/Supplies	6,500	4,152	5,200	
10-20-63020	Street Lighting - Power	16,700	16,157	16,800	inflationary increase over actuals
10-20-63040	Public Works - Training & Development	15,000	10,735	15,000	incl health & safety training, driver training, OGRA, CRS
10-20-61500	Public Works - Labour Expenses	667,900	624,530	681,800	per detailed calculation
10-20-63060	Public Works - Mat/Supplies	68,850	76,776	74,100	insurance, other miscellaneous
10-20-63062	Public Works Buildings Utilities	16,800	18,771	19,600	inflationary increase over actuals
10-20-63065	Public Works Admin. Mat/Supplies	8,700	6,021	5,800	
10-20-63070	Public Works-Health and Safety supplies	5,000	3,633	5,000	
10-20-63075	Public Works- Fuel	121,900	92,025	107,600	
10-20-63110	Sidewalks - Mat/Supplies	15,000	138	5,000	maintenance & rehabilitation
10-20-63210	Bridges & Culverts - Mat/Supplies	17,000	16,541	54,700	replacement of culverts 15k, beaver trapping 2k, OSIM 37,700
10-20-63230	Brushing - Materials/Supplies	17,000	17,611	19,000	roadside mowing 8k, brushing 11k
10-20-63270	Roadside Maintenance - Mat/Supplies	22,500	8,104	23,500	ditching, signage, other
10-20-63320	Hardtop Maintenance - Mat/Supplies	55,000	53,977	59,000	cold patching 24k, sweeping 35k
10-20-63370	Loose Top Maintenance-Mat/Supplies	114,400	102,827	106,500	dust control
10-20-63420	Winter Control - Mat/Supplies	99,100	66,957	100,100	salt, sand, plowing
10-20-63470	Safety Devices/CN - Mat/Supplies	18,150	40,692	29,000	reg monthly fees
10-20-63520	2011 Freightliner - Mat/Supplies	14,000	13,006	14,500	
10-20-63540	2015 GMC 4X4 Truck -mat /supplies	3,500	2,052	6,100	needs new tires (~\$2,000)
10-20-63560	2013 Freightliner Truck - Mat/Supp	21,000	22,157	18,900	
10-20-63580	2019 3/4 ton GMC-Mat/supp	1,500	1,997	2,500	
10-20-63600	2015 GMC Truck - Mat/Supp	3,000	4,855	3,500	
10-20-63626	Backhoe-CAT 420-material/supplies	10,000	4,136	16,000	needs new forks (~\$5k), tires (~\$7k)
10-20-63640	96 Backhoe - Materials/Supplies	2,500	1,256	2,000	
10-20-63660	22 Grader - Mat/Supplies	10,000	6,154	10,000	
10-20-63700	Steamer - Materials/Supplies	2,000	-	1,500	
10-20-63710	Trackless - New - Material/Supplies	-	-	3,000	
10-20-63720	Trackless - sidewalk sander- Mat/Supplies	5,300	3,777	5,000	
10-20-63740	Lawn Equipment - Material/Supplies	3,000	4,469	5,000	needs new tires (~\$2,000)
10-20-63760	Other Equipment - Mat/Supplies	3,000	660	3,000	
10-20-63780	2014 Freightliner - Mat/Supplies	18,000	17,403	18,500	
10-20-63820	Downtown - Materials/Supplies	1,000	-	1,000	flower baskets, signs
10-50-63900	Crossing Guard - Labour / Benefits	4,750	4,959	4,900	
<b>Total Transportation Services</b>		<b>1,427,850</b>	<b>1,286,135</b>	<b>1,483,950</b>	
<b>Environmental Services</b>					
10-50-64730	NB Mattawa Conservation Levy	360	397	422	per levy notification
10-25-64810	Garbage Collection - Mat/Supplies	2,000	1,761	2,000	
10-25-64830	Garbage Vehicle Expense	21,000	16,076	17,700	
10-25-64910	Landfill Site - Material/Supplies	46,500	42,008	57,000	grinding, cover material, glass bin
10-25-64920	Landfill Site Equipment Expenses	30,800	21,845	31,800	compactor costs (\$600/week)
10-20-63620	710 Backhoe - Material/Supplies	15,000	18,238	10,000	2023 included hydraulic repairs (10k)
10-25-64930	Hazardous Waste	2,500	2,492	5,525	per levy notification
10-25-64940	Recycling Program	123,600	146,640	141,600	approx \$11,800 per month
10-25-64965	Landfill Site Maintenance as per C of A	79,400	68,309	77,500	Knight Piesold, SGS
<b>Total Environmental Services</b>		<b>321,160</b>	<b>317,765</b>	<b>343,547</b>	

ACCOUNT	DESCRIPTION	2023 BUDGET	2023 YTD (PRE-AUDIT)	2024 DRAFT BUDGET	NOTES
	<b>Health Services</b>				
10-60-65000	Health Unit	107,686	107,686	110,919	per levy notification
10-60-65220	Land - Ambulance	116,989	116,989	121,359	per levy notification
10-70-68045	Medical Centre -Powassan Town Square	77,300	82,605	75,900	
10-60-65350	North Bay Regional Health Centre	37,359	37,359	37,359	
10-85-65110	Cemetery - Service Materials-Interment	5,700	8,120	7,900	
10-85-65130	Cemetery- Maintenance Material	3,000	1,823	5,000	tree removal, headstone maint.
	<b>Total Health Services</b>	<b>348,034</b>	<b>354,582</b>	<b>358,437</b>	
	<b>Social &amp; Family Services</b>				
10-60-66100	District Social Services DSSAB	152,011	152,011	159,612	per levy notification
10-60-66200	Eastholme - Levy	122,581	122,581	127,101	per levy notification
	<b>Total Social &amp; Family Services</b>	<b>274,592</b>	<b>274,592</b>	<b>286,713</b>	
	<b>Recreation &amp; Cultural Services</b>				
10-55-67005	Playground Inspection Expense	500	-	500	
10-55-67010	Parks - Material/Supplies	9,000	14,936	15,200	
10-55-67020	Parks - Canada Day	-	4,404	5,000	
10-55-67030	Playground Equipment	2,000	-	3,000	swing seats, sand for Glendale
10-55-67100	Pool - Labour	33,500	22,669	33,500	
10-55-67110	Pool - Material and Supplies	15,000	12,191	15,000	
10-55-67112	Pool Utilities	12,000	8,277	12,000	phone, hydro, gas, water/sewer
10-55-67115	Pool Chemicals	8,000	1,172	5,000	
10-55-67210	Outdoor Rink - Materials/Supplies	2,000	-	1,000	
10-55-67310	Beach - Material/Supplies	3,000	19	1,000	
10-55-67410	S.H.C.C. Materials/Supplies	6,600	6,590	6,700	misc costs
10-55-67500	Recreation - Fund Raising	500	146	500	
10-55-67610	Recreation - General Exp.- Mat/Supplies	2,000	3,358	500	
10-55-67650	Recreation Buildings- Repair & Maint	3,000	-	3,000	
10-55-67920	Recreation-Activities Expenses	10,200	11,878	17,600	soccer, tbali, golf, new years
10-65-66030	TC Seniors Hall	8,500	8,589	2,600	misc costs (2023 incl floor repairs)
10-55-61055	Maple Syrup Festival expenses	17,100	15,181	26,200	per draft budget
10-65-67800	Library Levy	103,388	103,388	111,000	per draft budget
10-65-67680	Legion Building Labour/Mat/Supplies	23,900	25,208	25,900	insurance, gas, hydro
10-65-61725	Municipal Logo Merchandise expense	500	-	1,000	
	<b>Total Recreation &amp; Cultural Services</b>	<b>280,688</b>	<b>238,008</b>	<b>286,200</b>	
	<b>Trout Creek Community Centre</b>				
10-75-61500	TCCC Salaries	-	-	-	budgeted with Sportsplex
10-75-61800	Supplies	3,000	4,311	4,000	
10-75-61820	Maintenance	27,000	24,403	28,000	
10-75-61610	Hydro	27,400	33,561	29,800	
10-75-61620	Natural Gas	6,900	7,642	8,300	
10-75-61550	Telephone	3,100	3,142	3,300	
10-75-61650	TCCC Insurance	12,950	13,446	14,700	
10-75-61840	Socials Expense - Spring	3,000	10,640	10,300	carnival excl staff wages
10-75-61865	Bar Expenses	5,000	4,898	5,000	
10-75-61870	Fees	1,000	147	1,000	
	<b>Total TCCC Expenses</b>	<b>91,350</b>	<b>102,190</b>	<b>104,400</b>	
	<b>Sportsplex</b>				
10-80-61500	Salaries	181,800	216,760	262,400	
10-80-61510	Benefits	7,400	6,541	16,500	
10-80-61910	Clothing Allowance	1,000	643	1,000	
10-80-61610	Hydro	102,800	91,959	106,800	
10-80-61620	Heat-Natural Gas	19,800	29,123	21,700	
10-80-61920	Water and Sewer	8,300	8,489	8,700	
10-80-61930	Zamboni-Repairs & Maintenance	15,000	10,526	15,000	
10-80-61940	Equipment Repairs and Maintenance	25,000	19,903	25,000	
10-80-61945	Equipment Supplies	3,000	3,361	3,500	
10-80-61950	Building-Repairs and Maintenance	30,000	39,578	35,000	
10-80-61960	Building-Supplies	2,500	4,175	3,500	
10-80-61650	Insurance	28,100	29,177	31,900	
10-80-61970	Mat Rentals	500	288	500	
10-80-61982	Bar supplies /expenses	8,000	11,907	11,000	
10-80-61550	Telephone	500	229	500	
10-80-61555	Office Expenses	6,000	4,782	6,000	
10-80-61985	Staff training	2,500	-	2,500	
	<b>Total Sportsplex Expenses</b>	<b>442,000</b>	<b>477,440</b>	<b>551,500</b>	
	<b>Planning &amp; Economic Development</b>				
10-70-68005	Planning Consultants	10,000	8,125	10,000	
10-70-68010	Planning & Development - Mat/Supp	17,600	16,698	17,900	CGIS \$16,900; public notices, training, other misc \$1,000
10-70-68020	Green Plan	300	295	305	LAS Energy Planning tool
	<b>Total Planning &amp; Economic Development</b>	<b>27,900</b>	<b>25,118</b>	<b>28,205</b>	
	<b>Debt Repayment</b>				
10-10-61875	Term Loan- Principal	71,424	71,424	71,424	Final payment October 2028
10-10-61876	Term Loan- Interest	27,610	28,534	22,501	

ACCOUNT	DESCRIPTION	2023 BUDGET	2023 YTD (PRE-AUDIT)	2024 DRAFT BUDGET	NOTES
10-10-61775	OSIFA Capital Loan Principal	86,338	86,338	86,256	Final payment 2036
10-10-61780	OSIFA Capital Loan Interest	29,750	29,750	27,816	
10-12-61756	250 Clark Loan Payments- Principal	54,980	54,980	56,483	Final payment 2048
10-12-61751	250 Clark Loan Payments- Interest	80,036	80,573	77,557	
10-15-62072	Fire Hall Loan Payment- Principal	33,318	33,318	34,407	Final payment 2048
10-15-62073	Fire Hall Loan Payment- Interest	49,381	49,514	47,039	
10-15-62075	Fire Rescue Loan- Principal	30,000	30,000	30,000	Final payment July 2026
10-15-62076	Fire Rescue Loan- Interest	7,203	7,316	4,909	
10-20-63800	2019 Chevy Silverado Principal	8,487	8,487	-	Repaid in 2023
10-20-63805	2019 Chevy Silverado Interest	112	118	-	
10-20-63815	2022 Grader Loan Principal	50,110	50,104	53,306	Final payment September 2029
10-20-63816	2022 Grader Loan Interest	23,821	23,827	20,825	
10-25-64880	Compactor Loan- Principal	19,762	19,762	19,762	Final payment May 2026
10-25-64885	Compactor Loan- Interest	4,490	4,548	2,980	
10-75-61883	RINC Project-Loan Principal Expense	8,534	8,557	6,736	Final payment October 2024
10-75-61884	RINC Project-Loan Interest Expense	469	445	133	
10-80-61990	Zamboni Loan Principal	13,152	13,152	-	Repaid in 2023
10-80-61991	Zamboni Loan Interest	423	439	-	
10-80-61883	Construction Loan Principal	34,135	34,228	26,946	Final payment October 2024
10-80-61884	Construction Loan Interest	1,875	1,782	530	
<b>Total Debt Repayment</b>		<b>635,410</b>	<b>637,195</b>	<b>591,410</b>	
<b>Operating Reserve Transfers</b>					
10-10-63875	Transfer to Reserve - Election	-	6,250	6,250	per reserve fund policy
10-20-63885	Transfer to Reserve - Accrued Pit Closure Costs	-	1,239	1,263	
10-20-63880	Transfer to Reserve - Infrastructure Renewal	-	11,455	6,300	2% of rental revenues
10-20-63865	Transfer to Reserve - Water Loan Repayment	-	-	40,000	
10-25-64950	Landfill - Accrued Closure Costs	-	31,121	-	cost TBD
<b>Total Operating Reserve Transfers</b>			<b>50,064</b>	<b>53,813</b>	
<b>TOTAL OPERATING EXPENDITURES</b>		<b>5,992,988</b>	<b>5,918,370</b>	<b>6,208,095</b>	
<b>NET OPERATING REVENUE- AVAILABLE FOR CAPITAL</b>		<b>(70,974)</b>	<b>(523,355)</b>	<b>(356,444)</b>	<b>MINIMUM SPEND: \$516,941</b>
<b>Capital Revenues</b>					
10-10-99999	Prior Year Deficit (Surplus)	-	325	-	
10-10-51950	Province of Ontario	(325,801)	(212,209)	(536,080)	OCIF 282,000; NORDS 120,100; ICIP 8,780; Trillium 94,100; CCR 21,600; Dairy 9,000
10-10-52025	Federal Grants	(35,360)	-	(35,120)	ICIP 35,120
10-20-52040	Federal Grants - Infrastructure-Gas Tax	(344,000)	(305,797)	(187,700)	pool, intersection, latour
10-10-53650	Loan Proceeds- General Government	-	-	-	no new debt in 2024
10-10-54060	Sale of Equipment	-	(4,168)	-	
10-10-54510	Transfer From Reserves	(15,000)	-	(10,000)	Total expensed in 10-10-61685
10-15-53035	Fire Grant/Donations	-	(362)	-	
<b>Total Capital Revenues</b>		<b>(720,161)</b>	<b>(522,210)</b>	<b>(768,900)</b>	
<b>Capital Projects</b>					
10-10-61055	Grant Expenses-modernization & efficiencies	78,800	70,323	-	MMP Intake 3 (75/25 cost share) new CBO vehicle 37,900; computers/misc 5,000
10-10-61680	Admin-Office Capital	5,000	5,207	42,900	
10-10-61685	Reorganization Expenses	15,000	102,651	10,000	
10-70-68140	Official Plan Development	14,000	6,716	7,700	per estimate received
<b>250 Clark</b>					
10-12-61680	250 Clark-Building Capital	-	(9,714)	6,500	
10-12-61758	Fitness Centre- Equipment Capital	-	-	5,600	one replacement treadmill
<b>Fire Department</b>					
10-15-62070	Capital - Fire Department	7,000	8,288	-	nothing in 2024
<b>Transportation</b>					
10-20-63080	Public Works - Reports and Studies	-	-	64,100	facilities condition study (OCIF)
10-20-63240	Capital- Bridges & Culverts	20,000	8,745	45,600	bridge street guiderail replacement
10-20-63375	Loose Top Maintenance- Gravel Resurfacing	281,000	251,713	292,000	Funded through OCIF
10-20-63860	Capital - Materials/Supplies	231,600	151,215	120,100	Memorial Park culvert (NORDS)
10-20-63890	Capital	-	12,211	-	
10-20-63895	Capital-Gas Tax Projects	89,200	88,659	152,900	Joseph/Memorial intersection; Latour
<b>Environmental Services</b>					
10-25-64840	Garbage - Capital	-	-	-	
10-25-64860	Landfill- Capital	-	-	-	
<b>Recreation Services</b>					
10-55-67900	Recreation-Major Projects	44,200	388	223,600	Trail remediation 43,900; TC Playground 41,400; Lions Park 103,500; pool 34,800
10-75-61880	TCCC Capital	10,000	-	20,000	flooring, other misc capital
10-80-61880	Sportsplex Capital	15,000	-	36,000	bleachers, other misc capital

ACCOUNT	DESCRIPTION	2023 BUDGET	2023 YTD (PRE-AUDIT)	2024 DRAFT BUDGET	NOTES
<b>Total Capital Projects</b>		<b>790,800</b>	<b>698,400</b>	<b>1,027,000</b>	
	<b>Net Reserve Transfers</b>				
10-15-62080	Fire Dept.- Transfer to Reserve	-	-		
10-10-61710	Transfer to Reserve - Working Capital	335	226,191	98,344	budget balancing figure
10-10-61700	Transfer for Reserve - Operating Contingency	-	113,095	-	
10-20-63880	Transfer to Reserve - Infrastructure Renewal	-	9,879	-	
10-80-99999	Surplus/Deficit Account	-	-	-	
<b>Total Reserve Transfers</b>		<b>335</b>	<b>349,165</b>	<b>98,344</b>	
<b>NET CAPITAL EXPENDITURES</b>		<b>70,974</b>	<b>523,355</b>	<b>356,444</b>	
<b>BALANCE</b>		<b>-</b>	<b>0</b>	<b>-</b>	

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**

**BYLAW NO. 2024-08**

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Being a Bylaw to provide for the adoption of tax rates and to further provide for penalty and interest in default of payment thereof for 2024.

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**WHEREAS** the Council of the Corporation of the Municipality of Powassan has, in accordance with the Municipal Act, considered the estimates of the municipality, and whereas it is necessary that the following sums be raised by taxation for the year 2023.

General Purposes \$ 4,442,879

Education \$ 771,917

**WHEREAS** Section 312 of the Municipal Act, 2001, S.O. 2001, c. 25, provides that the Council of the Municipality of Powassan shall pass a by-law to levy a separate tax rate, as specified in the by-law, on the assessment in each property class in the local municipality rateable for local municipal purposes, and;

**WHEREAS** Section 307 of the said Act require tax rates to be established in the same proportion to tax ratios; and

**WHEREAS** certain regulations require reductions in certain tax rates for certain classes or subclasses of property.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF POWASSAN ENACTS** as follows:

1. That every owner shall be taxed according to the tax rates in this by-law and such tax shall become due and payable in two installments as follows:

Fifty percent (50%) of the final levy rounded upwards to the next whole dollars shall become due and payable on the 31st day of July 2024 and the balance of the final levy shall become due and payable on the 30th of September 2024.

Non-payment of the amount, as noted on the dates stated in accordance with this by-law constitutes default. On all taxes of the levy which are in default after the noted due dates, shall be added a penalty of 1.25 percent per month, which will be added on the first day of each and every month the default continues.

2. On all taxes levied in default on January 1st, 2024, interest will be added at a rate of 1.25 percent per month for each month of default.

3. That a tax rate is hereby adopted to be applied against the whole of the assessment for real property in the following classes:

<b>Class</b>	<b>General</b>	<b>Education</b>
Residential	.01245718	.00153000
Multi-Residential	.02446751	.00153000
New Multi-Residential	.01245718	.00153000
Commercial Occupied	.01811766	.00880000
Commercial Vacant Units	.01268237	.00880000
Commercial Vacant/Excess Land	.01268237	.00880000
Commercial New Construction	.01811766	.00880000
Commercial Occupied-Education Retained	.01811766	.00945188
Industrial Occupied	.02180092	.00880000
Industrial Vacant/Excess Land	.01417060	.00880000
Industrial New Construction	.02180092	.00880000
Large Industrial	.02778466	.00880000
Large Industrial Excess Land	.01806002	.00880000
Pipelines	.01292303	.00753775
Farmland	.00311430	.00038250
Managed Forests	.00311430	.00038250
Landfills	.02679772	.00980000

4. Penalties and interest added on all taxes of the tax levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid interim tax levy.
5. The collector shall mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
6. Taxes are payable at the Powassan Municipal Office, 250 Clark Street, PO Box 250, Powassan, Ontario P0H 1Z0, or through alternate means as specified in the Municipal Tax Collection Policy.

7. That this Bylaw shall become in effect upon its adoption.

**READ a FIRST and SECOND time and considered READ a THIRD and FINAL time and adopted as such in open Council on April 2, 2024, for the immediate wellbeing of the Municipality.**

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MAYOR

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CLERK



**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**

**BYLAW NO. 2024-09**

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Being a Bylaw to adopt the water and wastewater budgets for 2024

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**WHEREAS** Section 391 of the Municipal Act permits a municipality to pass by-laws imposing fees or charges on any persons; for services; and

**WHEREAS** the Municipal Act provides for interest charges and penalties for fees and charges that are due and unpaid;

**NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF POWASSAN ENACTS AS FOLLOWS:**

1. That the attached 2024 Water and Wastewater Budgets (Appendix "A") be adopted.
2. That this Bylaw shall come into force and effect on the date of passing.

**READ a FIRST and SECOND time and considered READ a THIRD and FINAL time and adopted as such in open Council the 2<sup>nd</sup> day of April 2024, for the immediate wellbeing of the Municipality.**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

## Water & Sewer Draft Budget 2024

		2022 Actual	2023 Budget	2023 YTD (12/31)	2024 Draft Budget	
	<b>Sewer - Revenue</b>					
10-40-56050	Sewer Rates	179,631.79	184,123.00	189,420.45	191,988.00	2% rate increase
10-40-56080	Sewer Penalties	4,670.56	3,200.00	2,018.81	3,400.00	9.1% of arrears collected as penalty
10-40-56090	Sewer Transfer from Reserve	-	25,961.22	-	23,827.16	
	<b>Total Sewer Revenue</b>	<b>184,302.35</b>	<b>213,284.22</b>	<b>191,439.26</b>	<b>219,215.16</b>	
	<b>Sewer - Expenses</b>	<b>2022 YTD (Pre-Audit)</b>	<b>2023 Draft Budget</b>	<b>2023 YTD (12/31)</b>	<b>2024 Draft Budget</b>	
10-40-64000	Admin - Labour	9,265.80	5,300.00	5,300.00	6,420.00	
10-40-64010	Admin Material and Supplies	11,882.35	13,200.00	13,689.80	14,900.00	insurance
10-40-64020	Transfer to Reserves	8,387.76	-	48,322.74	-	
10-40-64030	Personnel Training	-	500.00	-	-	
10-40-64100	Pumphouse Labour	1,456.97	-	-	-	
10-40-64110	Pumphouse Material and Supplies	1,946.39	5,000.00	2,204.85	3,000.00	
10-40-64120	OCWA	66,555.96	69,308.00	69,308.00	70,929.00	
10-40-64130	Distribution Labour	19,426.02	9,450.00	7,860.00	13,450.00	
10-40-64140	Distribution Material and Supplies	27,080.07	30,000.00	10,227.65	30,000.00	
10-40-64320	Special Projects	3,765.12	1,000.00	-	1,000.00	Electrical system at Fairview lift station (45k)
10-40-64310	Capital Material and Supplies	-	45,000.00	-	45,000.00	2025 last year
10-40-64350	Loan Payment Interest	4,419.48	3,229.94	3,229.94	1,993.80	
10-40-64355	Loan Payment Principal	30,116.43	31,296.28	31,296.28	32,522.36	
	<b>Total Sewer Expenses</b>	<b>184,302.35</b>	<b>213,284.22</b>	<b>191,439.26</b>	<b>219,215.16</b>	
	<b>Water - Revenue</b>	<b>2022 YTD (Pre-Audit)</b>	<b>2023 Draft Budget</b>	<b>2023 YTD (12/31)</b>	<b>2024 Draft Budget</b>	
10-30-52015	Provincial Grant	-	554,888.00	-	554,888.00	ICIP Green funding stream
10-30-56005	Water Rates	392,317.30	405,357.00	415,088.74	420,303.00	2% rate increase
10-30-56030	Transfer From Reserves	-	201,812.00	-	231,812.00	Municipal share of Queen Street replacement project
10-30-56040	Water Penalties	7,005.84	4,800.00	3,028.22	5,100.00	9.1% of arrears collected as penalty
	<b>Water Revenue</b>	<b>399,323.14</b>	<b>1,166,857.00</b>	<b>418,116.96</b>	<b>1,212,103.00</b>	
	<b>Total Water and Sewer Revenue</b>	<b>583,625.49</b>	<b>1,380,141.22</b>	<b>609,556.22</b>	<b>1,431,318.16</b>	

	Water - Expenses	2022 YTD (Pre-Audit)	2023 Draft Budget	2023 YTD (12/31)	2024 Draft Budget	
10-30-64400	Admin - Labour	18,253.03	12,400.00	12,400.00	14,980.00	
10-30-64410	Admin Material and Supplies	21,877.81	24,100.00	25,038.64	27,400.00	insurance
10-30-64430	Transfer to Reserves	46,907.38	6,148.16	8,682.98	10,375.39	
10-30-64440	Personnel Training	1,014.55	2,700.00	1,038.00	1,500.00	
10-30-64500	Pumphouse Labour	971.30	-	-	-	
10-30-64510	Pumphouse Material and Supplies	21,967.68	25,000.00	21,241.72	25,000.00	
10-30-64520	Distribution Labour	19,426.02	22,050.00	18,340.00	31,400.00	
10-30-64530	Distribution Materials and Supplies	3,243.35	20,000.00	22,708.35	20,000.00	
10-30-64720	OCWA Agency Operations	112,664.54	113,754.00	115,021.14	119,108.00	Queen Street watermain replacement; CLI-ECA (12k)
10-30-64715	Capital Material and Supplies	-	756,700.00	10,684.80	798,700.00	purchase and installation of 55 replacement meters
10-30-64750	Meter Capital Expenditure	14,853.88	45,900.00	44,856.46	25,575.00	
10-30-64760	Loan Payment Interest	17,677.89	12,919.74	12,919.74	7,975.19	
10-30-64765	Loan Payment Principal	120,465.71	125,185.10	125,185.13	130,089.42	2025 last year
	<b>Total Water Expenses</b>	<b>399,323.14</b>	<b>1,166,857.00</b>	<b>418,116.96</b>	<b>1,212,103.00</b>	

Total Water and Sewer Expenses

Total Water and Sewer Revenues

583,625.49 1,380,141.22 609,556.22 1,431,318.16

583,625.49 1,380,141.22 609,556.22 1,431,318.16

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**

**BYLAW NO. 2024-10**

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Being a Bylaw to adopt the water and wastewater Rate and Fee Schedule for 2024

---

**WHEREAS** Section 391 of the Municipal Act permits a municipality to pass by-laws imposing fees or charges on any persons; for services; and

**WHEREAS** the Municipal Act provides for interest charges and penalties for fees and charges that are due and unpaid;

**NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF POWASSAN ENACTS AS FOLLOWS:**

1. That the attached 2024 Water and Wastewater Rates and Fees (Appendix "A") be adopted.
2. That this Bylaw shall take effect on the date of adoption.

**READ a FIRST and SECOND time and considered READ a THIRD and FINAL time and adopted as such in open Council the 2<sup>nd</sup> day of April 2024, for the immediate wellbeing of the Municipality.**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

# Water & Wastewater SCHEDULE A – Rates & Fees

## ByLaw 2024-10

### New / Replacement Meters & Services

Size of service meter	Cost \$
Up to 20mm	\$320.00
25mm	\$422.00
Large Meters greater than 25 mm -meter cost plus 20% for extra parts & installation cost	Cost plus 20%

### Consumptive and Fixed Monthly Charges

#### **Fixed Monthly Charge Based on Meter Size**

Meter Size (mm)	Meter Size (inches)	Service Charge (\$/30-days)
15	0.62	24.44
20	0.75	24.44
25	1	24.44
40	1.5	31.49
50	2	50.70
75	3	122.36
100	4	192.31

#### **Consumptive Rates - Water**

Usage Rate – based on Owner Class	Usage Rates (\$/m <sup>3</sup> )
Single or two-family residential metered	3.19
Multi-family metered	3.19
Industrial/Commercial/Institutional	3.19

#### **Consumptive Rates –Wastewater (Sewer) Surcharge**

Usage Rate – based on Owner Class	Usage Rates (\$/m <sup>3</sup> )
Single or two-family residential metered – 66.7% of Water Rate	2.13
Multi-family metered – 66.7% of Water Rate	2.13
Industrial/Commercial/Institutional – 66.7% of Water Rate	2.13

#### **Flat Rate or Temporary Water Rate**

Description	Water Rate
Residential flat rate (unable to meter) - Monthly	132.78
Residential flat rate (refuse to meter) - Monthly	396.57
Construction/Temporary water rate (\$/30-days)	132.78
Interrupted Usage	Fixed rate/mo Plus turn off/on charge per user fee by-law

## Penalties & Offences

### Offence Penalties

Offence	Specified Penalty
Prohibited installation upstream of meters	\$250
Prohibited installation upstream of premises-isolating cross connection control device	\$250
Tamper, break or remove seal on water service connection or meters	\$250
Failure to notify of damaged meters	\$250
Failure to notify of broken seal on bypass valve or meters within 24-hours	\$250
Interfere or tamper with meters or reading device	\$500
Prohibited opening of bypass valve or metering installation	\$500
Tamper meter AMR system	\$100

### Others

Offence	Specified Penalty
Provide false information	\$100
Allow potable water to run off parcel directly into the street or sidewalk	\$75
Damage, destroy, remove, interfere with water system	\$500
Interfere with another Owner's use of water system	\$250
Prohibited connection to water system	\$1,000
Hindrance of Municipality Employee or agent	\$500
Failure to maintain shut-off valve	\$250
Unauthorized operation of water service valve	\$250
Allow unauthorized operation of water service valve	\$250
Unauthorized cross connection	\$500
Unauthorized use of alternate source of water	\$250
Unauthorized connection of alternate water source to water system	\$500
Prohibited sharing of water supply from one premises to other eligible premises	\$500
Late charges for bills (on "principal" arrears)	1.25% per month

To: Council, Clerk  
From: Councillor Hall  
Re: Barrier to Prevent Stop Sign Being By-Passed at Main St. and Mc Charles  
Date: March 27, 2024

---

**RECOMMENDATION:**

That staff contact Fowler to request a barrier be installed at corner of Main St. and Mc Charles (north entrance of Powassan), as soon as possible.

**ANALYSIS:**

There is a dangerous situation as vehicles are by-passing the stop sign and coming close to colliding with stopped traffic and pedestrians.

This has been reported to Public Works last fall and they contacted Fowler who indicated they would address the situation but have not. Councillor Hall has been contacted by three different individuals requesting this dangerous situation be resolved.

One person indicated they were waking when they were almost struck by a vehicle by-passing the stop sign.



To: Council  
From: Mayor Mclsaac  
Re: Update to Council regarding User Groups  
Date: March 28, 2024

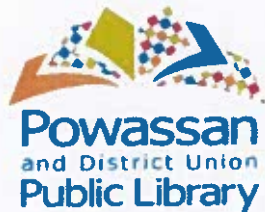
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For discussion purposes only.

Update on meeting with Powassan Seniors and Powassan Legion.

Meeting with the Trout Creek Friendship Centre April 10.





March 28, 2024

Mayor Peter Mclsaac  
Municipality of Powassan  
250 Clark Street  
Powassan, ON P0H 1Z0

**Re: Library Budget 2024**

Dear Mayor Peter Mclsaac and Council Members:

We, the Powassan & District Union Public Library (PDUPL) Board of Directors, would like to express our sincere gratitude for the public funding and support the PDUPL has received since its inception as a "Union" in 1971.

Is a library a necessity of life? Strictly speaking, no. Quality of life? Absolutely!

We receive accolades from residents as well as non-residents on almost a daily basis regarding our little library, the fabulous staff and the exceptional programs and services that are provided. We feel that to continue to provide these enriching services and experiences to the public we need to move forward with more budget dollars from our funding partners. Please see **Appendix A - 2023 Highlights!**

As we begin a fresh year here at the "Library", we would like to share some information in support of our Budget increase of 26.6% for 2024. As you peruse our 2024 budget you will see that the main and most significant increase is in wages. We've included comparison figures from many libraries that do indeed indicate that our small staff have been doing their jobs at a far less salary than comparable positions in comparable libraries. There has never been a "Pay Equity" study done exclusively for the PDUPL, but there is comparative documentation from comparative libraries. Please see **Appendix B -The OPL Compensation Survey for population between 5,000 and 15,000 for 2023**, where the median average wage for our CEO is approximately \$20,000 less than the median. The same can be said for the other staff salaries.

How did we get here? You will also find attached comparison figures of increases implemented by the PDUPL over the last 12 years. Please see **Appendix C - Compounded Value of Yearly increases**. The chart tells the story. We were convinced by various sources that we could not expect municipal tax dollars to keep funding the increasing operating expenses required for the library. Shame on us. By requesting very meagre increases year after year, we are now in the difficult position of needing to catch up. Our budget has always been kept "bare bones" and the small or zero increases were done on the backs of our staff. The excellent and dedicated staff are what keeps the doors open and patrons happy. There is no "fat". Any extras are funded by grants, donations, and fundraising, please see **Operating 2024 Budget**.



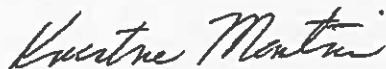
Through diligent cost controls and expenditure restraints, CEO Marie Rosset and the Board of Directors are proud to have been able to put away a small Reserve. At this point we are short of 1/3 of what Financial Auditors feel is a comfortable amount. We would not be agreeable to use these funds for operating expenses. It is a Reserve for a reason.

A large part of the CEO job is writing Grant proposals. Until now, we have been quite successful. It is an ongoing job and is critical to enable us to provide additional services to the community. The Provincial Government also provides two annual operating grants, the Pay Equity Grant and the Provincial Library Operating Grant. Please see **Appendix D – 2023 Raised Funds and Grants**. These grants are highly valued, but unfortunately have not been increased for 26 years. The Township of Nipissing passed a resolution in December 2023, requesting that the current Provincial Government increase the funding for Ontario Libraries. **Please see Appendix E – Township of Nipissing Resolution**. Your municipality may be interested in making a similar demand.

We are confident that you as fiscal gate keepers of municipal expenditures will understand and accept our position. Unfortunately, as we should all well know, putting off the inevitable does not solve a long-term problem. The time is now, to catch up.

I have attached the 2024 Proposed Installment for Library Services as well as the invoice for your organization's library fees. If you require more information concerning the budget request or any supporting documents or would prefer that the Library Board make a budget presentation, please contact Marie Rosset, CEO, at your convenience by phone at (705) 724-3618 or by email -- [mrosset@powassanlibrary.ca](mailto:mrosset@powassanlibrary.ca).

Sincerely yours,



Kristine Martin, Chair of the Board  
Powassan & District Union Public Library

Attachments:

2024 Operating Budget (3 pages)  
Appendix A – 2023 Highlights  
Appendix B – The OPL Compensation Survey for Population between 5,000 and 15,000  
Appendix C – Compounded Value of Yearly Increases  
Appendix D – 2023 Raised Funds and Grants  
Appendix E – Township of Nipissing Resolution  
Proposed Installments for 2024  
Invoice for March 31, 2024 Installment

**Powassan & District Union Public Library  
Operating Budget 2024**

<b>Revenue</b>	<b>Actual 2023</b>	<b>Budget 2023</b>	<b>Budget 2024</b>
Municipal	\$166,755.04	\$166,755.04	210288
Restoule	4,437.27	4,621.76	4945
Provincial	14,500.00	14,500.00	14500
Fees	3,491.41	3,900.00	4300
Copier Fees	4,333.23	3,500.00	4000
LifeLabs Contribution	9,588.00	8,500.00	9612
Pay Equity	7,601.00	7,601.00	7601
Donations	12,849.98	10,250.00	14000
<b>Total Revenue</b>	<b><u>\$223,555.93</u></b>	<b><u>\$219,627.80</u></b>	<b><u>\$269,246.00</u></b>

<b>Expenditures</b>	<b>Actual 2023</b>	<b>Budget 2023</b>	<b>Budget 2024</b>
Payroll	\$158,157.23	\$149,236.38	\$191,846.00
Benefits	8,100.00	7,439.78	8,101.00
Pension	9,953.34	7,579.77	10,351.00
WSIB	466.80	300.00	667.00
E.H.T.	1,443.54	1,583.87	1,932.00
Training	568.67	1,075.00	825.00
Payroll Services	1,512.94	1,500.00	1,600.00
Circulation Materials	9,767.87	10,600.00	9,700.00
Interloans	427.19	300.00	375.00
Programming	1,873.87	1,100.00	1,000.00
Sewer & Water	379.90	500.00	450.00
Hydro & Heating	5,883.16	7,445.00	5,439.00
Security	421.70	1,200.00	750.00
Elevator	4,877.69	5,000.00	4,900.00
Insurance	3,564.61	6,000.00	6,000.00
Janitorial Services	782.95	700.00	700.00
Maintenance	5,655.23	6,000.00	7,890.00
Maintenance Reserve	1,200.00	0.00	1,200.00
Internet and Telephone	1,104.62	1,876.00	740.00
Computers	1,712.17	1,800.00	1,900.00
Contracted Computer Services	1,515.00	1,200.00	1,500.00
Associations Fees	3,131.93	3,100.00	3,105.00
Off. Supplies & Postage	1,329.17	1,300.00	1,400.00
Copier	3,156.51	3,500.00	3,000.00
Audit	2,798.40	2,544.00	2,800.00
Advertising and Promotion	1,527.71	600.00	750.00
Bank Service Charges	261.62	200.00	250.00
Miscellaneous	2,821.27	75.00	75.00
<b>Total Expenditures</b>	<b><u>\$234,395.09</u></b>	<b><u>\$223,754.80</u></b>	<b><u>\$269,246.00</u></b>

**Powassan & District Union Public Library  
Special Project Budget 2024**

<b>Revenue</b>	<b>Actual 2023</b>	<b>Budget 2023</b>	<b>Budget 2024</b>
Student Grants		\$8,602.50	\$9,324.00
YCW		5,720.00	0.00
Lisa LaFlamme Event Revenue	27,384.27	0.00	13,000.00
Trillium Resilience Grant		0.00	22,400.00
Internet Connectivity Grant	<u>2,340.00</u>	<u>2,160.00</u>	<u>2,760.00</u>
<b>Total Revenue</b>	<u><u>\$29,724.27</u></u>	<u><u>\$16,482.50</u></u>	<u><u>\$47,484.00</u></u>

<b>Expenditures</b>	<b>Actual 2023</b>	<b>Budget 2023</b>	<b>Budget 2024</b>
Students Grants (incl. YCW interns)		\$16,402.50	\$9,324.00
Trillium Resilience Grant		\$0.00	\$22,400.00
Lisa LaFlamme Event Expenses	\$11,806.17	\$0.00	\$13,000.00
Internet Connectivity Grant	<u>2,340.00</u>	<u>2,160.00</u>	<u>2,760.00</u>
<b>Total Expenditure</b>	<u><u>\$14,146.17</u></u>	<u><u>\$18,562.50</u></u>	<u><u>\$47,484.00</u></u>

**Powassan & District Union Public Library  
Budget 2024**

<b>Revenue</b>	<b>Actual 2023</b>	<b>Budget 2023</b>	<b>Budget 2024</b>
Operating Budget	\$ 223,555.93	\$ 219,627.80	\$ 269,246.00
Special Projects	\$ 29,724.27	<u>\$ 16,482.50</u>	<u>\$ 47,484.00</u>
<b>Total Revenue</b>	<u>\$ 253,280.20</u>	<u>\$ 236,110.30</u>	<u>\$ 316,730.00</u>
<b>Expenditures</b>	<b>Actual 2023</b>	<b>Budget 2023</b>	<b>Budget 2024</b>
Operating Budget	\$ 234,395.09	\$ 223,754.80	\$ 269,246.00
Special Projects	<u>\$ 14,146.17</u>	<u>\$ 18,562.50</u>	<u>\$ 47,484.00</u>
<b>Total Expenditures</b>	<u>\$ 248,541.26</u>	<u>\$ 242,317.30</u>	<u>\$ 316,730.00</u>
<b>Revenue</b>	<u>\$ 4,738.94</u>	<u>-\$ 6,207.00</u>	<u>\$ -</u>

## Appendix A

# 2023 Highlights!

The year 2023 has been incredible! From the Lisa LaFlamme Event to our very successful Christmas Season, the year 2023 was extraordinary Here is a summary of the highlights, as well as a review and Annual Report all wrapped up in one.

### **An Evening with Lisa LaFlamme**

The Lisa LaFlamme Event was a resounding success!

The event was sold out, all **200** seats, by the end of July 2023.

Lisa LaFlamme enthralled the audience on September 23 with her brilliant story telling, recounting her most memorable experiences during her long career at CTV, and hinted at what the future holds for her. Many, if not all attendees, were blown away by her generosity to share her time and experiences in such details, as well as interacting with many attendees on a personal level -- a class act!

The Library succeeded in fundraising over **\$15,000**, which in a year of financial constraints, is a feat in itself. We were fortunate that local sponsors, namely the Cooperators, Royal LePage, Rip & Stitch and Scott Houghton Professional Corporation donated to the event. Additionally, local businesses contributed their wares and services for the event's Silent Auction, which raised over **\$5,000**. None of this would have been possible without the many generous donations from our local businesses.

Many people volunteered to the success of this event. First, Marty Schreiter who, through his personal connection to Lisa LaFlamme, made this event possible, and the incredible Fundraising Committee, consisting of Debbie Piper, Linda Morrin, Jodi Roadknight, Bernard Penney, Marty Schreiter, and Marie Rosset, worked tirelessly to make this event a success. The library staff also worked over and above their regular duties, specifically Jennifer Fryer, Brea Market-Matthews, Owen Desrosiers, Teresa Emmerson, and Marty Schreiter. And lastly, many other volunteers, including the Friends of the Library, came through with helping to put this event together.

Our Library identified a once in a lifetime opportunity and ran with it. The likelihood of repeating this scenario is very remote and hopefully, we will not be expected to duplicate this any time soon.

### **Christmas Holiday 2023 Activities Summary**

This year we went over the top with our Christmas season activities to the joy of our patrons...

Our **2023 Christmas Holiday StoryWalk®** on Main Street featured *5 More Sleep 'til Christmas*, written by Jimmy Fallon. Many families completed the walk and returned their questionnaire to the library for a treat. This initiative was made possible with the financial support of the Friends of the Library and local businesses, namely Miltown Systems Ltd., Oshell's Valu-Mart, Powassan Home Hardware and Building Centre, the Original Bug Shirt Company, the Carriage House, Key to Success Marketing, Rip & Stitch, and Scott Houghton Medicine Professional Corporation.

The Library participated in the **Annual 2023 Powassan Parade of Lights**.

The Library float was inspired by the book chosen for this year's StoryWalk®

and was created by Jen Fryer and her many elves. The float was welcomed by many children and their parents.

Many families also participated in our **Countdown to Christmas Calendar Program**. They entered the books read between December 1st and 25th (Christmas or others) on their calendar and then turned in that calendar for a treat. A super fun way to encourage reading, especially holiday stories.

From December 14 to 16, children had the opportunity to choose gifts for members of their family at our **Kids' Free Shopping Days at the Library**. Over 300 children and adults took advantage of this opportunity. The energy and excitement at the library was over the top! All of the items were donated by members of this community and we were astounded and pleased at everyone's incredible generosity. It was a great opportunity to repurpose many lesser-used items, and for everyone in the community to partake in the spirit of giving this Christmas.

**Santa** came to the library for our special annual Raising Readers Christmas Event. He was joined by locally renowned author **Dennis Chippa, from the Gathering Place** in North Bay. Dennis read from his collection of Santa in North Bay books to the delight of the children. Over 50 children and adults attended this event -- it never fails to deliver!

Over 100 people dropped by from 1pm and 4:30 pm for our **Annual Open House at the Library**. There was great food, catered by the Carriage House, as well as music, sweets, and good company. Throughout the event, there were draws for many items, which were either donated by the community or came from our surpluses. Everyone left with a little something.



Throughout December the Doug Mackey Gallery hosted the **First Annual Winter and Holiday Art Collective**. Brea Market-Matthews was newly appointed to manage the Doug Mackey Gallery and this first winter and holiday art collective, featuring several local artists' work depicting a Christmas holiday, or winter scene, is her brain child. Its goal is to support and encourage local talent, as well as enhance the library as a place of cultural interest.

A final small note - over the course of our holiday events, over **45 Christmas cards** were made by the children and delivered to Eastholme residents.

### **More 2023 Highlights!**

2023 in numbers:

- New members.....over **180**
- Number of physical items circulated.....over **20,000**
- Number of items circulated on Libby.....over **12,000**
- Number of events held.....over **2,000**
- Number of participants.....over **10,000**
- In 2023 we added **two** new members to our staff-family: Owen Desrosiers and Jodi Roadknight. Both, have added so much to your Library!
- The Friends of the Library have contributed over **\$3,700**, covering the cost of various programs and items such as our StoryWalk® and the sprucing up of our sign at the front of the library.

- Marty Schreiter ran **7 Community Conversations**, ranging from exploring different cultures to addressing climate change. The cumulative attendance at these events was over 100.
- In December we adopted one **Fish Hatchery**, courtesy of Gerry Giesler from the Ontario Federation of Anglers and Hunters. It was with us until mid-March, at which point the remaining fish eggs, now alevins, were released in Love Lake in Trout creek.
- We launched a **Music Instrument Lending Program**. We started with one guitar and look forward to continuing to build our collection in 2024.
- Despite not receiving any government funding, we ran a very successful **summer program**, with **62** events and a cumulative attendance of over **650**. We are grateful that Brea and Owen agreed to run our summer program on a shoestring.
- We must not forget to mention our volunteers. In 2023, we accumulated close to **400** volunteer hours from approximately **25** dedicated volunteers. Without them we would not be able to operate as efficiently as we do.
- We also mourn the loss of Doug Walli, who passed away on December 5, 2023. He was a member of our Property Committee for over 10 years and joined our Library Board in 2019 as a representative of the Township of Nipissing. In 2018, to show our gratitude, he was given the Powassan & District Union Public Library Volunteer of the Year Award. Brenda Lennon was appointed in January by the Township of Nipissing as their new representative.

## Appendix B

### Ontario Public Library Compensation Survey for Libraries Serving Populations between 5,000 and 15,000

Population band:	5,001-15,000
Number of respondent libraries in population band:	11
Number of respondent libraries in population band that are unionized:	0

**Compensation information: 2023 rates**

Position title	PDUPL	Lowest Wage	Median Wage	Highest Wage	Median wage as annual salary	No response/insufficient data
CEO	\$31.96	\$31.96	\$47.62	\$74.54	\$86,668.40	
Manager		\$20.41	\$39.94	\$48.86	\$72,690.80	
Admn Assistant						x
Coordinator		\$29.53	\$36.00	\$48.86	\$65,520.00	
Librarian	\$19.70	\$19.70	\$27.67	\$30.09	\$50,359.40	
Library Assistant 2		\$20.56	\$28.29	\$31.29	\$51,487.80	
Library Assistant		\$16.84	\$23.70	\$28.87	\$43,134.00	
Custodian						x
General Assistant		\$15.50	\$17.53	\$20.27	\$31,904.60	

### Appendix C

Comparison Analysis				
Compounded Value of Actual Yearly Inc. versus Cost Of Living Inc.				
	Mun. fees Increase from prev. yrs	compounded fees	Cost of living inc. from prev. yr	compounded cost of l.
	%	1	%	1
2013	0.00%	1.00	0.90%	1.01
2014	0.00%	1.00	2.00%	1.03
2015	3.00%	1.03	1.10%	1.04
2016	2.00%	1.05	1.40%	1.06
2017	0.00%	1.05	1.60%	1.07
2018	0.00%	1.05	3.30%	1.11
2019	2.00%	1.07	1.90%	1.13
2020	2.70%	1.10	1.40%	1.14
2021	1.00%	1.11	3.40%	1.18
2022	1.00%	1.12	6.80%	1.26
2023	1.00%	1.13	6.30%	1.34
2024	26.00%	1.43	4.80%	1.41

estimated inc. in 2024 is 4.8%\*

\* from the OTP website : <https://www.otpp.com/en-ca/members/life-events/living-in-retirement/inflation-protection/>

## Appendix D

### Powassan & District Union Public Library

#### Raised Funds and Donations (cash and in-kind) 2023

	Actual
<b>Donations &amp; Fundraising</b>	
Friends of the Library donations	3,868.00
Used Book Sale receipts	2,248.00
Donations	6,734.00
Lisa LaFlamme Fundraising Event	26,771.00
Other	613.00
<b>Total Cash Donations</b>	<u>\$ 40,234.00</u>
<b>In-kind donations</b>	
Retail Value of donated books added to collection	\$ 6,595.00
<b>Total Donations</b>	<u>\$ 46,829.00</u>

#### 2023 Grants

<b>Provincial Grants</b>	
Provincial Library Operating & Pay Equity Grants	\$22,101.00
Internet Connectivity Grant	2,340.00
<b>Total</b>	<u>\$24,441.00</u>
<b>2023 Grants - Total</b>	\$24,441.00
<b>Total Grants, Raised Funds &amp; Donations</b>	\$71,270.00

## Appendix E



TOWNSHIP OF NIPISSING

RESOLUTION

DATE: December 5, 2023

NUMBER: R2023- 025

Moved by *Kirkey*

Seconded by *Yemm*

WHEREAS public libraries are Ontario's farthest reaching, most cost-effective public resource.

AND WHEREAS the pressures of inflation on public libraries and municipal budgets are growing as well as social and economic challenges in communities across the province;

AND WHEREAS there has been no increase in Provincial funding in 25 years from the Provincial Libraries Operating Grant (PLOG) during which time the value of the province's investment in public libraries has decreased by over 60%;

AND WHEREAS this funding would support the ongoing operations, programming, resources, front line staffing and priority areas of communities which libraries play an important role in.

THEREFORE, the Council of the Township of Nipissing supports the Ontario Library Association (OLA) and Federation of Ontario of Public Libraries (FOPL) to advocate the Provincial Libraries Operating Grant and the Province of Ontario by asking for an increase to the budget by an additional \$25 million dollars to restore the funding to present day value.

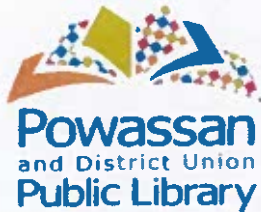
AND THAT this Resolution be forwarded to the Minister of Heritage, Sport Tourism and Culture Industries, Neil Lumsden, MPP Vic Fedeli, Association of Municipalities of Ontario, Rural Ontario Municipal Association, The Federation of Northern Ontario Municipalities, Ontario Library Association and the Federation of Ontario Public Libraries

For      Against

PIPER  
BUTLER  
FOOTE  
KIRKEY  
YEMM

Carried ✓

Mayor: Tom Piper



## 2024 Proposed Installments for Library Services

### Municipality of Powassan

March 31, 2024	\$ 44,861.47
June 30, 2024	44,861.47
September 30, 2024	<u>44,861.45</u>

\$ 134,584.39

Total Payment

### Township of Chisholm

March 31, 2024	\$ 11,215.37
June 30, 2024	11,215.37
September 30, 2024	<u>11,215.36</u>

\$ 33,646.10

Total Payment

### Township of Nipissing

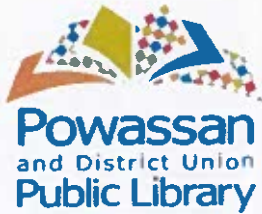
March 31, 2024	\$ 14,019.21
June 30, 2024	14,019.21
September 30, 2024	<u>14,019.20</u>

\$ 42,057.62

Total Payment

### Grand Total

\$ 210,288.11



<b>Date Due:</b> March 31, 2024	<b>Invoice #:</b> POW-24-01
<b>Invoice Date:</b> March 28, 2024	<b>Amount Due:</b> \$44,861.47

**Invoice  
Re: Library Services for 2024**

Attention: Brayden Robinson, CAO  
Municipality of Powassan  
P.O. Box 250  
Powassan, ON P0H 1Z0

First Installment for Library Services:	March 31, 2024	\$44,861.47
Second Installment for Library Services:	June 30, 2024	\$44,861.47
Third Installment for Library Services:	September 30, 2024	<u>\$44,861.45</u>
<b>Total Payment for Library Services</b>		<b>\$134,584.39</b>

**Thank you!**



Date: March 19, 2024

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

That the Council of the Municipality of Powassan concurs with the request in Consent Application B6/POWASSAN/2024 for the lot addition, as per our Planner's recommendation. Following are conditions of consent that are requested:

- The original executed Transfer/Deed of Land form, a duplicate original and one photocopy for our records;
- A Schedule to the Transfer(2)/Deed(s) of Land form on which is set out the entire legal description of the parcel(s) in question. This Schedule must also contain the names of the parties indicated on page 1 of the Transfer/Deed of Land form;
- A reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s) to which the consent approval relates;
- That any outstanding municipal taxes, local improvement charges and servicing charges be paid to date for both the land to be retained and the lot to be severed and/or transferred inclusive;
- That the applicant be responsible for payment of all costs associated with the application including legal, survey, transfers and planning consultations; and
- That the severed lot known as Parcel 3149 SEC NS, Part of Lot 15, Concession 13 (Former Township of South Himsforth), PIN 52206-077 (LT) be merged on title with the abutting lot described as PLAN 42R-14338, Parts 1 & 2.

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					

**Planning Report – Municipality of Powassan, Consent Application: B6/POWASSAN/2024**

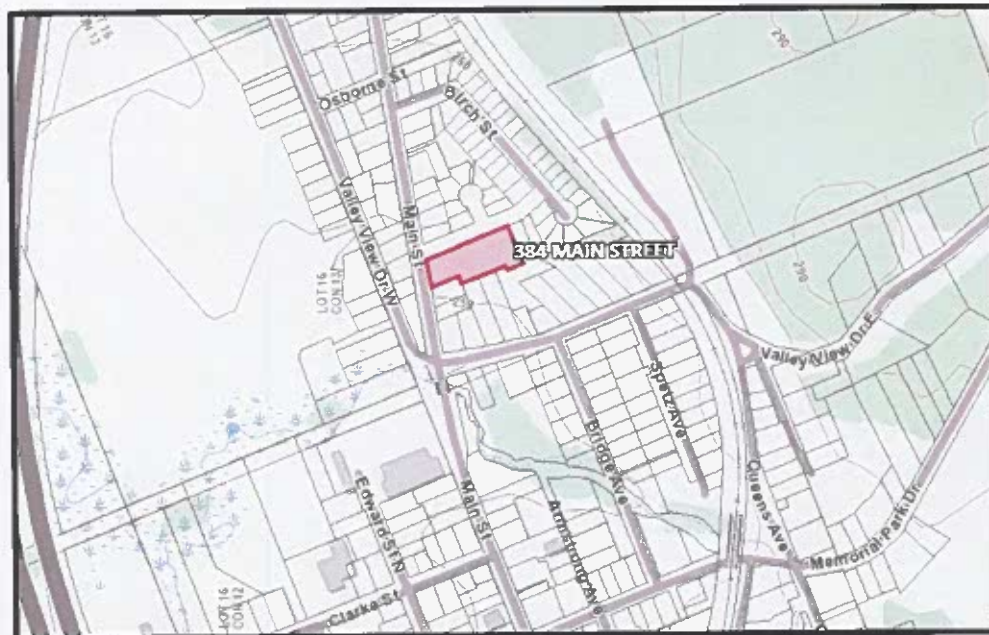
**Background**

William John Trussler on behalf of the Estate of William and Helen Trussler has submitted an Application for Consent to the North Almaguin Planning Board. The Application has been circulated to the Municipality of Powassan for comment. The purpose of the application is to sever a portion of land from an existing lot and add them to an abutting lot. No new lots will be created.

**Location and Lot Description**

The subject lands are legally described as Parcel 3149 SEC NS, Part of Lot 15, Concession 13 (Former Township of Himsworth), PIN 52206-077 (LT), in the Municipality of Powassan, District of Parry Sound. The property is currently known as 384 Main Street. The location of the subject lands is shown in [Figure 1](#). The subject property has a single detached dwelling and an accessory shed. The lands to be severed are comprised of a large open vacant field.

**Figure 1: Location Map**

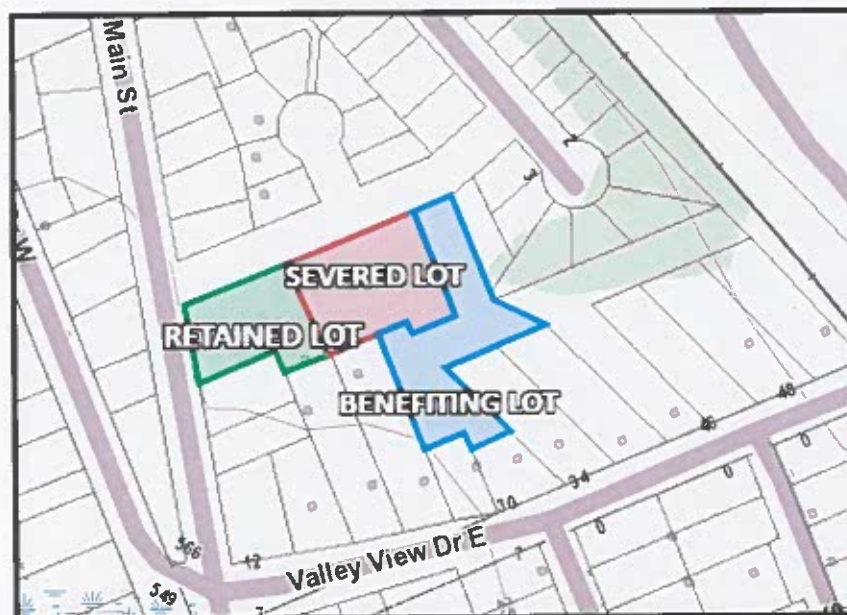


## Proposal Description

The subject property is located at 384 Main Street, in the Municipality of Powassan. An updated severance plan indicates the Retained Lot will maintain the existing frontage along Main Street of approximately 37 m and the lot area will be reduced to approximately 0.25 ha (0.6 ac). The Severed Lot will front on to an unopened municipal road allowance with no frontage on an improved public road. The approximate dimensions of the severed lands area 80 m by 47m and an approximate area of 0.38 ha (0.9 ac). The Severed Lot is to be added to an abutting Benefitting Lot and will enlarge the existing lot area. The Benefitting Lot also has frontage on an unopened municipal road allowance but no frontage on an improved public road.

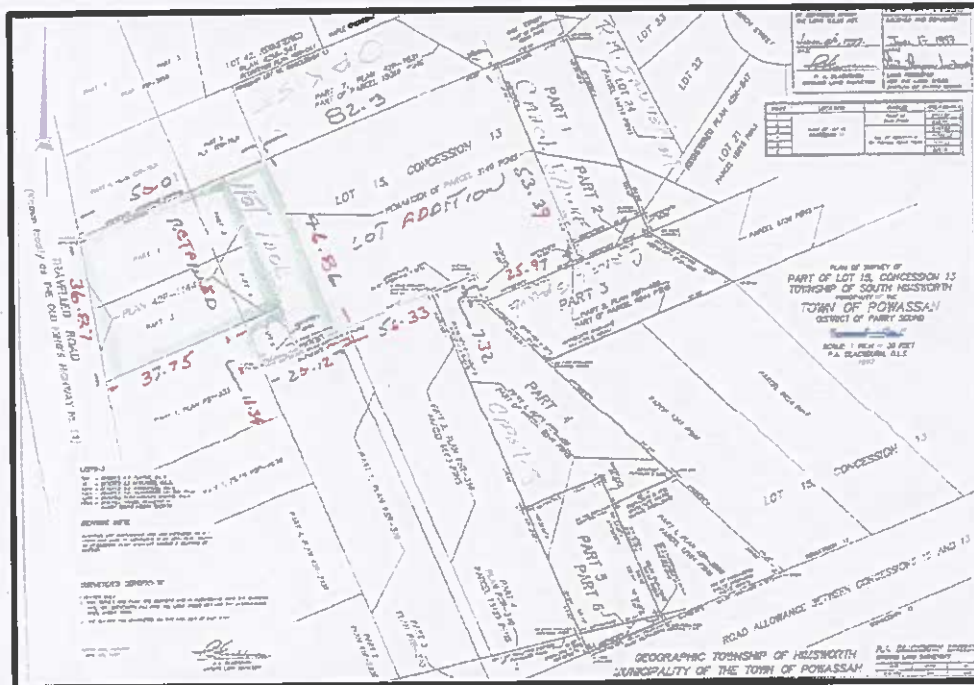
The proposed lot addition is shown in [Figure 2](#). The Retained Lot contains an existing dwelling that will continue to be located on the Retained Lot. The Severed and Benefitting Lots are vacant. The resulting lot configuration will continue to provide two lots, one with improved public road frontage and one without. The combined area of the Severed and Benefitting Lots is approximately 0.63 ha (1.6 ac), and it appears the lot addition is intended to consolidate land for future residential development. The applicant's agent indicated that future development would be permitted once public road frontage and municipal water, and sewer services are provided. There are no development plans at this time and buildings or structures continue to be prohibited due to the lack of road frontage.

**Figure 2: Lot Configuration**



The subject property is designated as Residential Area within the Urban Service Area of Powassan in the Official Plan and zoned Village Residential (RV1) in the implementing Zoning By-law. [Figure 3](#) illustrates the Consent Sketch submitted by the applicant's agent.

Figure 3: Severance Sketch



**Policy Analysis**

**Provincial Policy Statement, 2020**

The subject property would be considered Settlement Area according to the PPS Section 1.1.3. The proposed severance is a technical consent that does not propose to create a new lot. The intention is to add the severed portion to an abutting lot for a potential plan of subdivision in the future. Policy states:

*Settlement areas shall be the focus of growth and development. (1.1.3.1)*

And:

*Land use patterns within settlement areas shall also be based on a range of uses and opportunities for intensification and redevelopment in accordance with the criteria in policy 1.1.3.3, where this can be accommodated. (1.1.3.2)*

The application has long-term implications of a potential future plan of subdivision that are generally supported by the Provincial Policy Statements. The proposed lot line adjustment has no impact on the Settlement Area within Powassan and meets the general intent of the applicable policies of the Provincial Policy Statement.

### **Growth Plan for Northern Ontario, 2011**

The Municipality of Powassan is located within the Growth Plan for Northern Ontario Area and thus decisions are required to conform with this Plan. The purpose and guiding principles of the plan provides a 25-year vision of growth for the northern economy, people, communities, infrastructure, environment, and aboriginal peoples. The application has been reviewed against the applicable policies of this document and has been found to conform to the intent and purpose of the document.

### **Municipality of Powassan Official Plan, October 2003**

The Subject property is designated Residential Area. Section 8.0 of the Official Plan refers to the policies of Land Division. The Application generally is supported by the policies provided they meet the specific criteria of Section 8.1.1:

*ii) the lot size and setback requirements will satisfy specific requirements of this Plan and meet the implementing zoning by-law requirements;*

*iii) the proposed lot must front on a publicly maintained road;*

*vii) any lot for permanent residential use shall be located on a year round maintained municipal road or Provincial highway;*

*viii) the creation of any lot will not have the effect of preventing access to or land locking any other parcel of land.*

The purpose of the application is to sever and add to an abutting lot; no new lots are proposed. The Benefiting Lot does not have access or frontage on a municipally maintained public road and is assumed to be landlocked. Development of landlock parcels would not be permitted; however, this application is considered a technical consent and policy from Section 8.1.2 would apply:

*Notwithstanding the policies of this section, consents may be granted for the following technical purposes, provided that the retained and severed portions conform with the Zoning By-law:*

*ii) boundary corrections or adjustments;*

*ii) lot enlargements;*

*iii) re-creation of original 40 ha (100 acre lots);*

*iv) discharge of mortgage;*

*v) road widening and road allowances; and*

*vi) easements.*

Boundary adjustments for existing lots are permitted. No new lots will be created. The Severed Lot has no public road frontage and will be added to the Benefitting which also lacks public road frontage;

however, a potential exists to open an existing municipal road allowance and provide future road access. The retained lot continues to comply with the minimum zoning requirements.

**Municipality of Powassan Zoning By-law No. 2003-38**

The proposed severance applies to lands zoned Village Residential (RV1) in the municipal Zoning By-law No. 2003-38. The new lot configurations must comply with the provisions of the by-law. Figure 4 below includes the required zoning provisions for Village Residential (RV1) Zone.

**Figure 4: Zoning Uses and Regulations**

<b>4.1</b>	<b>VILLAGE RESIDENTIAL (RV1) ZONE</b>		
	No person shall within any Village Residential (RV1) Zone use any land, or erect, alter or use any building or structure except in accordance with the following provisions:		
<b>4.1.1</b>	<b>Permitted Uses</b>		
	i)	single detached dwelling	
	ii)	semi-detached dwelling	
	iii)	duplex dwelling	
	iv)	home occupation	
<b>4.1.2</b>	<b>Regulations for Permitted Uses</b>		
			<b>Metric</b> <b>Imperial</b>
	i)	Minimum Lot Area	- 603.8 sq. m.    6,500 sq. ft
	ii)	Minimum Lot Frontage	- 15.0 m          50.0 ft
	iii)	Minimum Front Yard	- 6.0 m          20 ft
	iv)	Minimum Interior Side Yard	- 1.0 m          3 ft
	v)	Minimum Exterior Side Yard	- 3.0 m          10 ft
	vi)	Minimum Rear Yard	- 6.0 m          20 ft
	vii)	Maximum Lot Coverage	- 30%            30%
	viii)	Maximum Height	- 9.0 m          30 ft
	a)	All residential uses located in the RV1 Zone shall be connected to the municipal water and sanitary sewer systems where such services are available to a lot.	

Section 3.8 of the Zoning By-law pertains to the Benefiting Lot and frontage on a public road:

*Frontage on Improved Public Road, Private Road or Navigable Waterway*

*a) Improved Public Road No person shall erect any building or structure in any Zone after the date of passing of this By-law, unless the lot upon which such building or structure is to be erected has frontage upon an improved public road. The above provisions shall not apply to prevent the erection of a permitted building or structure on a lot in registered plan of subdivision where a Subdivision Agreement has been entered into with the Municipality, notwithstanding that the road or roads will not be assumed by the Municipality until the end of the maintenance period, nor shall it apply to prevent the enlargement, extension, renovation, reconstruction or other structural alteration of an existing building or structure, which is located on a lot which does not have frontage upon an improved public road, provided the use of such building or structure does not change and is permissible within the Zone in which it is located.*

*b) Frontage on Private Road or Seasonal Road Notwithstanding the provision of Section 3.8 (a) where an existing lot fronts upon a private road or private right-of-way, a dwelling unit shall be permitted on such lot provided the existing lot has a legal, registered right to use the road and provided the dwelling is compliant with all other provisions of this By-law. Where an existing lot fronts upon a public road which is only maintained on a seasonable basis, a dwelling may be permitted provided the owner of the lot has entered into an agreement with the Municipality.*

The reduced area of the Retained Lot will continue to comply with the minimum lot area and frontage requirements, and existing building will comply with the minimum setback from the proposed new lot line. The increased area of the Benefitting Lot will also continue to comply with the minimum lot area requirements. The Benefitting Lot currently has no frontage on an improved public road and the addition of the Severed Lot will not change this. The Severed and Benefitting Lots will continue to have insufficient frontage and continue to be considered legal non-complying.

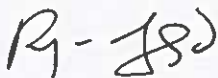
The by-law currently prohibits construction of buildings and structures on the Benefitting Lot due to a lack of public road frontage. The addition of the Severed Lot to the Benefitting Lot will not change the lack of road frontage. The resulting landlocked lot will have the same effect as the current conditions. The retained lot will comply with all the provisions of the zoning by-law.

#### Recommendation

In our professional opinion, the proposed lot line adjustment (Consent) Application is consistent with the 2020 Provincial Policy Statement, the Growth Plan for Northern Ontario, conforms to the Municipal Official Plan and will comply with the applicable zoning standards. It is our recommendation that Council provide comments of no objections to B6/POWASSAN/2024 provided the severed lot known as Parcel 3149 SEC NS, Part of Lot 15, Concession 13 (Former Township of Himsworth), PIN 52206-077 (LT) is merged on title with the abutting lot described as PLAN 42R-14338, Parts 1 & 2 and the standard conditions of consent are met.

Respectfully Submitted,

**PLANSCAPE INC.**



Ryan Lloyd B.E.S.  
Planning Consultant



Rian Allen M.Sc., MCIP, RPP  
Planning Consultant



**ADR**  
CHAMBERS

**Integrity Commissioner Office**  
for Municipality of Powassan

**MICHAEL MAYNARD**  
**Integrity Commissioner**  
Municipality of Powassan  
E-mail: [integrity@adr.ca](mailto:integrity@adr.ca)

March 28, 2024

**Sent by e-mail to:**

**Mr. Brayden Robinson**  
**Treasurer/Director of Corporate Services**  
250 Clark Street, Box 250  
Powassan, Ontario P0H 1Z0  
[brobinson@powassan.net](mailto:brobinson@powassan.net)

**Re: File No.: IC-30146-0324: Municipality of Powassan Integrity Commissioner Annual Report for the operating period of December 19, 2022 to December 18, 2023**

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Dear Mr. Robinson:

Thank you for the opportunity to act as the Integrity Commissioner (or “IC”) for the Municipality of Powassan (the “Municipality”) over the past year. In accordance with the terms of the agreement with the Municipality, and pursuant to section 223.6(1) of the *Municipal Act, 2001*, we are providing our annual report for the operating period of December 19, 2022 to December 18, 2023.

As you know, the IC’s role is to help Members of Council (“Members”) ensure that they are performing their functions in accordance with the Municipality’s Code of Conduct (the “Code”) and the *Municipal Conflict of Interest Act* (the “MCIA”). The Integrity Commissioner is available to educate and provide advice to Members on matters governing their ethical behaviour and compliance with the Code and the MCIA.

The Integrity Commissioner is also responsible for receiving, assessing, and investigating appropriate complaints respecting alleged breaches of the Code or the MCIA.



**Requests for Advice**

During this operating period, there were no requests for advice.

**Code of Conduct Complaints**

During this operating period, no Code of Conduct complaints were received.

**Billing**

A summary of billing for this operating period is included in this report as Appendix 1.

**Final Comments**

We look forward to assisting the Municipality and its Members of Council in contending with the issues that may arise in connection with the administration of its Code of Conduct in the coming year.

Yours truly,



Michael Maynard,  
Office of the Integrity Commissioner for the Municipality of Powassan



**APPENDIX 1**  
**Summary of Billing**

Billing for this operating period has totaled **\$339.00**, as detailed below.

<b>Invoice Number</b>	<b>Date</b>	<b>Fees</b>	<b>HST</b>	<b>Total</b>
<b>8570</b>	<b>03/09/2023</b>	<b>\$300.00</b>	<b>\$39.00</b>	<b>\$339.00</b>
<b>TOTAL</b>		<b>\$300.00</b>	<b>\$39.00</b>	<b>\$339.00</b>

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**From:** OntarioHonoursAndAwards@ontario.ca

**Date:** March 20, 2024 at 5:47:09 PM EDT

**To:** Peter McIsaac <pmcisaac@powassan.net>

**Subject:** Nominations for the 2024 Ontario Senior of the Year / Mises en candidature pour le Prix de la personne âgée de l'année de l'Ontario

**(Un message en français suivra)**

**Ministry for Seniors  
and Accessibility**

Minister

College Park  
777 Bay Street  
5<sup>th</sup> Floor  
Toronto ON M7A 1S5

**Ministère des Services aux  
aînés et de l'Accessibilité**

Ministre

College Park  
777, rue Bay  
5e étage  
Toronto (Ontario) M7A 1S5



March 2024

Dear Mayor, Reeve and Members of Council:

I am writing to invite you to submit a nomination for the 2024 [Ontario Senior of the Year Award](#).

This award gives each municipality the opportunity to honour one of their local seniors who, after age 65, has made outstanding contributions to enrich the social, cultural, and civic life of their community.

The deadline for nominations is April 30, 2024.

For more information on how to submit a nomination online, please visit the [Senior of the Year](#) webpage. Once you submit a nomination, a personalized certificate with your nominee's name will be sent to you. I encourage you to present it to your nominee in June in conjunction with Seniors Month.

The Ontario government is delighted to celebrate Seniors Month with municipalities across the province. Seniors have generously given their time, knowledge and expertise to make this province the best place in this country to live and work. It is important that we take the time to celebrate our older population and their valuable contributions.

If you have any questions about the upcoming 2024 Ontario Senior of the Year Award, please contact the Ontario Honours and Awards Secretariat at

[OntarioHonoursAndAwards@ontario.ca](mailto:OntarioHonoursAndAwards@ontario.ca).

Thank you in advance for your support of local seniors and Seniors Month.

Sincerely,



Raymond Cho  
Minister for Seniors and Accessibility

**Ministry for Seniors  
and Accessibility**

Minister

College Park  
777 Bay Street  
5<sup>th</sup> Floor  
Toronto ON M7A 1S5

**Ministère des Services aux  
aînés et de l'Accessibilité**

Ministre

College Park  
777, rue Bay  
5e étage  
Toronto (Ontario) M7A 1S5



Mars 2024

Monsieur le Maire/Madame la Mairesse, Préfet/Préfète et Membres du Conseil :

Je vous écris pour vous inviter à soumettre une candidature pour le [Prix de la personne âgée de l'année de l'Ontario](#) de 2024.

Ce prix donne à chaque municipalité l'occasion d'honorer une personne âgée exceptionnelle de sa localité après l'âge de 65 ans pour les contributions qu'elle a apportées à l'enrichissement de la vie sociale, culturelle et civique de sa communauté.

La date limite de soumission des candidatures est le 30 avril 2024.

Pour obtenir de plus amples renseignements concernant la façon de soumettre une candidature en ligne, veuillez visiter la page Web du [Prix de la personne âgée de l'année de l'Ontario](#). Une fois que vous aurez soumis une candidature, un certificat personnalisé avec le nom de votre candidat(e) vous sera envoyé. Je vous encourage à le présenter à votre candidat(e) en juin dans le cadre du Mois des aînés.

Le gouvernement de l'Ontario est ravi de célébrer le Mois des aînés avec les municipalités de toute la province. Les personnes âgées ont généreusement donné leur temps, leurs connaissances et leur expertise pour faire de cette province le meilleur endroit au pays où vivre et travailler. Il est important que nous prenions le temps de célébrer nos aînés et leurs précieuses contributions.

Si vous avez des questions au sujet du Prix de la personne âgée de l'année de l'Ontario de 2024, veuillez communiquer avec le Secrétariat des distinctions et prix de l'Ontario à l'adresse suivante : [OntarioHonoursAndAwards@ontario.ca](mailto:OntarioHonoursAndAwards@ontario.ca)

Merci d'avance pour votre soutien aux personnes âgées de votre région et au Mois des

aînés.

Sincèrement,



**Raymond Cho**  
**Ministre des Services aux aînés et de l'Accessibilité**

March - May 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mar 31	<b>Apr 1</b> <input type="checkbox"/> Easter Monday <input type="checkbox"/> Office Closed	2 <input type="checkbox"/> Council	3 <input type="checkbox"/> NAPB	4	5	6
7	8	9	10 <input type="checkbox"/> Recreation Committee	11 <input type="checkbox"/> DSSAB	12	13
14	15 <input type="checkbox"/> Library Board Meeting	16 <input type="checkbox"/> Council <input type="checkbox"/> GSMNP	17 <input type="checkbox"/> Eastholme Board	18	19	20
21	22	23	24 <input type="checkbox"/> NBMCA	25	26	27 <input type="checkbox"/> Powassan Maple Syrup Festival
28	29	30	<b>May 1</b>	2	3	4