

AGENDA

Regular Council Meeting
Tuesday, May 5, 2026, at 6:30 p.m.
Powassan Council Chambers
252 Clark Street, Powassan, ON

1. CALL TO ORDER

2. LAND ACKNOWLEDGMENT

"We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, under the terms of the Robinson-Huron Treaty of 1850 and the Williams Treaties of 1923. We wish to acknowledge the long history of First Nations and Metis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude towards the Indigenous peoples for their past and present stewardship over these lands, waterways, and resources. May we continue to honour their history, culture, and teachings as we work towards reconciliation."

3. ROLL CALL

4. DISCLOSURE OF MONETARY INTEREST AND GENERAL NATURE THEREOF

5. APPROVAL OF THE AGENDA

6. DELEGATIONS TO COUNCIL

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

7.1 Regular Council Meeting of April 21, 2026

8. MINUTES AND REPORTS FROM COMMITTEES OF COUNCIL

8.1 Recreation Committee Meeting – Minutes of January 29, 2026

9. MINUTES AND REPORTS FROM APPOINTED BOARDS

9.1 The Powassan and District Union Public Library – Minutes of March 16, 2026

10. STAFF REPORTS

10.1 Manager of Operations, T. Keefe – Recycling Depot

10.2 Manager of Operations, T. Keefe – Street Sweeping, Award of Contract

10.3 Protective Services Official, M. Peddle – Draft Trailer Bylaw

10.4 Clerk, A. Quinn – Municipal Employee Conduct During and Election Period Policy

10.5 Treasurer, B. Jones – 2025 Statement of Council Remuneration

11. BYLAWS

- 11.1 Bylaw 2026-06 – To Regulate Parking in the Municipality of Powassan
- 11.2 Bylaw 2026-07 – Zoning Bylaw Amendment (Tomaselli)
- 11.3 Bylaw 2026-08 – Zoning Bylaw Amendment (Hughes)
- 11.4 Bylaw 2026-12 – To Set Tax Ratios for 2026
- 11.5 Bylaw 2026-13 – To Adopt the 2026 Municipal Budget
- 11.6 Bylaw 2026-14 – To Provide for the Adoption of Tax Rates and Default Payment for 2026
- 11.7 Bylaw 2026-15 – To Adopt the 2026 Water and Wastewater Budget
- 11.8 Bylaw 2026-16 – To Adopt the Water and Wastewater Fee Schedule for 2026
- 11.9 Bylaw 2025-14 – To Regulate and Govern Animals Including Exotic Animals Within the Municipality - Amendment

12. UNFINISHED BUSINESS

- 12.1 Powassan and District Union Public Library – 2026 Budget
- 12.2 Powassan and District Union Public Library Agreement

13. NEW BUSINESS

14. CORRESPONDENCE

- 14.1 Ministry of Rural Affairs – Trout Creek Community Centre Delegation at Good Roads Conference
- 14.2 Almaguin Pride – Request to Proclaim June as Pride Month

15. ADDENDUM

16. NOTICE OF SCHEDULE OF COUNCIL AND BOARD MEETINGS

17. CLOSED SESSION

18. MOTION TO ADJOURN

Regular Council Meeting
Tuesday, April 21, 2026, at 6:30 pm
Council Chambers

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

Staff: Allison Quinn, Clerk
Bradley Jones, Treasurer

Absent,
With Regrets: Randy Hall, Councillor

Presentations: None.

Disclosure of Monetary Interest and General Nature Thereof: None.

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- | | | | |
|----------------|---|-------------------------|----------------|
| 2026-91 | Moved by: L. Patey | Seconded by: D. Britton | |
| | That the agenda of the Regular Council Meeting of April 21, 2026, be approved. | | Carried |
| 2026-92 | Moved by: D. Britton | Seconded by: M. Wand | |
| | That the minutes of the Regular Meeting of Council of March 17, 2026, be adopted. | | Carried |
| 2026-93 | Moved by: M. Wand | Seconded by: L. Patey | |
| | That the minutes of the Special Budget Meeting of Council of March 24, 2026, be adopted. | | Carried |
| 2026-94 | Moved by: L. Patey | Seconded by: D. Britton | |
| | That the minutes from the Powassan Maple Syrup Festival Committee meeting of February 12, 2026, be received. | | Carried |
| 2026-95 | Moved by: D. Britton | Seconded by: L. Patey | |
| | That the minutes from the Powassan Maple Syrup Festival Committee meeting of March 16, 2026, be received. | | Carried |
| 2026-96 | Moved by: M. Wand | Seconded by: L. Patey | |
| | That the minutes from the Golden Sunshine Municipal Non-Profit Housing Corporation committee meeting of February 17, 2026, be received. | | Carried |
| 2026-97 | Moved by: L. Patey | Seconded by: D. Britton | |
| | That the Council for the Municipality of Powassan approved a 4.93% residential tax rate increase for the year 2026. | | Carried |

- 2026-98** Moved by: D. Britton Seconded by: M. Wand
That the Council for the Municipality of Powassan approves a 2% water and wastewater increase for the year 2026. **Carried**
- 2026-99** Moved by: M. Wand Seconded by: L. Patey
That the memo from Protective Services Official, M. Peddle, regarding the Update to Kennel Licenses and Animal Bylaw, be received; and,

FURTHER that staff be directed to bring the Bylaw amendment back to the next Regular Meeting of Council for adoption. **Carried**
- 2026-100** Moved by: L. Patey Seconded by: D. Britton
That the report dated March 23, 2026, from Planscape regarding Zoning Bylaw Amendment for 81 King Street, be received. **Carried**
- 2026-101** Moved by: D. Britton Seconded by: M. Wand
That the report dated December 3, 2025, from Planscape regarding consent Application B11/Powassan2026 – 118 Hwy 534, be received. **Carried**
- 2026-102** Moved by: M. Wand Seconded by: L. Patey
That the memo from Protective Services Official, M. Peddle, regarding Issues Surrounding Trailers, be received; and,

FURTHER that the Draft Bylaw to Licence Trailers in the Municipality of Powassan be brought back to the next Regular Meeting of Council for further consideration. **Carried**
- 2026-103** Moved by: L. Patey Seconded by: D. Britton
That Bylaw 2026-04 being a Bylaw to appoint a Protective Services Official,

Be **READ** a **FIRST** and **SECOND** time on the 17th day of March 2026 and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council meeting on the 21st day of April 2026. **Carried**
- 2026-104** Moved by: D. Britton Seconded by: M. Wand
That Bylaw 2026-05 being a Bylaw to Authorize Delegated Authority during the “Lame Duck Period” of Council,

Be **READ** a **FIRST** and **SECOND** time on the 17th day of March 2026 and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council meeting on the 21st day of April 2026. **Carried**
- 2026-105** Moved by: D. Britton Seconded by: M. Wand
That Bylaw 2026-06 Being a Bylaw to Regulate Parking on Highways in the Municipality of Powassan

Be **READ** a **FIRST** and **SECOND** time on the 21st day of April 2026 and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council meeting on the 5th day of May 2026. **Carried**

2026-106

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

That Bylaw 2026-07 Being a Bylaw to amend Bylaw No. 2003-38, as amended, the Zoning Bylaw for the Municipality of Powassan with respect to lands described as Plan 57, Block 7, Part of Lot 25; Part of Lot 16, Concession 12, Himsworth, (Civic Address: 81 King Street, Powassan), in the Municipality of Powassan, District of Parry Sound.

Be **READ** a **FIRST** and **SECOND** time on the 21st day of April 2026 and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council meeting on the 5th day of May 2026. **Carried**

2026-107

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

That Bylaw 2026-08 Being a Bylaw to amend Bylaw No. 2003-38, as amended, the Zoning Bylaw for the Municipality of Powassan with respect to lands described as Parts of Lots 19 and 20, Concession 13 (Himsworth), in the Municipality of Powassan, District of Parry Sound.

Be **READ** a **FIRST** and **SECOND** time on the 21st day of April 2026 and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council meeting on the 5th day of May 2026. **Carried**

2026-108

Moved by: D. Britton Seconded by: M. Wand

That Bylaw 2026-09 Being a Bylaw to Adopt an Election-Related Resources Policy,

Be **READ** a **FIRST** and **SECOND** time and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council this 21st day of April 2026, for the immediate wellbeing of the Municipality. **Carried**

2026-109

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

That Bylaw 2026-10 Being a Bylaw to Close Highways for the Purpose of the Powassan Maple Syrup Festival,

Be **READ** a **FIRST** and **SECOND** time and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council this 21st day of April 2026, for the immediate wellbeing of the Municipality. **Carried**

2026-110

Moved by: D. Britton Seconded by: M. Wand

That Bylaw 2026-11 Being a Bylaw to Close Highways for the Purpose of Safety while the Fundraiser Maple Hill SAP Run Takes Place,

Be **READ** a **FIRST** and **SECOND** time and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council this 21st day of April 2026, for the immediate wellbeing of the Municipality. **Carried**

2026-111

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

That the correspondence from the Powassan and District Union Public Library regarding the four year Budget Forecast be received for information purposes. **Carried**

2026-112

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

That the Agreement for the Powassan and District Union Public Library between the Corporation of the Municipality of Powassan, the Corporation of the Township of Nipissing and the Corporation of the Township of Chisholm be approved; and,

FURTHER that the Mayor and Clerk be given the authority to execute the agreement.

Deferred

2026-113

Moved by: D. Britton Seconded by: M. Wand

That the Ontario Clean Water Agency’s 2025 Annual Performance Report for the Powassan Sewage Treatment Lagoon and Sewage Collection System, be received.

Recorded Vote: Requested by Councillor Britton

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

Carried

2026-114

Moved by: D. Britton Seconded by: M. Wand

That Resolution 2026/04/120 from the Council of the Municipality of Callander regarding the appointment to the District of Parry Sound Social Services Administration Board vacancy be received; and,

Further, that Council supports the appointment of Municipality of Callander Councillor Linda Alkins.

Carried

2026-115

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

That the correspondence from Canadian Heritage and the Minister of Canadian Identity and Culture, regarding Celebrate Canada Funding 2026, be received.

Carried

2026-116

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

That the correspondence from Discovery Routes Trails Organization regarding their New Adventure Trails Map Partnership Opportunity, be received; and,

FURTHER that the Municipality of Powassan provide the contribution of \$250 to join the partnership to develop a new Adventure Trails Map and promote tourism in the region.

Carried

2026-117

Moved by: D. Britton Seconded by: M. Wand

Whereas, The Municipality of Powassan has the following interest: to improving our schoolyards by creating outdoor learning spaces and tree canopy environments; and

Whereas, The Re-Nature Foundation is undertaking the "Growing Near North District School Board Canopies with Re-Nature", and the "Growing Nipissing-Parry Sound Catholic District School Board Canopies with Re-Nature" programs which will be building outdoor learning spaces and planting trees at the elementary schools within the Municipality.

Now Be it Resolved that the Council of The Municipality of Powassan acknowledges and supports the funding opportunity from the Federation of Canadian Municipalities’ “Growing Canada’s Community Canopies” initiative for the "Growing Near North District School Board Canopies with Re-Nature” program, and the "Growing Nipissing-Parry Sound Catholic

District School Board Canopies with Re-Nature" program, which will be building learning spaces and planting trees at the elementary schools in the municipality, in partnership with The Municipality of Powassan; and,

That Council recognizes that the lifetime contribution from the "Growing Canada's Community Canopies" initiative will not exceed \$10 million for tree planting within the municipality, inclusive of a maximum contribution of \$1 million for infrastructure activity costs, and that if approved this project will be counted towards that limit. **Carried**

2026-118

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

That the correspondence from the Near North Palliative Care Network regarding their first annual virtual art auction, be received. **Carried**

2026-119

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

That the correspondence from the Women's Own Resource Centre regarding their Community Kitchen Program, be received,

AND FURTHER, that staff reach out to the Community Kitchen Program to discuss the proposed dates and space availability. **Carried**

2026-220

Moved by: D. Britton Seconded by: M. Wand

That Council now adjourns at 7:12 p.m. **Carried**

Mayor

Clerk



Recreation Committee Meeting Minutes

Thursday January 29, 2025, 7:00 p.m.

At 250 Clark Street

Attendees: Jeff Eckensviller, Councillor Leo Patey, Kim Lindsay, Nathan Stewart, Colin Byham

Absent With Regret: Mayor Peter Mclsaac, Kathy Hogan, Brian Eckensviller, TC Booster Club

AGENDA

1) Call to Order at 7:05pm

Moved: Jeff Eckensviller Second: Kim Lindsay
Carried

2) Agenda:

Adoption of the agenda of January 29, 2025
Moved: Kim Lindsay Second: Leo Patey
Carried

3) Disclosure of Pecuniary Interest – None

4) Presentations – None

5) Adoption of Minutes: Approval of Minutes of November 20, 2025

Moved: Kim Lindsay Second: Nathan Stewart
Carried

6) Event Updates – None

7) New Business:

a) TC Carnival – February 13-15, 2026

Booster Club has events planned as lead up to the Carnival Weekend in conjunction with other local clubs – The Booster Club is hosting a Trivia Night the Saturday prior to the carnival, TC Agricultural Society will be hosting Article Bingo the week leading into carnival, Dart Night Wednesday & a viewing party for the Can v Swe game will be aired Friday afternoon. The Booster Club will be operating the kitchen all weekend. The TC Fundraising Committee is selling a retro Tucker the Trout Button for admission/souvenir fundraising. The hockey tournament starts Friday at 5, and the booster club will be hosting children's activities all weekend long.
-Coun. Patey offered Maple the Moose could make an appearance at the festival
-N. Stewart offered to share promotional materials with Astorville Arena
-Municipal staff have been asked to volunteer to run the door over the carnival weekend
-Volunteers are still needed for the door

b) Ontario Trillium Funding – Seed Grant

The committee was eager to learn what the funding could be used for, staff member Erin Sawyer indicated that the grant is intended to form the Municipalities Recreational Master Plan

to make the delivery of rec more effective and efficient. Councillor Patey felt that the Recreation Committee would be suited to offer advice and input based on the mandate the committee would be carrying out.

8) Outstanding Business:

a) Mandate Review

i) Membership – 9 members

(1) Seat is vacated in writing from member or When member fails to attend 6 meetings in a year or 4 consecutive meetings

ii) Term of Appointment – No member is permanent, Members will serve a 4 year term

iii) Meetings – Meetings will be held on a set date monthly ie. Second Thursday of each month as determined by the committee

9) Community Updates:

a) C. Byham provided update from TC Lions who will be hosting a pancake breakfast & article BINGO over carnival weekend. An alcoholic beverage container collection site has been established by the Lion's at the TC Community Centre. The Lion's hosted a Christmas Dinner and raised \$4400 for the Powassan Food Bank. The Club is looking into hosting monthly dinners for seniors in collaboration with the Powassan Lions and the Municipality.

b) N. Steward provided update from PMHA who hosted the Black & Gold House Tournament in December, including at U7-U9 division, with 3 PMHA teams representing. The association has a rep tournament upcoming in January hosted out of Powassan, Trout Creek & South River. The PMHA will be hosting a Spaghetti Supper on February 21 to raise funds for the Trout Creek Community Centre Fundraiser. The association is looking forward to next season, potentially offering a U21 team.

c) Councilor Patey – As Chair of the Maple Syrup Festival Councillor Patey indicated that the MSF committee is looking for volunteers for the day of the event. The Rec Committee has an opportunity to have a booth at the festival – may be of use to recruit members.

d) K. Lindsay had no new updates from the Curling Club, the season will wrap up in March.

e) E. Sawyer provided an update from Municipal staff that registration for Youth Soccer, T-Ball & Ball Hockey had all commenced. Plans for the Lion's pool & summer GAP program are underway.

f) J. Eckensviller provided updates from the TC Fundraising Committee as they look to plan a Hockey-A-Thon. Timing of such an event will be determined by ice availability and minor hockey play offs. The TC Fundraising committee has recently received the assistance of someone with an extensive marketing background who has offered their services to the committee. The committee has a website under development.

10) Next Meeting: February 18, 2026 @ 7pm

12. Adjournment: Meeting adjourned at 8:08pm

Powassan & District Union Public Library

Minutes for Monday, March 16, 2026 – 6:15 p.m.

Board Meeting @ Library

In-person: Debbie Piper, Will Armstrong, Bill Finnis, Steve Kirkey, Pat Stephens, Larry Woodward, Marie Rosset

Via Zoom: Valerie Morgan, Bernadette Kerr

Absent with regrets: Randy Hall, Jennie Leblond

Recording of meeting

Item	Action	Responsibility
1. Call to order	6:15 pm	
2. Respect and Acknowledgement Declaration	<p>Declaration read by CEO</p> <p>We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honour these teachings and recognize their value going forward.</p>	
<p>3. General Consent Motion: Presented the general Consent Motion for March 2026, which includes:</p> <p>a) Approval of the March 16, 2026 Agenda,</p> <p>b) Approval of Minutes from the February 23, 2026 meeting,</p> <p>c) Approval of the February 2026 Financial Statements.</p>	<p>CEO presented information to the Board</p> <p>Yearly Program Attendance</p> <p>2016: 8,645</p> <p>2025: 11,737</p> <p>2025 In-Person Visits: 28,494</p> <p>Which means that in 2025 41% of visitors to the library were there for some sort of programming.</p> <p><u>Motion: 2026-07</u></p> <p>That the General Consent Motion for March 2026 be adopted with modified agenda.</p> <p>Moved by: Pat Stephens</p> <p>Seconded by: Larry Woodward</p> <p>Carried.</p>	
4. Disclosure of pecuniary Interest	None	
<p>5. Business</p> <p>a) Update on hiring of new CEO</p>	<p>Ads for the CEO position were posted at the beginning of March and several applications have</p>	Hiring Committee

<p>b) Grants update</p>	<p>been submitted. Jen Leblond from the hiring committee is drafting interview questions.</p> <ul style="list-style-type: none"> • PDUPL applied for the 2026 OTF Capital Grant to repair and bring up to code their elevator through the Township of Nipissing. Kim Turnbull, from Nipissing worked with CEO to complete application. • Seniors Community Grant application – pending • Canada Summer Job (CSJ) – pending • Art Council of Ontario – application for funding for the August Music Festival submitted Feb 18. • CEO complimented Kim Turnbull for her competency and suggested using more of her services in the future – dependent on her availability. 	
<p>c) Library Agreement Renewal Update</p>	<p>No new development shared. CEO to send interim invoices to Union Members who haven't paid their Library Fees.</p>	<p>Councillor Hall</p>
<p>d) Photocopying Contract with Xerox</p>	<p>Digital Office Solutions (DOS) is no longer an Authorized Agency with Xerox Canada. Document Excellence has taken over the contract. Their representative has informed us that through the Vendor of Record (VOR) Ontario program, printing costs will be reduced substantially. Will Armstrong recommended to register the Library as a VOR recipient. CEO will investigate</p>	<p>CEO</p>
<p>e) Upcoming Activities</p>	<p>Same as last months: March Break Activities, CEO distributed handout describing activities. March 16: St Pats activities March 17: Silent Dance Party in partnership with 250 GAP program March 18: Skate Event March 19: Steven Morrin – wild animal Presentation March 20: Mini Olympics April 7: special presentation on local Hospice care April 28: presentation of MAiD with Dr. Gauthier</p>	

6. Correspondence	none	
<p>7. Committee Reports</p> <p>a) Property Committee</p> <p>b) Financial Committee</p> <p>c) Policy Committee</p> <p>d) Friends of the Library</p>	<ul style="list-style-type: none"> - OTF Capital Grant submitted. All elevator repairs delayed until results from application received. - The Budget was sent out to three municipalities – approval pending. - Audit by BakerTilly is completed, final report will be presented at the April 20, meeting. - New contract with Xerox could potentially save \$1,300 per year. - SERV-07 PDUPL Facility Use Policy Scheduling and fees modified <u>Motion: 2026-08</u> That SERV-07 PDUPL Facility Use Policy be adopted as modified. Moved by: Stephen Kirkey Seconded by: Will Armstrong Carried. - RES-20 Artificial (AI) Policy and Generative Artificial Intelligence (GenAI) policy deferred until we have more information - Friends agreed to cover the cost of shelving and fireplace surround in Enever Room - Will cover cost of a kitchen update. - Home Hardware will supply materials and fixtures. 	<p>CEO</p> <p>BakerTilly</p> <p>CEO</p> <p>CEO and friends</p>
8. Adjournment	<p>Motion: 2026-09</p> <p>That the March 16, 2026, meeting be adjourned at 7:15 pm.</p> <p>Moved by: Bill Finnis</p>	<p>Next meeting: April 20, 2026, at 6:15 pm</p>

Vice Chair: Pat Stephens
Debbie Piper

Recorder: _____
Marie Rosset, CEO

Briefing Note – Recycling Depot

To: Council
From: Tkeefe – Manager of Operations
Re: Recycling Convenience Depot – Service Review and Recommendation
Date: May 5th, 2026

Purpose

To provide Council with an overview of the current recycling convenience depot service at the landfill, associated costs, alignment with provincial policy, and a recommendation regarding continuation of the service.

Background

The Municipality currently operates a recycling convenience depot at the landfill site. This depot was historically intended to provide residents with an option to drop off recyclable materials.

Under the transition to Ontario's producer responsibility framework, recycling collection for residential properties is now managed by Circular Materials. Eligible residential properties receive curbside recycling collection funded through the provincial program. Municipalities are no longer responsible for funding residential blue box programs, and recycling services for industrial, commercial, and institutional properties are not covered under the provincial program and must be arranged privately.

As a result, the landfill depot functions as a convenience service rather than a required or provincially funded program.

Current Situation

The Municipality provides a self funded recycling depot at the landfill. The depot is serviced approximately two to three times per month depending on demand, and materials deposited include both residential overflow and commercial recycling.

Current contractor pricing is as follows:

- 40-yard bin rental: \$450 per month
- Haul (dump and return): \$600 per occurrence
- Disposal/processing: \$250 per metric tonne

Based on typical servicing levels, estimated monthly costs range between \$2,000 and \$3,000, resulting in an estimated annual cost of \$24,000 to \$36,000 or greater depending on tonnage. These costs are fully funded through the municipal tax levy.

Comparative Municipal Practices

A review of surrounding and comparable municipalities indicates that municipalities with curbside recycling service under the provincial program generally do not operate or fund convenience depots. Where depots exist, they are typically located in areas without curbside collection and are funded through the producer responsibility system rather than municipal taxation.

Municipalities do not provide publicly funded recycling services for commercial users. Businesses are expected to arrange private recycling services in accordance with provincial policy.

Analysis

The current landfill recycling depot duplicates an existing curbside service for residents, creates an ongoing financial burden on the tax base, and may result in unintended subsidization of commercial users. The service is not required under provincial legislation and is not aligned with the standard service model used by comparable municipalities.

Recommendation

It is recommended that Council approve the phased discontinuation of the recycling convenience depot at the landfill and direct staff to cease operations effective June 1, 2026.

Staff will communicate this change to residents and businesses, confirming that curbside recycling service remains unchanged and that commercial users are responsible for arranging private recycling services.

Financial Impact

The discontinuation of the depot is expected to result in annual savings in the range of \$24,000 to \$36,000 and reduce ongoing operational requirements.



Briefing Note – Municipal Street Sweeping

To: Council
From: TKeefe – Manager of Operations
Re: Award of Contract – Spring Street Sweeping Services (RFQ-2026-002)
Date: May 5th, 2026

Purpose

To present the results of RFQ-2026-002 for spring street sweeping services and obtain Council authorization to award the contract.

Background

The Municipality issued a Request for Quotation for spring street sweeping services in Powassan and Trout Creek, including urban, rural, and select spot locations.

The RFQ was advertised through Muniserv (Bids and Tenders), posted on the Municipal website, and circulated directly to known contractors to ensure a competitive process.

Work is required to be completed by May 31, 2026. A limited portion of sweeping (a few kilometres) was completed by staff in advance to support the Maple Syrup Festival. This work was included in the RFQ quantities for consistency; however, it will be removed from the final contract scope and adjusted through negotiation with the successful bidder.

Staff intend to issue a Request for Proposal in late summer 2026 for a multi-year (three-year) street sweeping contract.

Summary of Quotations (Attached)

A&G The Road Cleaners Ltd.
Total Estimated Cost: approximately \$36,350
Schedule: Start May 11, 2026; approximately one week duration

Deep Construction 2018 Inc.
Total Estimated Cost: approximately \$51,525
Schedule: May 22–28, 2026

A&G is approximately \$15,000–\$16,000 lower than Deep Construction.

Analysis

A&G The Road Cleaners Ltd. submitted the lowest bid and has confirmed the earliest availability, with mobilization on May 11 and completion within approximately one week.

Deep Construction 2018 Inc. provided a later schedule (May 22–28) at a higher cost.

Street sweeping is a time-sensitive service impacting road safety, drainage, and overall community standards. Earlier completion is operationally preferred and reduces the likelihood of service concerns.

With both cost and schedule advantages, A&G represents the best overall value. Risk associated with award is minimal.

Recommendation

That Council authorize staff to award the 2026 Spring Street Sweeping contract to A&G The Road Cleaners Ltd., as the lowest compliant bidder, with a start date of May 11, 2026 and an estimated one week completion timeframe.

9. Schedule A – Fee Proposal

Item	Unit	Quantity	Rate	Total
Urban Powassan	Per km	12	1,650.00	19,800.00
Urban Trout Creek	Per km	8.5	1,850.00	15,725.00
Rural Sweeping	Lump Sum	12 km (approx.)	500.00	6,000.00
Spot Locations	Each	10 (approx.)	1000.00	10,000.00
Additional Pass (Optional)	Per km		800.00	

10. Declaration

Company Name: Deep Construction 2018 Inc.

Authorized Representative: Steve Morrison

Signature: 

Date: April 23rd 2026

9. Schedule A – Fee Proposal

Item	Unit	Quantity	Rate	Total
Urban Powassan	Per km	12	\$980/km	\$11,760
Urban Trout Creek	Per km	8.5	\$980/km	\$8,330
Rural Sweeping	Lump Sum	12 km (approx.)	\$11,760	\$11,760
Spot Locations	Each	10 (approx.)	\$450/spot	\$4,500
Additional Pass (Optional)	Per km		\$980/km	\$980/km

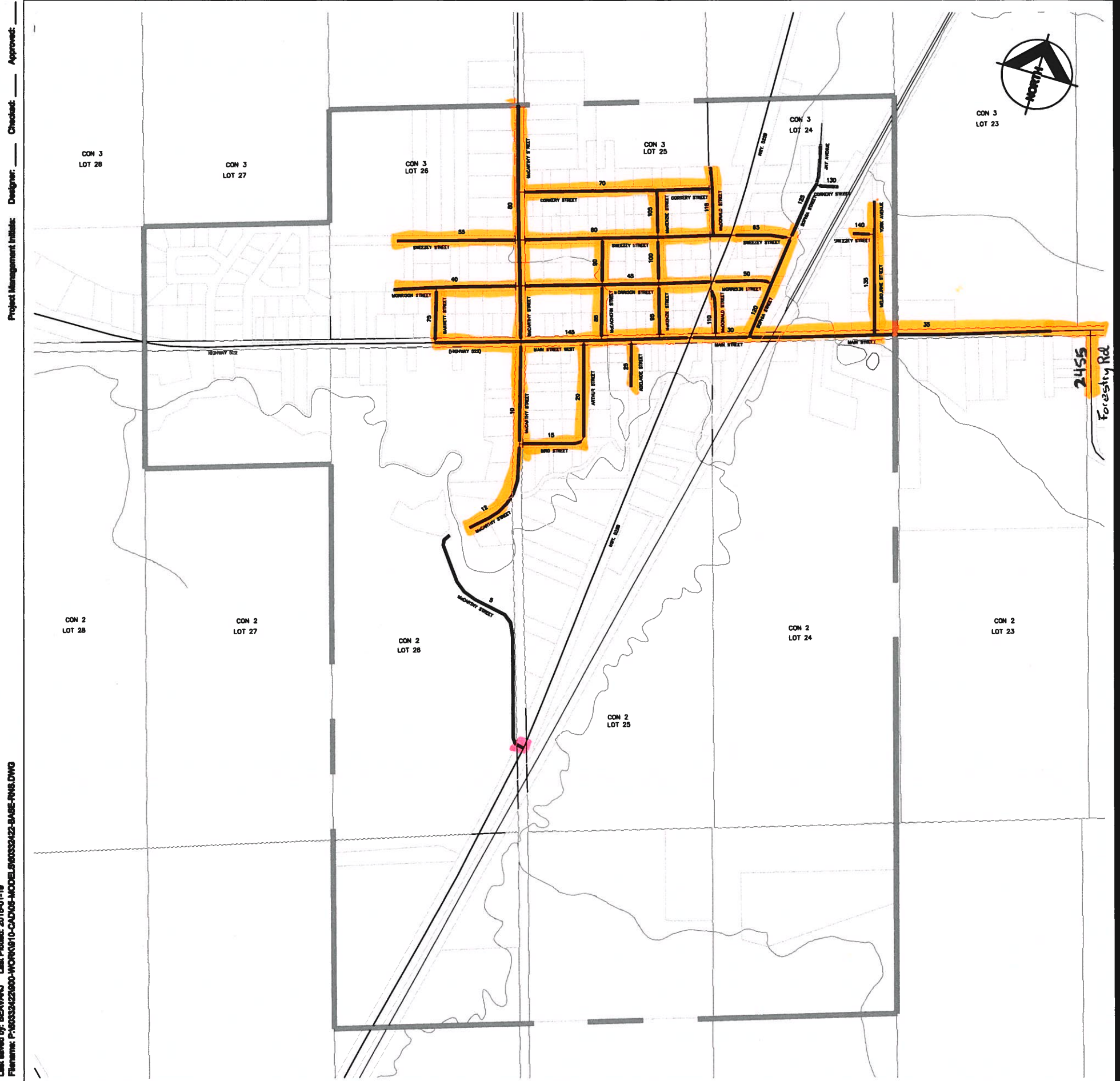
10. Declaration

Company Name: A&G The Road Cleaners Ltd.

Authorized Representative: Abraham Tsherna

Signature:  _____

Date: April 24, 2026



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Project Management Initials: Designer: Checked: Approved:



PROJECT
2014 ROAD NEEDS STUDY

CLIENT
MUNICIPALITY OF POWASSAN
P.O. BOX 260, MAIN STREET
POWASSAN, ONTARIO P0H 1Z0
705.724.2913 tel 705.724.5533 fax
www.powassan.net

CONSULTANT
AECOM Canada Ltd.
345 Ecclestone Drive
Brambridge Ontario, Canada P1L 1R1
705.645.5982 tel 705.645.1841 fax
www.aecom.com

LEGEND

	ROAD SECTION
032	ROAD SECTION NUMBER
	PROVINCIAL HIGHWAY
	MUNICIPAL ROAD
	WETLAND
	WATERBODY
	CREEK / RIVER
	MUNICIPAL BOUNDARY

REGISTRATION

ISSUE/REVISION

NR	DATE	DESCRIPTION

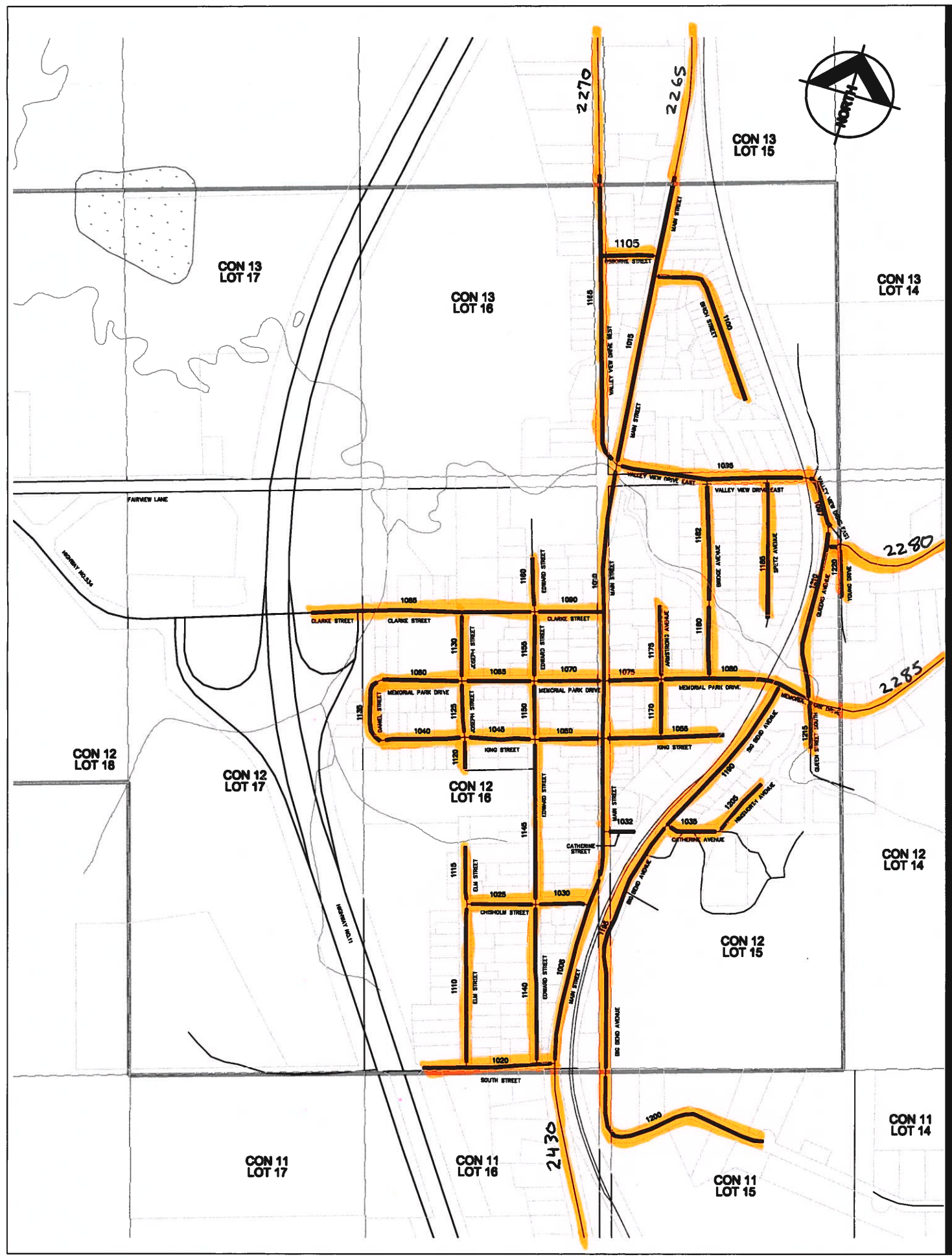
KEY PLAN

= Roads to be swept
 = Intersection or Cul-de-sac Sweeping only.

PROJECT NUMBER
0332422
SHEET TITLE
TROUT CREEK ROAD INVENTORY SECTIONS
SHEET NUMBER

Last saved by: BEAVANU Last Plot: 2015-01-19
 Filename: P:\60332422\600-WORK\010-CAU\05-MODELS\60332422-BASE-RNS.DWG

Project Management Initials: Designer: Checked: Approved:



AECOM

PROJECT
 2014 ROAD NEEDS STUDY

CLIENT
MUNICIPALITY OF POWASSAN
 P.O. BOX 260, MAIN STREET
 POWASSAN, ONTARIO P0H 1Z0
 705.724.2813 tel 705.724.5533 fax
 www.powassan.net

CONSULTANT
 AECOM Canada Ltd.
 348 Ecdelstone Drive
 Bracebridge Ontario, Canada P1L 1R1
 705.645.5992 tel 705.645.1841 fax
 www.aecom.com

- LEGEND**
- ROAD SECTION
 - 032 ROAD SECTION NUMBER
 - PROVINCIAL HIGHWAY
 - MUNICIPAL ROAD
 - WETLAND
 - WATERBODY
 - CREEK / RIVER
 - MUNICIPAL BOUNDARY
 - = Roads to be Swept

REGISTRATION

ISSUE/REVISION

IR	DATE	DESCRIPTION

PROJECT NUMBER

60332422

SHEET TITLE

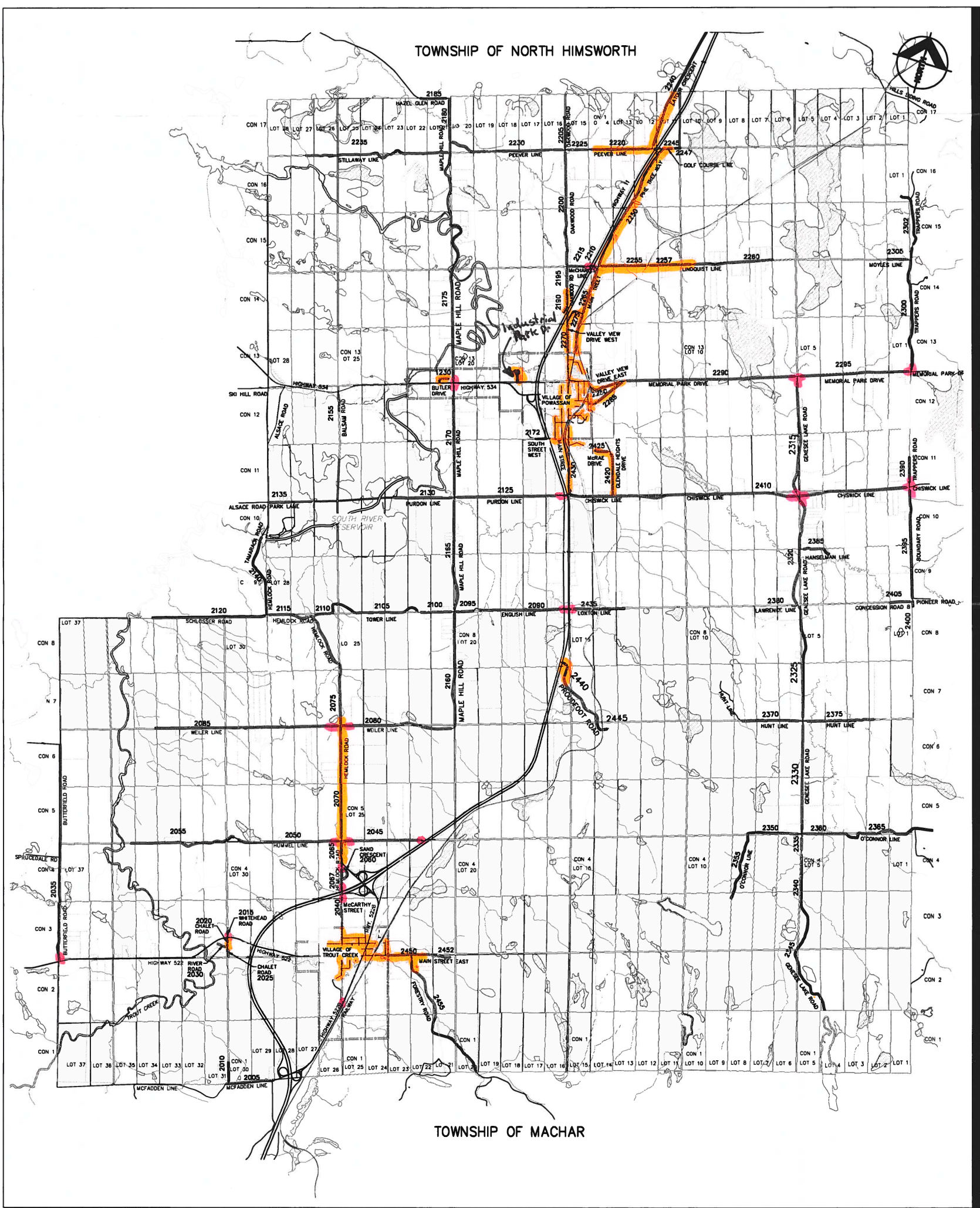
VILLAGE OF POWASSAN ROAD INVENTORY SECTIONS

SHEET NUMBER

1

Project Management Initials: Designer: Checker: Approver:

Last saved by: BEAVANU Last Printed: 2015-01-18
 Filename: P:\03032280-W010110-CA008-MODEL\03032280-0405-0405.DWG



AECOM

PROJECT
2014 ROAD NEEDS STUDY

CLIENT
MUNICIPALITY OF POWASSAN
 P.O. BOX 260, MAIN STREET
 POWASSAN, ONTARIO P0H 1Z0
 705.734.2613 tel 705.734.6933 fax
 www.powassan.net

CONSULTANT
 AECOM Canada Ltd.
 345 Ecclestone Drive
 Brantford, Ontario, Canada P1L 1R1
 705.648.6662 tel 705.648.1641 fax
 www.aecom.com

- LEGEND**
- ROAD SECTION
 - 032 ROAD SECTION NUMBER
 - PROVINCIAL HIGHWAY
 - MUNICIPAL ROAD
 - WETLAND
 - WATERBODY
 - CREEK / RIVER
 - MUNICIPAL BOUNDARY

Orange line = Roads to be swept
Pink line = Intersection or cul-de-sac's only to be swept

REGISTRATION

ISSUE/REVISION

NO	DATE	DESCRIPTION

KEY PLAN

PROJECT NUMBER
 0032422

SHEET TITLE
 MUNICIPALITY OF POWASSAN
 ROAD INVENTORY SECTIONS

SHEET NUMBER
 1

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW #2026-XX

Being A Bylaw to Licence Trailers within the Municipality

WHEREAS the *Municipal Act*, S.O. 2001 as amended, Section 164 authorizes a municipality to pass Bylaws to licence trailers.

AND WHEREAS it is desirable to regulate the use of trailers within the Municipality;

NOW THEREFORE the Council of the Corporation of the Municipality of Powassan enacts the following:

SECTION 1 – TITLE AND APPLICATION

- 1.1 This Bylaw shall be cited as the 'Trailer Licence' Bylaw.
- 1.2 The licencing provisions enacted by this Bylaw does not apply to:
 - a) Assessed Trailers as defined in Section 2.7
 - b) Trailers located in Trailer Camps, Commercial as defined in Section 2.4
 - c) A Stored Trailer as defined in Section 2.6
- 1.3 This Bylaw applies to any trailer, even if the trailer was placed on the property prior to date of enactment of this Bylaw.

SECTION 2 – DEFINITIONS

- 2.1 MUNICIPALITY – means The Corporation of the Municipality of Powassan and shall be defined as the lands and premises within the corporate limits.
- 2.2 TRAILER – means any vehicle so constructed that it is suitable for being attached to a motor vehicle for the purpose of being drawn, is propelled by the motor vehicle or is a self-propelled camping unit and is capable of being used for the living, sleeping, or eating accommodation of any persons. Without limiting the generality of the foregoing includes, a park model trailer, a tent trailer, a camper trailer, a recreational trailer, a fifth wheel, a bus converted into a motor home, a motor home, or a truck camper
- 2.3 TRAILER, PARK MODEL – means a manufactured building under the Ontario Building Code O. Reg. 332/12 Section 9.38 "Park Model Trailers" which has been designed and constructed in conformance with the standards of CSA-Z241 "Park Model Trailers", and which is used as a recreational vehicle or building that meets the following criteria:
 - a) Built on a single chassis mounted on wheels; and
 - b) Designed to facilitate relocation from time to time; and
 - c) Designed as living quarters for seasonal camping which may be connected to utilities necessary for the operation of installed fixtures and appliances; and
 - d) Built with a gross floor area, including lofts, not exceeding 50 square metres (538 sq. ft.) when in the set-up mode; and
 - e) Built with a width greater than 2.6 metres (8.5 feet) in the transit mode.
- 2.4 TRAILER CAMP, COMMERCIAL – means any land in or upon which any trailer or tent is used or intended to be used for human occupation on a temporary or seasonal basis and shall not include mobile homes or park model trailers.
- 2.5 SELF-PROPELLED CAMPING UNIT – means a motor vehicle designed, equipped and used for overnight sleeping accommodation and that includes built-in facilities for sleeping, cooking and refrigeration.

- 2.6 STORED TRAILER – means any MTO plated trailer located on a property for the purpose of storing such trailer.
- 2.7 ASSESSED TRAILER – means any trailer legally located on a property and that is assessed under the *Assessment Act*.
- 2.8 PERMANENT BASIS – means either year-round occupancy or occupancy by persons who do not maintain elsewhere a usual or normal place of residence.
- 2.9 OCCASIONAL USE – means used for temporary accommodations not to exceed 14 days within one year.

SECTION 3 – LICENCE AND REGULATIONS

- 3.1 No person shall use or permit to be used, a trailer, on lands within the Municipality, unless such trailer is licenced under this Bylaw. For clarity, pursuant to Section 1.3 of this Bylaw this requirement to obtain a licence applies to trailers which were located on property prior to the date of passage of this Bylaw.
- 3.2 A licence issued pursuant to this Bylaw authorizes the use and maintenance of a trailer for temporary accommodations only. The issuance of a licence does not grant the licensee the authority to occupy the trailer on a permanent basis. In furtherance of the foregoing, no person shall occupy or permit to be occupied a trailer during the period commencing December 1st of a calendar year and ending April 30th of the following calendar year.
- 3.3 The issuance of a licence is not intended and shall not be construed as permission or consent by the Municipality for the holder of the licence to contravene or to fail to observe or comply with any law of Canada, Ontario or any Bylaw of the Municipality.
- 3.4 A maximum of one (1) trailer licenced under this Bylaw is permitted on a single vacant parcel of land. Trailers, Park Model are not permitted on a single vacant parcel of land.
- 3.5 The owner of the property upon which the trailer is to be located shall consent to its placement on the property.
- 3.6 A maximum of one (1) stored trailer is permitted on a vacant residential or developed residential property. A stored trailer may be used for occasional use.
- 3.7 Trailers are not permitted to be parked on Municipal property for the purpose of storage or placement for recreational purposes.

SECTION 4 – LICENCE APPLICATION AND FEES

- 4.1 All applications for such licence shall be made to the Municipality upon the prescribed form attached to this Bylaw as Schedule 'A' and shall include the submissions referenced therein, including payment of the Licence Fee required, as per Schedule 'C' of this Bylaw.
- 4.2 No licence shall be issued, unless:
 - a) the trailer for which such licence is issued is located in compliance with the setback requirements for a dwelling unit as prescribed by The Corporation of the Municipality of Powassan 'Zoning' Bylaw, for the zone in which it is located.
- 4.3 The Municipality may issue the following class of licence:
 - a) Short-Term Licence – this licence authorizes the placement of the trailer upon the property for a minimum period of one month up to a maximum of three months, between May 1st and November 30th in the calendar year.
 - b) Annual licence – this licence authorizes the placement of the trailer upon a property for a complete calendar year or any portion thereof, and its occupancy between May 1st and November 30th in the calendar year;

- c) Seasonal Licence – this licence authorizes the placement of the trailer upon the property for the duration of the season between May 1st and November 30th in the calendar year.
- 4.4 Licences shall be displayed in or upon the trailer in a place that can be seen easily from the outside of the trailer.
- 4.5 All Short-Term Licences expire on the date specified in the licence.
- 4.6 No person shall hinder or obstruct the Chief Building Official, Fire Official or Bylaw Enforcement Officer who are attempting to perform the initial trailer licence inspection of both the interior and the exterior of a licenced trailer.

SECTION 5 – ADMINISTRATION AND ENFORCEMENT

- 5.1 The administration and enforcement of this Bylaw is delegated to the Clerk, the Chief Building Official and the Bylaw Officer for the Municipality of Powassan. The Clerk shall have the authority to issue permits under this Bylaw; notwithstanding the foregoing, the Clerk, in their discretion, may refer applications to Council.
- 5.2 Any Person who contravenes any provision(s) of this Bylaw is guilty of an offence and upon conviction is liable to a fine as provided for in the Provincial Offences Act.
- 5.3 Each day that a contravention of this Bylaw continues may constitute a separate offence.
- 5.4 Every person who provides false information in any application for a licence under this Bylaw or in an application for a renewal of licence is guilty of an offence.
- 5.5 Where a conviction is entered under this section, in addition to any other remedy or any penalty provided, the court in which the conviction was entered, and any court of competent jurisdiction thereafter, may make an order prohibiting the continuation or repetition of the offence by the person convicted.
- 5.6 If the Municipality is satisfied that a contravention of this Bylaw has occurred, the Bylaw Officer may make an order requiring the person who contravened this Bylaw or who caused or permitted the contravention or the owner or occupier of the trailer to discontinue the contravening activity.
- 5.7 Any person who fails to comply with an order made under subsection 5.6 is guilty of an offence.
- 5.8 Every contravention of this Bylaw may be restrained by application at the instance of a taxpayer or of the Municipality in accordance with the provisions of the *Municipal Act*, 2001.
- 5.9 A Municipal employee, staff person, agent or contractor hired by the Municipality, accompanied by any person under their direction, may enter onto any land that is used or believed to be used in contravention of this Bylaw for the purposes set out in subsection 436 (1) of the *Municipal Act*, 2001 and shall have all powers of inspection set out in subsection 436 (2) of the Act.
- 5.10 Any trailers used, maintained or located in contravention of this Bylaw shall be removed from the lot, at the expense of the owner of the lot. Failure to remove any trailers from a lot within the time prescribed by the Bylaw Officer may result in the removal of said trailer by the Municipality, at the expense of the owner of the lot.

SECTION 6 – REPEAL, VALIDITY AND EFFECTIVE DATE

- 6.1 If any section, clause or provision of this Bylaw is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the Bylaw as a whole or any part thereof other than that section, clause or provision so declared to be invalid and it is hereby declared to be the intention that all remaining sections, clauses or provisions of the Bylaw

shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof shall have been declared to be invalid.

6.2 The Clerk of the Municipality of Powassan is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the Bylaw and schedule(s) as may be deemed necessary after the passage of this Bylaw, where such modifications or corrections do not alter the intent of the Bylaw.

6.3 This Bylaw shall come into effect on the date of passage.

MAYOR

CLERK

SCHEDULE A to BYLAW #2026-

APPLICATION FOR TRAILER LICENCE

(Complete and attach all information prior to submitting)

(Information noted with an asterisk is optional subject to "Notes" set out below)

1. Applicant Information

Name: _____

Mailing Address: _____

Phone Number: _____

*Email: _____

Note: If Applicant is not the registered owner of the property, the Applicant must have the owner's consent to apply for such licence.

Note: A Phone number may be a permanent "land line" or cellular number.

2. Property Information

Property Owner: _____

Civic Address: _____

*Roll Number: _____

*Proof of Ownership: Attach copy of parcel register or deed.

Note: If no civic address has been assigned for this property, one must be applied for prior to submitting this application.

Note: If a new entranceway or where substantial changes to an existing entranceway are required or proposed, an 'Access Permit' must be applied for and approved, prior to submitting this application.

Note: Either the MPAC Roll Number must be included or Proof of Ownership must be attached.

3. Trailer Information

Make & Model: _____

Serial Number or VIN: _____

Please attach four pictures of trailer if already located on the property (One of each side of trailer).

4. Licence Requested

Annual

Seasonal

Short Term

If Short Term, No. of Months Requested 1 2 3

(Circle Applicable Number)

5. Services Information

Will the trailer be connected to a sewage disposal system that exists on the property?

Yes

No

If yes, please provide the following:

Sewage System Building Permit or Certificate of Approval which indicates that connection of trailer to such system has been approved.

Will a grey water pit be utilized?

Yes

No

Will the site be serviced with an outhouse?

Yes

No

If the trailer is not connected to a holding tank or sewage disposal system, or is not serviced by a grey water pit or outhouse, please provide dumping receipts from an accredited dumping facility.

Will the trailer be directly connected to electrical services?

Yes

No

If yes, please provide the Electrical Safety Authority approval for connection. This requirement only applies if the trailer will have a direct connection to the electricity distribution system (i.e. not an extension cord plugged into an outlet.)

6. Required Submissions

Site Plan – a drawing showing the location or proposed location of the trailer in relation to the boundaries of the property and including all existing buildings, sewage systems, wells, and watercourses/waterbodies. Such drawing shall be scaled or, where the property is large, measurements shall be included indicating the distance of the trailer from property boundaries, existing buildings, wells and watercourses/waterbodies.

Proof of Property Ownership – as required under section 2

Pictures - as required under section 3 above.

Permits/Approvals referenced in section 5 above if applicable.

7. Applicable Fee (as per “Fee and Charges Bylaw”):

8. Methods of payment (Canadian funds only):

Debit card (Interac), cheque or cash only for in-person applications submitted by the cardholder. Prepaid debit cards are not accepted. If you are applying by mail, a cheque or money order (postal or bank) in the exact amount, payable to The Municipal Corporation of the Township of Armour.

Applicant Signature and Date:

Property Owner Signature and Date:

If property owner and applicant are the same, please sign in both locations.

SCHEDULE B to BYLAW #2026-

Municipality of Powassan

Part I Provincial Offences Act

Bylaw #10-2023: 'Trailer Licence' Bylaw

ITEM	COLUMN 1 Short form wording	COLUMN 2 Provision creating or defining offence	COLUMN 3 Set Fine
1.	Permit person to locate trailer on property without a licence	s. 3.1	\$300.00
2.	Fail to vacate trailer from the months of December 1 st to April 30 th	s. 3.2	\$300.00
3.	Permit more than one (1) trailer on property	s. 3.5	\$300.00
4.	Park Trailer on Municipal property for purposes of storage or recreation	s. 3.7	\$300.00
5.	Fail to display licence conspicuously on trailer	s. 4.4	\$300.00
6.	Provide false information on licence application	s. 5.4	\$300.00
7.	Fail to comply with an order	s. 5.7	\$300.00
8.	Obstruct person designated to enforce this Bylaw	s. 4.6, 5.9	\$300.00

NOTE: The penalty provision for the offence listed above is Section 61 of the Provincial Offences Act, R.S.O. 1990, c. P. 33.

SCHEDULE C to BYLAW #2026-

Licence Fees:

\$150.00 for one month

\$300.00 for two months

\$450.00 for three months

\$600.00 for Seasonal

\$750.00 for Annual

Employee Conduct During an Election Period Policy

Office of the Clerk

Policy Statement:

To provide guidance to the Municipality of Powassan's (the "Municipality") Employees during a Municipal Election period as well as outlining rules and regulations for Municipal Employees planning to run for council for the Municipality of Powassan.

Purpose:

In compliance with the *Election Act, RSO, 1990* (the "EA"), the *Municipal Elections Act, 1996* (the "MEA"), the Municipal Election Related Resource Policy, and the Municipality's Human Resource Manual, this Policy ensures that Employees are aware of their obligations during an Election Period and what is required should they decide to seek political office.

Application:

This Policy applies to the following:

- Municipal employees

This Policy applies to the occurrence of:

- A municipal election, by-election, or campaign

Municipal Employees:

This Policy applies to all Municipal employees.

Municipal employees are expected to preserve the public trust and confidence in the Municipality and are responsible for conducting themselves in accordance with this Policy.

With respect to election or political -related activities, the Municipality encourages employees to become involved in their community, yet it is recognized that some activities unrelated to work can interfere with an employee's ability to do their job and may undermine the neutrality of the Municipality.

In order to promote the principles of transparency, impartiality, respect and accountability, some political activity restrictions must apply to Municipal Employees.

Political activity for the purpose of this Policy includes the following:

- Doing anything in support of or in opposition to a political party or a candidate;
- Becoming or seeking to become a candidate in a federal, provincial or municipal election; or
- Making public comments on any matter dealt with in the position or policy of a political party or candidate if comments are outside the scope of the employee's duties and the matter is directly related to their duties.

Policy Requirements:

1. Political Activity

Employees may require authorization from the Administrator before engaging in some forms of political activity and if they are in doubt should seek advice from the Administrator.

1.1 Municipal Employees must not:

- Conduct political activity in the workplace;
- Use municipal premises, equipment or supplies for political activity;
- Associate their position as a Municipal employee with political activity; or
- Conduct any political activity while wearing a Municipal uniform (this includes shirts, sweatshirts, name tags, etc.).

1.2 Municipal Employees must be on an unpaid Leave of Absence to do the following:

- Be a candidate in a municipal, provincial, or federal election;
- Comment publicly on matters dealt with in the position or policy of a political party or candidate if comments are outside the scope of the employee's duties
- Solicit funds for a political campaign – this is applicable only if the employee supervises others or deals directly with the public; or,
- Be involved in activities that could interfere with the employee's duties or conflict with the interests of the Municipality.

1.3 Municipal Employees who campaign for a municipal candidate shall follow the Municipal Election Related Resource Policy.

2. Employees Working in a Provincial, Federal or Municipal Election outside of the Municipality of Powassan

Employees wishing to work at a Provincial, Federal or Municipal election for a municipality other than the Municipality of Powassan must:

2.1 Make a request for leave at least seven (7) days before the leave is to begin. An employee will be granted leave to perform their duties under the EA; the employer shall not be dismissed or otherwise penalized because the employee has exercised the right to be granted leave.

2.2 The Municipality is not required to remunerate an employee for any leave granted under subsection (1.1), but such leave shall not be subtracted from any vacation entitlement.

3. Voting

3.1 Every employee who is qualified to vote shall, while the polls are open on polling day at an election, have three (3) consecutive hours for the purpose of voting. If the hours of their employment do not allow for three (3) consecutive hours, the Municipality will allow such additional time for voting as may be necessary to provide those three (3) consecutive hours.

3.2 The Municipality will not make any deduction from the pay of any employee or impose upon or exact from the employee any penalty by reason of their absence from work during the consecutive hours that the employer is required to allow.

3.3 Any time off for voting as provided in subsection 3.1 shall be granted at the time of day that best suits the Municipality.

4. Employees Seeking Election to Political Office

Municipal Office

4.1 A Municipal Employee seeking election for Municipal Council or Local Board must take an unpaid Leave of Absence and provide the Administrator with written notice at least one (1) month in advance of their intention to take the leave. The leave will begin on the day the Employee files their nomination papers and will end on voting day.

4.2 Despite subsection (1), the employee is entitled to be paid out any vacation pay or overtime pay owing to the employee during the period of the unpaid leave of absence.

4.4 If the employee is elected to the office, they shall be deemed to have resigned from their employment with the Municipality or Local Board, immediately before making the declaration of office.

4.5 An employee who takes a leave of absence under subsection (1) is not elected, the leave shall not be counted in determining the length of their service for any purpose, and the service before and after the leave shall be deemed to be continuous for all purposes.

4.6 For the purposes of this Policy and under the MEA, volunteer firefighters shall not be considered employees of the Municipality as defined in the *Fire Protection and Prevention Act, 1997*. 1996, c. 32, Sched., s. 30 (7); 2009, c. 33, Sched. 21, s. 8 (13).

Other Municipal Councils, School Boards or Local Boards

4.7 Municipal Employees seeking election or appointments to other Municipal Councils or School Boards must take an unpaid Leave of Absence or use available vacation or lieu time.

4.8 Written notice must be provided to the Administrator at least one (1) month in advance of the employee's intention to take unpaid leave, vacation or lieu time.

4.9 If the employee is elected or appointed to another municipal council or school board, they are not

required to resign but are subject to the provisions of Section 3.9 Outside Employment, of the Municipal Human Resource Policy and all other applicable policies and performance expectations.

Provincial or Federal Office

4.10 Employees seeking election to Provincial or Federal Office must take an unpaid Leave of Absence.

4.11 Written notice must be provided to the Administrator at least one (1) month in advance of the employee's intention to take unpaid leave, vacation or lieu time.

4.12 The leave will begin on the day the employee files their nomination papers and ends on voting day.

4.13 If the employee is elected to provincial or federal office, they will be deemed to have resigned from employment with the Municipality.

Leave of Absence

In order to maintain the neutrality of public service and the public's confidence in the Municipality, Municipal resources are not to be used or perceived to be used when an employee is seeking any level of political office.

4.14 Municipal employees taking a Leave of Absence to run in a municipal, provincial or federal election will not have access to any Municipal resources or their office, including their computers, laptops, cell phones, etc.

4.15 The Municipal employee is entitled to be paid out any vacation pay or overtime pay owing during the period of the unpaid leave of absence.

5. Employee Conduct During an Election Period

An Election Period is defined as:

- For a municipal, including school board, election, the election period commences on May 1 of an election year and ends on voting day;
- For a provincial or federal general election, the election period commences the day the writ for the election is issued and ends on voting day;
- For a question on the ballot, the period commences the day Municipal Council passes a bylaw to put a question to the electorate and ends on voting day;
- For a by-election, the period commences when the by-election is called and ends on voting day.

5.1 Employees should be aware that public meetings and other engagement activities held during an election period may attract participants who intentionally or inadvertently discuss, advocate for, oppose or distribute information about a candidate or election issue. Employees shall ensure all rules

and regulations are followed during that time, and if necessary, politely remind the participant(s) the reason for the activity.

5.2 Employees planning events during an election period should also note that facilities may be used as voting locations, which may limit availability or lead to cancellation of bookings.

5.3 Members of Council remain holders of their offices, even as candidates. Municipal employees should continue to support Members in their role as elected officials which may include participating in Municipal activities.

5.4 Employees must provide information to all Members of Council who are candidates and third-party candidates equally. If information is provided to one candidate, it must be made available to all.

5.5 During municipal elections or by-elections, Employees must consider their role, and the participation of Members of Council, at public events along with public perception or expectation participants may have:

- It should be made clear to event organizers that Employees must remain neutral on campaign-related issues;
- Employees can provide information about Municipal services and programs but not comment on candidates, current elected officials, or campaign positions;
- Employees may not participate or attend if the focus of a public meeting is to advocate for, oppose or promote a candidate or election campaign. Employees should consider consulting with their supervisor to assess any implications of accepting or declining the invitation.

5.6 Public interest in local issues typically increases during an election, especially during a municipal election. This can be an opportunity to make new connections with community members and local organizations and to provide information about Municipal services and programs.

Although Employees cannot give their opinion on the election or any candidate and must remain neutral and non-partisan while performing their duties, they should:

- Provide factual information about the upcoming election;
- Encourage the public to get involved in the election;
- Promote contact information for the Municipal Clerk's Office
- Let people who may face barriers to voting know more about how the Municipality provides accommodations to support accessibility in the election.

5.7 At all times, including during elections, Municipal employees are subject to the Municipality's Social Networking Policy. The Municipality's social media channels are seen as Municipal resources, candidates and political parties may not use them for any election-related purpose. Employees must moderate comments, photos and remove any campaign materials for a candidate on any Municipal social media page.

5.8 Municipal Employees should forward any inquiries related to the Election to clerk@powassan.net.

Responsibilities

Members of Council:

- Understand and support this Policy and its Procedures and ensure accountability for their actions.
- Seek clarification of any aspect of this Policy and its Procedures, as required.

Municipal employees, including management:

- Ensure relevant requirements of this Policy and its Procedures are fulfilled in any duties and activities undertaken in their official position as a Municipal employee.
- Ensure relevant requirements of this Policy and its Procedures are fulfilled with respect to any political activity or candidacy undertaken by the employee.
- Understand and support this Policy and its Procedures and ensure accountability for their actions.
- Seek clarification of any aspect of this Policy and its Procedures, as required.

Municipal Clerk

- Ensure relevant requirements of this Policy and its Procedures are fulfilled in any duties and activities undertaken.
- Ensure the administration, communication, interpretation and monitoring/enforcement of this Policy and its Procedures.
- Receive and respond to any complaints, concerns and inquiries/requests for guidance related to this Policy and its Procedures.
- Review this Policy and its Procedures every four (4) years and as required by changes to legislation. The Municipal Clerk is authorized to make minor administrative updates as may be necessary to maintain compliance and consistency with legislation, while respecting and preserving the intent of the Policy and its Procedures.

The Municipal Clerk or designate, shall have the delegated authority to provide guidance with respect to election-related matters in relation to this Policy and/or its Procedures, and to issue in writing any interpretation on the application of this Policy and/or its Procedures and any related approvals or prohibitions.

Complaints and investigation

The Municipal Clerk or designate shall have the delegated authority to receive and investigate any written complaint with respect to Employees being in contravention of this Policy and/or its Procedures. The written complaint must be submitted to the Municipal Clerk or designate and set out specific example(s) and corresponding details of how the alleged Employee may have contravened this Policy and/or its Procedures.

If an investigation by the Municipal Clerk or designate determines that a Municipal employee contravened this Policy and/or its Procedures, the failure on the part of an employee to comply with this Policy and/or its Procedures may result in corrective action as appropriate, including discipline up to and including dismissal, to be conducted in accordance with Human Resources' processes and in alignment with terms and conditions of employment.

**The Corporation of the Municipality of Powassan
Statement of Remuneration and Expenses
Paid to/for Members of Council in 2025**

Council January 1 to December 31, 2025

Name	Remuneration	Committees/Boards Earnings/Expenses	Expenses	Total
Mayor Peter McIsaac	11,999.78	900.00	1,092.82	13,992.60
Deputy Mayor, Markus Wand	8,307.80	-	947.59	9,255.39
Councillor, Dave Britton	8,105.20	6,970.88	1,943.55	17,019.63
Councillor, Randy Hall	8,105.20	1,725.00	1,001.68	10,831.88
Councillor, Leo Patey	8,105.20	-	940.28	9,045.48
TOTALS	44,623.18	9,595.88	5,925.92	60,144.98

Dated: April 23, 2026

Statement of Treasurer-Municipal Act 2001 PART V1, Section 284(1)
The remuneration and expenses are authorized by By-Law No. 2024-05

Treasurer

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-06

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

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

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

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

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

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

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

Short Title

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

Application

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

Schedules

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

Severability

4. If any provision or part of a provision of this Bylaw is declared by a court of competent jurisdiction to be illegal or inoperative in whole or in part, or inoperative in particular circumstances, such provision or part of the provision shall be deemed to be severable, and the balance of the Bylaw, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

Definitions

5. For the purposes of this Bylaw:

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

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

“Boulevard” means an area between:

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

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

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

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

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

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

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

“Crosswalk” means:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

“School Bus” means a bus that,

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

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

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

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

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

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

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

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

General Parking Regulations

6. No person shall park a vehicle on any highway, other than a highway where angle

parking is permitted, unless:

- (1) on the right-hand side of the highway having regard for the direction in which the vehicle has been proceeding;
- (2) the right front and right rear wheels of the vehicle are parallel to and not more than 50 centimetres from the curb or edge of the roadway; and
- (3) on uncurbed highways or in winter, the vehicle is parked parallel, and as close as circumstances and weather conditions permit, to the edge of the boulevard or sidewalk, as the case may be.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(a) there exists a currently validated permit for the vehicle;

(b) there are displayed on the vehicle, in the prescribed manner, number plates issued in accordance with the regulations showing the number of the permit issued for the vehicle;

(c) evidence of the current validation of the permit is affixed, in the prescribed manner, to one of the number plates mentioned in paragraph (b) displayed on the vehicle.

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

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

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

(1) the vehicle is on a jack or a similar device; and

(2) one or more wheels have been removed from the vehicle or part of the vehicle is raised.

Emergency Access

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

Accessible Parking

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

(1) a currently valid accessible parking permit has been issued to that person, organization or to a passenger being picked up or transported in the vehicle, and

(2) such accessible parking permit is displayed on or in the vehicle in accordance with the requirement of the Highway Traffic Act, the regulation made thereunder and this Bylaw.

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

Winter Months

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

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

(1) no person shall park a vehicle on that highway; and,

(2) any person who has already parked a vehicle on the highway prior to the sign being posted shall remove the vehicle within 12 hours of the sign being posted.

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

Intersections, Parks, Narrow Highways

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

(1) within 3 metres of any corner or intersection;

(2) on other than one side of any highway, the roadway of which is less than 7.5 metres in width.

Bus Zones

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

Angle Parking

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

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

No Parking Areas – Any Time

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

Extent of Signed No Parking Areas

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

(1) at an intersection with a highway; or,

(2) at another official sign or authorized sign, which designates a different type of no parking area, or which authorizes and regulates parking in that area.

Loading Zones

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

Authorizations

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

(1) erect or place and maintain such signs as may be necessary to give effect to the provisions of this bylaw, or as required to regulate parking for the safety or convenience of the public, including, but not limited to, official signs and traffic control devices;

(2) erect or place and maintain temporary parking restriction signs for the purpose of regulating or prohibiting parking:

(a) where there is highway construction, repair, or painting underway;

(b) to allow for snow plowing and snow removal, depending on snowfall in any particular year;

(c) for the purpose of a community event; or,

(d) in the event of an emergency;

(3) remove or cause to be removed without notice any sign, device, or barricade found on a highway which resembles an official sign or authorized sign, but which is not an official sign or authorized sign.

Exemptions

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

(1) police vehicles, Municipality of Powassan Fire Department vehicles, and ambulances;

(2) Municipality bylaw enforcement vehicles;

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

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

(5) Canada Post Corporation vehicles.

Enforcement

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

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

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

Offences and Penalties

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

Owner Liability

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

Order Prohibiting Continuation

48. Where any person contravenes any of the provisions of this bylaw and a conviction is entered, in addition to any other remedy and to any penalty imposed by this by-law, the

court in which the conviction has been entered and any court of competent jurisdiction thereafter may make an Order prohibiting the continuation or repetition of the offence by the person convicted.

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

Vehicle Towing

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

(2) Where authorized signs are on display, any vehicle parked in contravention of this by-law may be towed, removed and impounded at the direction of a police officer, provincial offences officer, bylaw enforcement officer, or the Public Works Foreman or their authorized delegate, at the sole risk and expense of the owner.

Coming Into Force

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

(2) Upon the coming into force Bylaw No. 2001-23 and Bylaw 2009-54 and all amendments thereto are hereby repealed.

READ a **FIRST** and **SECOND** time on 21st day of April 2026 and **READ** a **THIRD** and **FINAL** time and passed as such in open Council on the 5th day of May 2026.

Mayor

Clerk

SCHEDULE "A"

PARKING RESTRICTIONS - No Parking Any Time When Authorized Signs Are Posted

HIGHWAY	SIDE	FROM	TO
Main Street	West	Chisholm Street	Northern boundary of Plan43, Block 2, Lot 5, also known as 555 Main Street
Main Street	East	Southern boundary of Plan 44, Block A, Lot 2, also known as 440 Main Street	Valley View Drive
Main Street	East and West	Valley View Drive East	Valley View Drive West (northern intersection of Main Street and Valley View Drive W)
Spetz Avenue	West	Valley View Drive East	Southern terminus of Spetz Avenue
Memorial Park Drive W	North	Main Street	Edward Street
Memorial Park Drive E	North and South	Bridge Street	Queens Ave
Oakwood Road	West	Northern boundary of lot at Concession 16, Part Lots 14 and 16, parcel 17479; also known as 430 Oakwood Road	Southern boundary of lot at Concession 16, Part Lots 14 and 16, parcel 17479; also known as 430 Oakwood Road

30 Minute Loading Zones

HIGHWAY	SIDE	FROM	TO
Edward Street	West	Chisholm Street	King Street

SCHEDULE "B"

ACCESSIBLE PARKING SPOTS

Parking only permitted for vehicles with valid Accessible Parking Permit

1. Main Street

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

2. Powassan and District Union Library – 324 Clark Street, Powassan
 - a. Two parking stalls along the eastern facing wall, running from the southeast corner of the building, north for a combined width of 5 metres.

3. Trout Creek Community Centre - 181 Main Street West, Trout Creek
 - a. From the east entrance into the parking lot of Trout Creek Community Centre, an area the extends 16metres to the west along the fence that borders the north boundary of the parking lot, having a depth of 6metres extending south from the fence

4. Municipality of Powassan – 250 Clark Street, Powassan
 - a. On the south face of the building, the first parking stall located directly to the east of the main entrance.
 - b. On the north (rear) face of the building, the first parking stall to the east of the northwest corner of the building.

5. Powassan Sportsplex Community Centre – 433 Main Street
 - a. Along the front (east) wall, a 2.6-metre-wide parking space extending south from southern edge of the main entrance.
 - b. Along the front (east) wall, a 2.6-metre-wide parking space extending south from the northeast corner of the building.

SCHEDULE “C”

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

1. Municipality of Powassan – 250 Clark Street, Powassan

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

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

a.

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

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

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

3. Powassan Sportsplex Community Centre – 433 Main Street

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

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

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

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

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

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

a. On the front (north) side of the building, a six-metre-wide access route from Big Bend Avenue, along the north face of the building, and extending out to Cathrine Street.

b. On the south side of the north wing, a six-metre access route extending from Big Bend Avenue, along the length of the building.

c. On the east side of the south wing, a six-metre-wide access route along the building extending from the central entrance door to the southern edge of the building.

7. The Pines Senior Apartments – 325 Catherine Street

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

8. The Meadow View – 175 Big Bend Avenue

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

SCHEDULE “D”

PART II PROVINCIAL OFFENCES ACT

Set Fines

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision	COLUMN 3 Set Fine (\$)
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		creating or defining the offence	
1.	Fail to park on the right hand side of highway.	6(1)	50
2.	Fail to park within 50cm of curb/edge of roadway.	6(2)	50
3.	Fail to park within painted lines in designated parking space.	7	50
4.	Park/stop/stand vehicle in manner that interferes with movement of traffic/clearing of snow.	8	50
5.	Park where prohibited by authorized sign.	10	50
6.	Park vehicle on sidewalk.	11	50
7.	Park vehicle on boulevard.	12	50
8.	Park vehicle on crosswalk.	13	50
9.	Park vehicle in intersection/obstruct intersection.	14	50
10.	Park vehicle within 3 metres of corner.	15	50
11.	Park vehicle in front of public/private entrance/driveway.	16	50
12.	Park vehicle within 3 metres of hydrant.	17	50
13.	Park vehicle within 90 metres of fire scene in progress.	18	100
14.	Park vehicle on/within 10 metres of a bridge.	19	50
15.	Park vehicle on approach to fire station/police station/ambulance station.	20	250
16.	Park vehicle on roadway side of vehicle parked at edge of highway.	21	50
17.	Park vehicle in manner that will prevent removal of previously parked vehicle.	22	50
19.	Park vehicle on highway for more than 72 consecutive hours.	23	50
20.	Park vehicle on highway while advertising for sale by way of sign.	24	50
21.	Park vehicle on highway without currently valid permit.	26(1)(a)	50
22.	Park vehicle on highway without issued number plates properly affixed.	26(1)(b)	50
23.	Park vehicle on highway without evidence of current permit validation affixed to number plate	26(1)(c)	50
24.	Park bus/commercial motor vehicle/heavy vehicle/recreational vehicle/construction equipment on highway within residential zone	27	50
25.	Park unattached trailer on highway	28	50
26.	Park vehicle on highway if vehicle on jack/similar device	29(1)	50
27.	Park vehicle on highway when one or more wheels have been removed	29(2)	50
28.	Park vehicle on a highway in a fire	30	250

	route/emergency access route		
30.	Park vehicle on highway in designated accessible parking space without valid permit	31(1)	300
31	Park vehicle on highway in designated accessible parking space if permit not displayed as required	31(2)	300
32.	Park vehicle on highway in designated accessible parking space for more than 2 hours	32	50
33.	Park vehicle on any highway between 11:00pm and 7:00am between November 1 and March 31	33.	50
34.	Park vehicle on highway when snow removal sign posted	34(1)	50
35.	Fail to remove vehicle parked on highway within 12 hours of snow removal sign being posted	34(2)	50
36.	Park vehicle on highway during snowfall or within e 24-hour period following a snowfall	35	50
37.	Park vehicle on highway within 3 metres of any corner when sign on display	36(1)	50
38.	Park vehicle on highway other than on one side when roadway is less than 7.5m wide when signs on display	36(2)	50
39.	Park vehicle on highway other than bus at designated bus stop when sign on display	37	50
40.	Park vehicle on highway where angle parking permitted not at angle indicated by authorized sign	38(2)	50
41.	Park vehicle on highway where prohibited by authorized sign	39	50
42.	Park vehicle on highway in area identified as loading zone for longer than time specified by authorized sign	41	50

Note: The general penalty provision for the offences listed above is Section 46 of Bylaw 2026-06, a certified copy of which has been filed.

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
(TOMASELLI)
BYLAW NO. 2026-07**

Being a Bylaw to amend Bylaw No. 2003-38, as amended, the Zoning Bylaw for the Municipality of Powassan with respect to lands described as Plan 57, Block 7, Part of Lot 25; Part of Lot 16, Concession 12, Himsworth, (Civic Address: 81 King Street, Powassan), in the Municipality of Powassan, District of Parry Sound.

WHEREAS the Council of the Corporation of the Municipality of Powassan is empowered to pass Bylaws to regulate the use of land pursuant to Section 34 of the Planning Act, R.S.O. 1990;

AND WHEREAS the owners of the subject lands have filed an application with the Municipality of Powassan to amend Bylaw No. 2003-38, as amended;

AND WHEREAS the Council of the Corporation of the Municipality of Powassan deems it advisable to further amend Bylaw 2003-38, as amended;

NOW THEREFORE the Council of the Corporation of the Municipality of Powassan enacts as follows:

1. **THAT** Schedule ‘B’ to Zoning Bylaw No. 2003-38 as amended, is hereby further amended by re-zoning affected lands described as 57, Block 7, Part of Lot 25; Part of Lot 16, Concession 12, Himsworth, (81 King Street), in the Municipality of Powassan, from Village Residential One (RV1) to Village Commercial One – Exception Five (CV1-5) as shown hatched on Schedule ‘A-1’ attached hereto and forming part of this By-law.
2. **THAT** Section 4.6.3 “Exceptions” of Zoning Bylaw No. 2003-38, as amended is further amended by adding the following subsection:

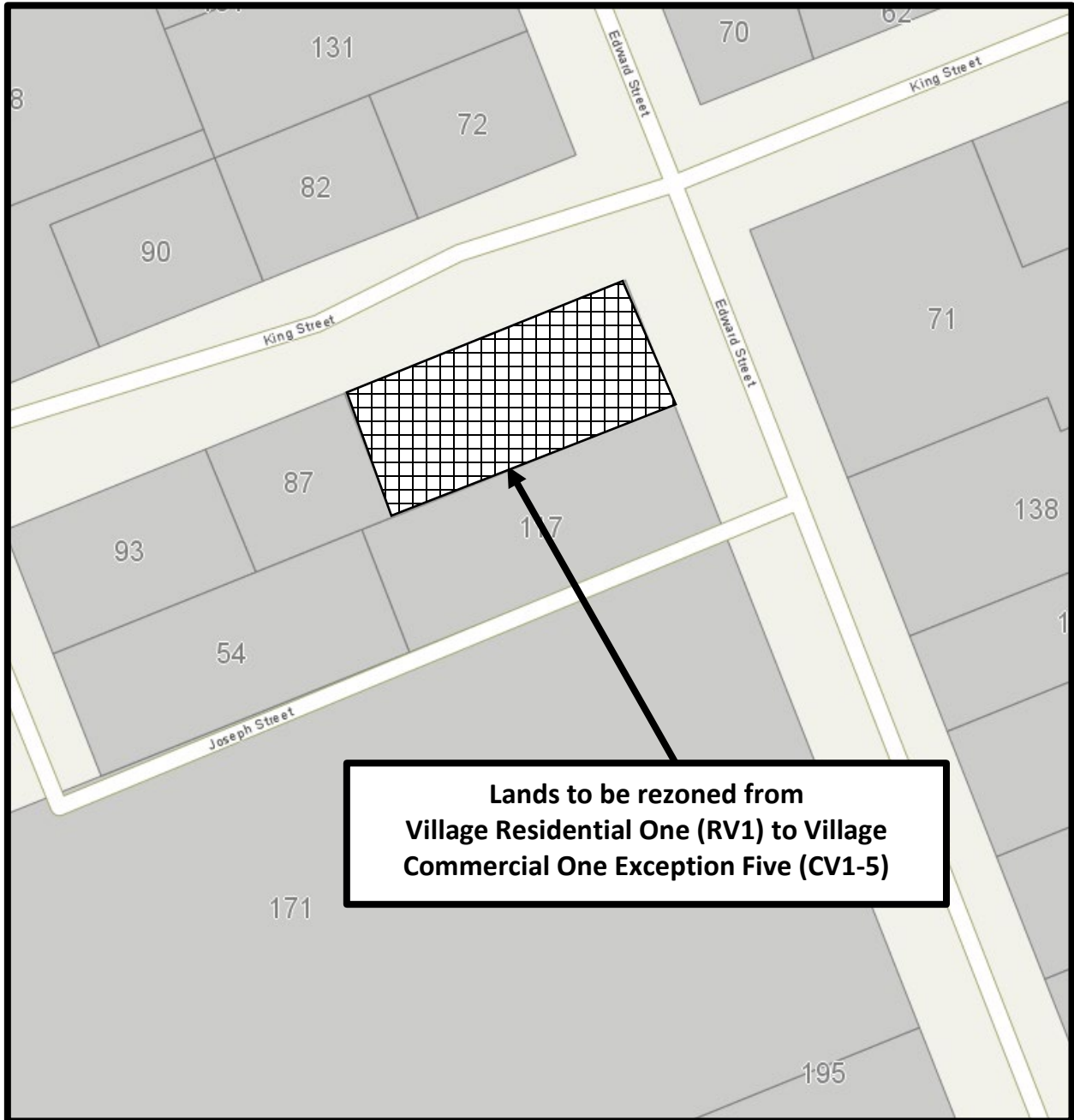
4.6.3.5 Village Commercial Exception Five (CV1-5) Zone
Notwithstanding Table 1 of Section 3.21 Parking Area Regulations, to the contrary, the provision of on-site parking, within the Village Commercial Exception Five (CV1-5) Zone, shall require a minimum of 10 parking spaces.
3. This Bylaw shall come into effect upon the date of passage hereof, subject to the provisions of Section 34 (30) and (31) of the Planning Act, 1990.

READ a **FIRST** and **SECOND** time on 21st day of April 2026 and **READ** a **THIRD** and **FINAL** time and passed as such in open Council on the 5th day of May 2026.

Mayor

Clerk

SCHEDULE 'A-1'



THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
(HUGHES)
BYLAW NO. 2026-08

Being a Bylaw to amend Bylaw No. 2003-38, as amended, the Zoning By-law for the Municipality of Powassan with respect to lands described as Parts of Lots 19 and 20, Concession 13 (Himsworth), in the Municipality of Powassan, District of Parry Sound.

WHEREAS the Council of the Corporation of the Municipality of Powassan is empowered to pass Bylaws to regulate the use of land pursuant to Section 34 of the Planning Act, R.S.O. 1990;

AND WHEREAS the owners of the subject lands have filed an application with the Municipality of Powassan to amend Bylaw No. 2003-38, as amended;

AND WHEREAS the Council of the Corporation of the Municipality of Powassan deems it advisable to further amend Bylaw 2003-38, as amended;

NOW THEREFORE the Council of the Corporation of the Municipality of Powassan enacts as follows:

1. **THAT** Schedule 'A' to Zoning Bylaw No. 2003-38 as amended, is hereby further amended by re-zoning affected lands described as Part of Lots 19 and 20, Concession 13 (Himsworth); in the Municipality of Powassan from General Industrial Exception Five (M1-5), Multiple Residential (RM) and Hazard Overlay to Rural (RU) General Industrial Exception Ten (M1-10) and Hazard Overlay as shown hatched on Schedule 'A-1' attached hereto and forming part of this By-law.
2. **THAT** Section 4.10.4 "Exceptions" of Zoning Bylaw No. 2003-38, as amended is further amended by adding the following subsection:

4.10.4.10 General Industrial Exception Ten (M1-10) Zone

Notwithstanding the provisions of the General Industrial (M1) Zone, to the contrary, no person shall within any General Industrial Exception Ten (M1-10) Zone use any land, or erect, alter or use any building or structure except in accordance with the following:

Permitted Uses:

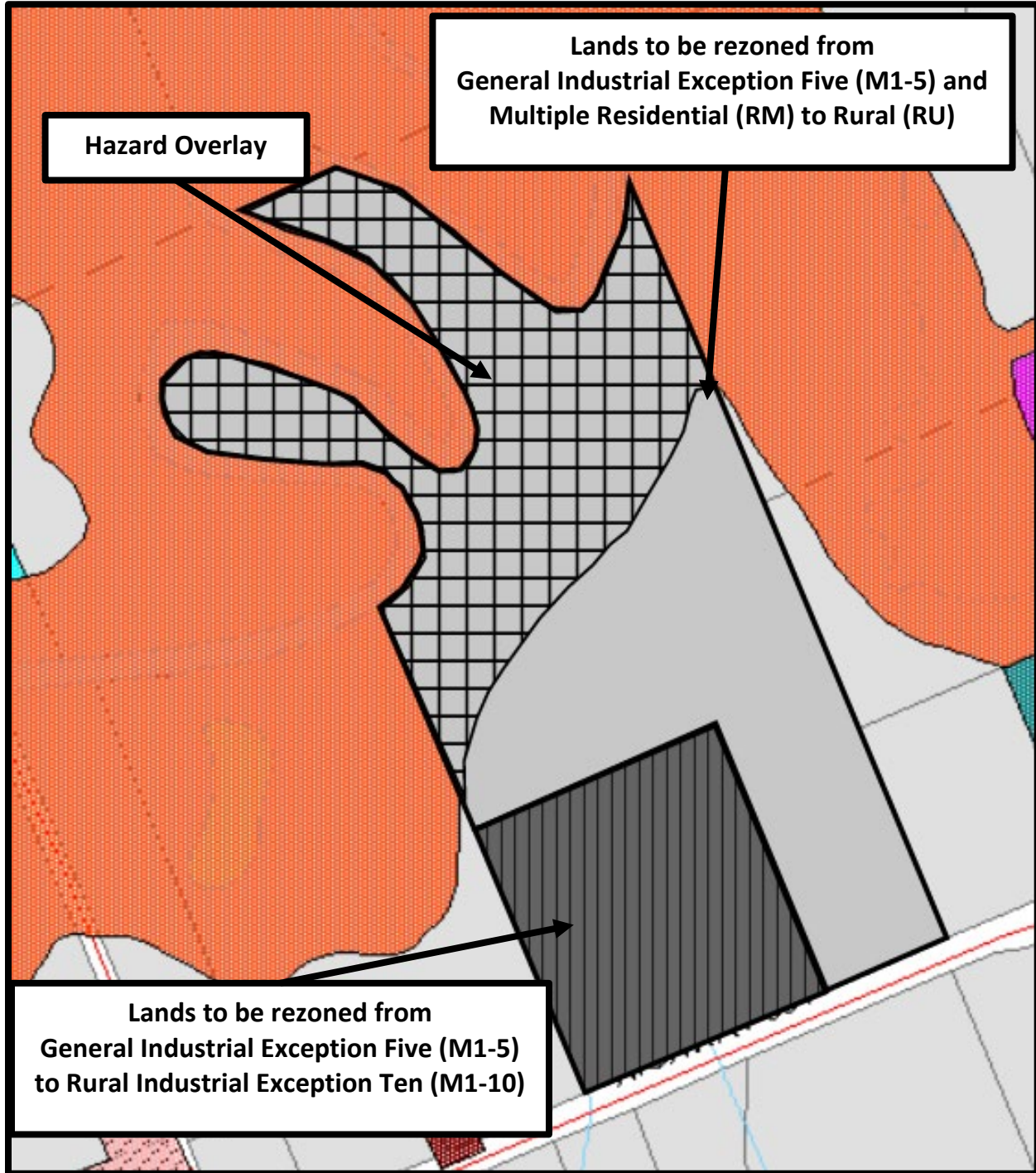
- i. Contractor's Yard
 - ii. Lumber Yard
 - iii. Retail outlet or wholesale outlet or business office accessory to a permitted use provided that it does not exceed 25% of the gross floor area of the principal use
 - iv. Warehouse
 - v. Wood products or planning mill
 - vi. Open storage of goods or materials if accessory to a permitted use.
3. **THAT** Bylaw 2009-044 be repealed
 4. This Bylaw shall come into effect upon the date of passage hereof, subject to the provisions of Section 34 (30) and (31) of the Planning Act, 1990.

READ a FIRST and SECOND time on 21st day of April 2026 and **READ a THIRD** and **FINAL** time and passed as such in open Council on the 5th day of May 2026.

Mayor

Clerk

SCHEDULE 'A-1'



THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-12

Being a Bylaw to Set Tax Ratios for Municipal Purposes for the Year 2026

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 2026 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 2026 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.

Class	Tax Ratios
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
Aggregate Extraction	1.424042
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 on the 5th day of May 2026 and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council the 19th day of May 2026.

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-13

Being a Bylaw to Adopt the 2026 Municipal Budget

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 2026 Municipal Budget (Appendix “A”) be adopted.

READ a **FIRST** and **SECOND** time on the 5th day of May 2026 and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council the 19th day of May 2026.

MAYOR

CLERK

ACCOUNT	DESCRIPTION	2025 DRAFT BUDGET	2025 YTD (PRE-AUDIT)	2026 Budget	NOTES
	TAXATION REVENUE				
10-10-51000	Property Taxes	(4,754,115)	(4,801,588)	(5,033,529)	4.93%
10-10-51030	Railway	(6,856)	(6,856)	(6,856)	
10-10-51160	Grants in Lieu - Power Dams	(50,652)	(50,652)	(50,652)	
	Total Taxation Revenues	(4,811,623)	(4,861,190)	(5,091,037)	
	Operating Grant Revenue				
10-10-52020	Province of Ontario - OMPF	(1,158,100)	(1,158,100)	(1,294,300)	
10-10-52025	Federal Grants	(4,800)	(4,816)	-	2025- Canada Summer Jobs
10-10-52035	Grants, Donations, Fundraising	(7,000)	(1,505)	(1,000)	
	Total Operating Grant Revenues	(1,169,900)	(1,164,421)	(1,295,300)	
	Licenses				
10-50-53000	Animal Licenses	(1,500)	(1,314)	(1,400)	3-year average
10-10-53010	Lottery Licenses	(2,700)	(3,861)	(2,700)	3-year average
10-10-53015	Marriage Licencing & Officiating Rev.	(13,600)	(9,300)	(11,000)	3-year average
	Total Licenses	(17,800)	(14,475)	(15,100)	
	Service Charges				
10-45-53500	Interest & Tax Penalties	(52,400)	(69,950)	(61,300)	Average of 12.6% of prior year arrears collected as interest
10-45-53510	NSF Cheque Fees	(400)	(235)	(400)	
10-45-53520	Interest Earned	(54,000)	(70,632)	(59,900)	Interest on bank accounts
10-50-53550	Provincial Offences	(1,800)	(1,130)	(1,400)	
10-50-53560	Policing Detachment Revenues	(6,900)	(10,802)	(7,200)	pending notification
10-50-53655	Parking Tickets/Court Fees	(100)	-	-	
	Total Service Charges	(115,600)	(152,748)	(130,200)	
	General Government				
10-10-54000	Administration Funds	(6,100)	(88,937)	(5,000)	MFIPPA requests, tax sale fees, other misc (2025- WSIB rebate)
10-65-57700	Municipal Logo Merchandise	(100)	(64)	(100)	logo merchandise
10-10-54010	Tax Certificates	(4,000)	(2,985)	(3,400)	3-year average
10-10-54510	Transfer From Reserves	-	-	(18,750)	re: election costs
10-10-54030	Photocopies & Faxes & Oaths	(2,400)	(1,297)	(2,200)	3-year average
	Total General Government	(12,600)	(93,283)	(29,450)	
	250 Clark Street				
10-12-57040	250 Clark-Sponsorships and Donations	(30,000)	(46,522)	(30,000)	Senior's Active Living grant
10-12-57041	250 Clark-Space/Room Rental	(35,500)	(32,839)	(30,400)	planning bd, agilis, EMS, other
10-12-57042	250 Clark-Program and Event Revenue	(47,700)	(67,177)	(60,800)	3-year average
10-12-57045	Fitness Centre @ 250 Clark	(43,800)	(57,974)	(50,800)	3-year average
10-12-57580	GAP Program Revenue	(27,500)	(29,664)	(29,000)	
	Total 250 Clark	(184,500)	(234,175)	(201,000)	

ACCOUNT	DESCRIPTION	2025 DRAFT BUDGET	2025 YTD (PRE-AUDIT)	2026 Draft Budget	NOTES
	Protection to Persons and Property				
10-15-53030	Fire - Fees	(10,400)	(9,210)	(10,000)	3-year average
10-15-55040	Fire- MTO Calls	(23,100)	(30,029)	(27,200)	3-year average
10-15-55030	Fire- Letters and Inspections	(500)	(264)	(500)	3-year average
10-45-54550	911 Service	(600)	(390)	(600)	3-year average
10-15-54600	Nipissing Twp -fire agreement	(600)	(600)	(600)	
	Total Protection Services	(35,200)	(40,493)	(38,900)	
	Building				
10-45-55000	Building Permits	(60,000)	(67,965)	(65,000)	per CBO estimate
10-45-55010	Building - Zoning Letters	(1,100)	(385)	(750)	3-year average
10-45-55020	Building - Work Orders	(1,300)	(1,050)	(1,300)	3-year average
	Total Building	(62,400)	(69,400)	(67,050)	
	Transportation				
10-20-55500	Transportation	(33,600)	(34,827)	(34,100)	aggregate pmt, misc
	Total Transportation	(33,600)	(34,827)	(34,100)	
	Environment				
10-25-56200	Enviro-Lift Charges	(25,900)	(24,520)	(25,500)	3-year average
10-25-56220	Enviro - Tags	(1,900)	(2,982)	(2,500)	3-year average
10-25-56230	Enviro - Gate Receipts	(51,400)	(58,267)	(56,000)	3-year average
10-25-56240	Enviro - Billings	(117,100)	(127,224)	(121,200)	3-year average
10-25-56260	WDO Rebates	(47,125)	(59,108)	-	program ended in 2025
10-25-56268	Electronic Stewardship Rebates	(1,000)	-	-	program ended in 2025
	Total Environment	(244,425)	(272,101)	(205,200)	
	Health Services				
10-60-56500	Medical Centre Rent	(18,000)	(19,000)	(24,000)	medical centre leases
	Total Health Services	(18,000)	(19,000)	(24,000)	
	Cemetery				
10-85-56530	Cemetery - Service Revenue	(22,800)	(19,725)	(21,000)	3-year average
10-85-56540	Cemetery - Interest Income - C&M	(6,300)	(5,679)	(5,500)	
	Total Cemetery	(29,100)	(25,405)	(26,500)	
	Social & Family Services				
10-65-57020	Trout Creek Seniors Hall	(1)	-	(1)	
10-65-57030	Legion-Revenue	(1)	-	(1)	
	Total Social & Family Services	(2)	-	(2)	
	Recreation and Cultural Services				
10-55-52000	Province of Ontario - Recreation	(5,000)	(14,236)	(5,000)	Canada Day grant

ACCOUNT	DESCRIPTION	2025 DRAFT BUDGET	2025 YTD (PRE-AUDIT)	2026 Draft Budget	NOTES
10-55-57490	Recreation Activities	(20,000)	(15,369)	(16,000)	soccer, tball, ball hockey
10-55-57500	Park Rentals	(1,000)	(1,150)	(1,000)	
10-55-57510	Pool Revenue	(15,000)	(20,683)	(20,000)	
10-55-57550	Maple Syrup Festival	(35,900)	(37,679)	(28,215)	per draft budget
10-55-57570	Donations	(5,000)	(31,458)	(5,000)	
	Total Recreation & Cultural Services	(81,900)	(120,576)	(75,215)	
	Trout Creek Community Centre				
10-75-53700	Ice Rentals	(56,100)	(67,610)	(62,900)	
10-75-53710	Hall Rentals	(4,700)	(6,595)	(6,500)	
10-75-53740	Canteen Proceeds-Downstairs	(500)	(600)	(500)	rent
10-75-53750	Sign Rentals	(2,400)	(1,800)	(1,800)	
10-75-53810	Socials Revenue	(20,000)	(26,352)	(23,100)	TC carnival
10-75-53815	Bar Revenues	(3,800)	(6,666)	(4,100)	3-year average
	Total TCCC Revenues	(87,500)	(109,623)	(98,900)	
	Sportsplex				
10-80-53700	Ice Rentals	(173,700)	(189,622)	(185,000)	
10-80-53710	Hall Rentals	(1,300)	(1,302)	(1,300)	
10-80-53720	Booth Rental	(500)	(582)	(500)	candy machine royalties
10-80-53830	Other Revenues	(32,000)	(36,525)	(33,000)	canteen sales
10-80-53850	Curling Club	(19,500)	(19,520)	(19,500)	
10-80-53856	Donations	(100)	-	(100)	
10-80-53786	Bar Revenue-Sportsplex	(19,200)	(16,620)	(21,000)	3-year average
	Total Sportsplex Revenues	(246,300)	(264,171)	(260,400)	
	Planning & Economic Development				
10-70-58000	Planning Fees	(5,000)	(11,780)	(10,000)	planning admin fees
	Total Planning and Economic Development	(5,000)	(11,780)	(10,000)	
	Total Non-Tax Operating Revenues	(2,343,827)	(2,626,479)	(2,511,317)	
	TOTAL OPERATING REVENUES	(7,155,450)	(7,487,669)	(7,602,354)	
	General Government				
10-10-61000	Council Salaries	47,100	47,305	48,200	per calculation
10-10-61020	Council - Other Expenses	5,200	5,926	9,800	mileage, courses, conference, phones, etc
10-10-61030	Donations	2,500	2,473	2,500	
10-10-61040	Elections	-	-	25,000	
10-10-61050	Advertising	5,000	1,653	2,500	
10-10-61500	Administration Salaries	434,700	411,432	481,600	per calculation
10-10-61510	Admin-Benefits	36,900	36,539	40,550	per calculation
10-10-61520	Admin-RRSP/OMERS	40,400	31,013	42,100	per calculation
10-10-61530	Admin-Convention, Training	6,100	3,653	7,400	
10-10-61540	Admin-Office Supplies, Copies	11,200	10,410	11,300	

ACCOUNT	DESCRIPTION	2025 DRAFT BUDGET	2025 YTD (PRE-AUDIT)	2026 Draft Budget	NOTES
10-10-61545	Marriage Licencing & Officiating Exp.	4,000	1,200	2,900	cost of marriage licence forms
10-10-61550	Admin-Telephones, cells, internet	3,900	3,438	4,400	cell phones and internet
10-10-61560	Admin-Audit & Legal	44,600	29,823	41,100	
10-10-61570	Admin-Computers	97,700	104,517	98,700	IT support, licensing fees
10-10-61600	Admin-Postage/Courier/Copier	27,300	24,461	26,700	
10-10-61610	Admin-Heat & Hydro	10,800	14,677	15,300	inflationary increase over actuals
10-10-61640	Admin-Office & Equipment Maintenance	2,000	863	4,000	
10-10-61650	Admin-Insurance	18,700	17,996	19,200	
10-10-61660	Admin-Bank Charges & Interest	9,000	7,310	9,000	
10-10-61670	Admin-Financial - Taxes Written Off	10,900	10,117	10,600	Taxes on municipally-owned properties
10-10-61675	Uncollectable Debt	2,000	-	2,000	
10-10-61690	MPAC	55,713	55,713	57,886	per levy notification
10-10-61730	Memberships & Association Dues	5,500	4,336	4,500	AMCTO, AMO, MFOA, etc.
10-10-68410	B.I.A. - Material/Supplies	6,100	3,842	4,000	
Total General Government Expenses		887,313	828,651	971,236	
250 Clark					
10-12-61500	250 Clark-Labour	103,700	118,365	100,100	
10-12-61525	250 Clark-Janitorial Expense	10,800	6,136	8,400	
10-12-61641	250 Clark-Building Maintenance	25,000	16,342	25,000	
10-12-61650	250 Clark-Insurance	27,900	27,420	28,800	
10-12-61753	250 Clark-Utilities	37,400	30,549	31,800	inflationary increase over actuals
10-12-61754	250 Clark- Program Expenses	38,200	32,045	30,400	
10-12-61755	250 Clark-Sponsored Program Expenses	36,000	35,399	30,000	Senior's Active Living Centre
10-12-61757	Fitness Centre @ 250 Clark Expense	3,400	3,257	3,400	
10-12-67510	GAP Program Labour	22,500	-	23,400	
10-12-67520	GAP Program Expense	2,500	1,069	2,500	
Total 250 Clark Expenses		307,400	270,582	283,800	
Fire Department					
10-15-61500	Fire Wages	150,800	156,439	161,500	per detailed calculation. Includes 50% of PSO wages
10-15-62000	Fire Dept. - Answering Service	3,400	3,800	4,500	
10-15-62010	Fire Dept.- Maintenance	58,600	68,522	65,400	
10-15-62020	Fire Department - Insurance	35,100	35,486	37,200	
10-15-62030	Fire Dept. - Trucks	17,000	15,454	17,000	fuel, repairs, licenses etc.
10-15-62040	Fire Dept. - Equipment	28,100	13,934	44,000	bunker gear, gloves, coveralls, lights, nozzles, foam
10-15-62050	Fire Dept.- Gratuity/Wardens	52,175	52,179	53,175	
10-15-62060	Fire Prevention	3,000	2,049	3,000	
10-15-62061	Fire Dept- Training	10,000	6,613	15,000	
10-15-62064	Fire Hydrants & Maintenance	15,000	4,319	15,000	replace 3 hydrants
Total Fire Department Expenses		373,175	358,794	415,775	

ACCOUNT	DESCRIPTION	2025 DRAFT BUDGET	2025 YTD (PRE-AUDIT)	2026 Draft Budget	NOTES
	Protection to Persons and Property				
10-50-62500	Policing - OPP	488,044	488,040	541,728	per levy notification
10-50-62510	Police Services Board	9,000	-	5,200	
10-50-62555	911 and Signage	2,500	2,243	2,500	
10-50-61500	Emergency Management- CEMC	41,800	39,942	47,100	per detailed calculation. 50% PSO
10-50-62600	Animal Control	5,500	(1,090)	5,500	
10-50-62585	By-Law/Property Standards Expense	4,900	4,421	3,900	
10-45-62700	Building Inspector	139,100	139,277	145,600	per detailed calculation
10-45-62710	Building Inspector - Mat/Supplies	6,300	7,006	6,900	training & conferences, forms, etc
10-45-62715	CBO/Office Vehicle Expense	3,500	1,043	3,500	cbo/office vehicle-gas, maintenance
	Total Protection Expenses	700,644	680,882	761,928	
	Transportation Services				
10-20-63000	Street Lighting-Labour/Cont.Serv.	34,700	34,663	-	contract ended Oct 2025
10-20-63010	Street Lighting - Mat/Supplies	6,400	6,992	10,500	contingency- contract ended
10-20-63020	Street Lighting - Power	17,700	14,569	16,800	inflationary increase over actuals
10-20-63040	Public Works - Training & Development	15,000	7,827	15,000	incl health & safety training, driver training, OGRA, CRS
10-20-61500	Public Works - Labour Expenses	567,900	757,789	569,900	per detailed calculation
10-20-63060	Public Works - Mat/Supplies	77,600	85,655	83,500	insurance, other miscellaneous
10-20-63062	Public Works Buildings Utilities	18,600	18,037	18,700	inflationary increase over actuals
10-20-63065	Public Works Admin. Mat/Supplies	7,500	10,721	8,400	
10-20-63070	Public Works-Health and Safety supplies	6,300	3,071	4,000	
10-20-63075	Public Works- Fuel	100,000	83,647	140,000	increase due to pricing pressure
10-20-63110	Sidewalks - Mat/Supplies	5,000	617	5,000	maintenance & rehabilitation
10-20-63210	Bridges & Culverts - Mat/Supplies	19,000	3,042	39,000	replacement of culverts 17k, beaver trapping 2k; OSIM 20k
10-20-63230	Brushing - Materials/Supplies	19,000	2,745	19,000	roadside mowing 8k, brushing 11k
10-20-63270	Roadside Maintenance - Mat/Supplies	23,500	15,067	16,500	ditching, signage, other
10-20-63320	Hardtop Maintenance - Mat/Supplies	59,000	52,116	69,800	cold patching 25k, sweeping 45k
10-20-63370	Loose Top Maintenance-Mat/Supplies	143,300	129,026	139,700	dust control, gravel stockpile
10-20-63420	Winter Control - Mat/Supplies	95,300	119,634	116,700	salt, sand, plowing
10-20-63470	Safety Devices/CN - Mat/Supplies	29,000	30,978	29,500	reg monthly fees
10-20-63520	2011 Freightliner - Mat/Supplies	18,500	36,432	23,500	
10-20-63540	2015 GMC 4X4 Truck -mat /supplies	4,500	3,338	5,000	
10-20-63560	2013 Freightliner Truck - Mat/Supp	25,400	38,834	28,000	
10-20-63580	2019 3/4 ton GMC-Mat/supp	2,500	8,104	5,000	
10-20-63600	2015 GMC Truck - Mat/Supp	3,800	16,071	5,000	
10-20-63626	Backhoe-CAT 420-material/supplies	8,700	5,989	10,000	
10-20-63640	96 Backhoe - Materials/Supplies	2,500	2,031	5,000	
10-20-63660	22 Grader - Mat/Supplies	11,000	11,972	13,000	
10-20-63700	Steamer - Materials/Supplies	1,500	-	1,500	
10-20-63710	Trackless - New - Material/Supplies	5,000	2,629	5,000	
10-20-63720	Trackless - Sidewalk Sander- Mat/Supplies	19,800	15,744	16,000	

ACCOUNT	DESCRIPTION	2025 DRAFT BUDGET	2025 YTD (PRE-AUDIT)	2026 Draft Budget	NOTES
10-20-63740	Lawn Equipment - Material/Supplies	7,000	4,114	7,000	needs new tires (~\$2,000)
10-20-63760	Other Equipment - Mat/Supplies	3,000	1,204	3,000	
10-20-63780	2014 Freightliner - Mat/Supplies	19,500	13,064	19,500	
10-20-63820	Downtown - Materials/Supplies	1,000	-	1,000	
10-50-63900	Crossing Guard - Labour / Benefits	5,200	-	5,300	
Total Transportation Services		1,383,700	1,535,721	1,454,800	
	Environmental Services				
10-50-64730	NB Mattawa Conservation Levy	417	393	458	per levy notification
10-25-64810	Garbage Collection - Mat/Supplies	2,000	2,442	2,500	
10-25-64830	Garbage Vehicle Expense	17,800	12,540	17,000	
10-25-64900	Waste Management - Labour	144,300	127,704	157,600	
10-25-64910	Landfill Site - Material/Supplies	53,000	31,116	44,500	grinding, cover material, glass bin
10-25-64920	Landfill Site Equipment Expenses	40,100	17,549	32,300	rental equipment costs
10-20-63620	710 Backhoe - Material/Supplies	23,000	6,568	1,000	to be disposed of
10-25-64930	Hazardous Waste	5,524	5,524	6,985	per levy notification
10-25-64940	Recycling Program	146,400	115,499	25,600	commercial recycling- contract ending
10-25-64965	Landfill Site Maintenance as per C of A	67,400	57,806	69,200	Knight Plesold, SGS
Total Environmental Services		499,941	377,141	357,143	
	Health Services				
10-60-65000	Health Unit	116,465	116,465	121,010	per levy notification
10-60-65220	Land - Ambulance	124,238	124,238	132,270	per levy notification
10-70-68045	Medical Centre - Powassan Town Square	81,700	78,320	80,800	
10-60-65350	North Bay Regional Health Centre	37,359	37,359	37,359	2027 final year
10-85-65110	Cemetery - Service Materials-Interment	7,800	1,424	7,800	
10-85-65130	Cemetery - Maintenance Material	3,500	3,616	3,500	tree removal, headstone maint.
Total Health Services		371,062	361,423	382,739	
	Social & Family Services				
10-60-66100	District Social Services DSSAB	163,330	163,330	173,589	per levy notification
10-60-66200	Eastholme - Levy	131,332	131,332	135,280	per levy notification
Total Social & Family Services		294,662	294,662	308,869	
	Recreation & Cultural Services				
10-55-67005	Playground Inspection Expense	500	-	500	
10-55-67010	Parks - Material/Supplies	15,100	19,373	17,900	
10-55-67020	Parks - Canada Day	5,000	6,810	5,000	
10-55-67030	Playground Equipment	1,000	-	1,000	misc costs
10-55-67100	Pool - Labour	33,700	30,914	34,300	
10-55-67110	Pool - Material and Supplies	15,000	10,252	12,000	
10-55-67112	Pool Utilities	14,600	6,278	14,100	hydro, gas, water/sewer
10-55-67115	Pool Chemicals	5,000	41	5,000	
10-55-67210	Outdoor Rink - Materials/Supplies	1,000	-	1,000	
10-55-67310	Beach - Material/Supplies	1,000	-	1,000	

ACCOUNT	DESCRIPTION	2025 DRAFT BUDGET	2025 YTD (PRE-AUDIT)	2026 Draft Budget	NOTES
10-55-67410	S.H.C.C. Materials/Supplies	6,700	6,546	6,700	misc costs
10-55-67500	Recreation - Fund Raising	500	-	500	
10-55-67610	Recreation - General Exp.- Mat/Supplies	500	430	500	
10-55-67650	Recreation Buildings. - Repair & Maint	3,000	-	3,000	
10-55-67920	Recreation-Activities Expenses	12,900	4,615	10,500	soccer, tball, new years
10-65-66030	TC Seniors Hall	2,700	3,070	3,100	misc costs
10-55-61052	Maple Syrup Festival expenses	41,475	24,813	28,250	per draft budget
10-65-67800	Library Levy	141,617	141,617	139,280	per draft budget at 60% cost share
10-65-67680	Legion Building Labour/Mat/Supplies	25,800	28,595	30,600	insurance, gas, hydro
10-65-61725	Municipal Logo Merchandise expense	1,000	-	2,000	
Total Recreation & Cultural Services		328,092	283,355	316,230	
	Trout Creek Community Centre				
10-75-61500	TCCC Salaries	-	-	-	budgeted with Sportsplex
10-75-61510	TCCC Benefits	-	-	-	
10-75-61800	Supplies	4,000	4,226	4,400	
10-75-61820	Maintenance	29,300	29,630	27,800	
10-75-61610	Hydro	35,800	39,137	40,700	
10-75-61620	Natural Gas	6,800	5,774	6,100	
10-75-61550	Telephone	3,300	3,529	3,500	
10-75-61650	TCCC Insurance	15,600	15,326	16,100	
10-75-61840	Socials Expense - Spring	10,600	5,384	10,000	carnival excl staff wages
10-75-61865	Bar Expenses	5,000	3,177	5,000	
10-75-61870	Fees	1,000	321	1,000	
Total TCCC Expenses		111,400	106,503	114,600	
	Sportsplex				
10-80-61500	Salaries	317,700	273,155	329,900	
10-80-61510	Benefits	11,400	11,028	20,100	
10-80-61910	Clothing Allowance	1,000	70	1,000	
10-80-61610	Hydro	119,600	93,850	115,000	
10-80-61620	Heat-Natural Gas	22,100	17,548	22,000	
10-80-61850	Canteen- Supplies	14,500	12,188	15,500	
10-80-61920	Water and Sewer	8,800	6,631	8,300	
10-80-61930	Zamboni-Repairs & Maintenance	14,800	17,031	13,800	
10-80-61940	Equipment Repairs and Maintenance	26,500	8,744	25,000	
10-80-61945	Equipment Supplies	1,000	583	1,000	
10-80-61950	Building-Repairs and Maintenance	45,000	29,251	45,000	
10-80-61960	Building-Supplies	5,000	8,941	5,000	
10-80-61650	Insurance	33,900	33,254	34,900	
10-80-61970	Mat Rentals	600	375	600	
10-80-61982	Bar supplies /expenses	13,500	5,535	13,000	
10-80-61550	Telephone	250	229	250	
10-80-61555	Office Expenses	4,000	3,318	3,500	
10-80-61985	Staff training	4,300	700	3,000	

ACCOUNT	DESCRIPTION	2025 DRAFT BUDGET	2025 YTD (PRE-AUDIT)	2026 Draft Budget	NOTES
Total Sportsplex Expenses		643,950	522,448	656,850	
	Planning & Economic Development				
10-70-68005	Planning Consultants	10,000	10,844	12,000	
10-70-68010	Planning & Development - Mat/Supp	18,200	17,667	18,600	CGIS \$17,600; public notices, training, other misc \$1,000
10-70-68020	Green Plan	321	321	336	LAS Energy Planning tool
Total Planning & Economic Development		28,521	28,831	30,936	
	Debt Repayment				
10-10-61875	Term Loan- Principal	71,424	71,424	71,424	Final payment October 2028
10-10-61876	Term Loan- Interest	13,742	13,272	9,247	
10-10-61775	OSIFA Capital Loan Principal	90,217	90,217	92,222	Final payment 2036
10-10-61780	OSIFA Capital Loan Interest	25,838	26,582	23,817	
10-12-61756	250 Clark Loan Payments- Principal	61,105	61,104	62,720	Final payment 2048
10-10-61751	250 Clark Loan Payments- Interest	71,568	71,400	67,415	
10-15-62072	Fire Hall Loan Payment- Principal	36,300	36,301	37,470	Final payment 2048
10-15-62073	Fire Hall Loan Payment- Interest	45,794	46,000	43,981	
10-15-62075	Fire Rescue Loan- Principal	30,000	30,000	17,500	Final payment July 2026
10-15-62076	Fire Rescue Loan- Interest	2,093	1,957	347	
10-20-63815	2022 Grader Loan Principal	56,707	56,747	60,324	Final payment September 2029
10-20-63816	2022 Grader Loan Interest	17,224	17,185	13,607	
10-25-64880	Compactor Loan- Principal	19,762	19,762	8,234	Final payment May 2026
10-25-64885	Compactor Loan- Interest	1,174	1,087	122	
Total Debt Repayment		542,948	543,038	508,430	
	Operating Reserve Transfers				
10-10-63875	Transfer to Reserve - Election	6,250	6,250	-	election year- restart in 2027
10-10-61700	Transfer to Reserve - Operating Contingency	8,200	8,200	8,400	per reserve fund policy
10-20-63885	Transfer to Reserve - Accrued Pit Closure Costs	1,288	1,288	1,320	
10-20-63880	Transfer to Reserve - Infrastructure Renewal	52,100	52,900	97,600	2% of rental revenues plus 90,000 re: Hummel Bridge replacement
10-20-63865	Transfer to Reserve - Water Loan Repayment	75,000	75,000	100,000	
10-25-64950	Landfill - Accrued Closure Costs	-	-	-	cost TBD
Total Operating Reserve Transfers		142,838	143,638	207,320	
TOTAL OPERATING EXPENDITURES		6,615,646	6,335,669	6,770,656	
NET OPERATING REVENUE- AVAILABLE FOR CAPITAL		(539,804)	(1,152,000)	(831,698)	
	Capital Revenues				
10-10-99999	Prior Year Deficit (Surplus)	-	-	-	
10-10-51950	Province of Ontario	(586,600)	(108,273)	(474,325)	OCIF 232,900; PPRP 38,000; OTF SEED 60,200; NOHFC 98,025; EASE 45,200

ACCOUNT	DESCRIPTION	2025 DRAFT BUDGET	2025 YTD (PRE-AUDIT)	2026 Draft Budget	NOTES
10-10-52025	Federal Grants	(91,525)	(4,816)	(24,950)	EAF 24,950
10-10-53525	Insurance Proceeds	(31,300)	(18,716)	-	
10-20-52040	Federal Grants - Infrastructure-Gas Tax	(316,100)	(242,038)	(432,000)	O'Connor Line Culvert; Clark Street
10-20-55520	Transfer From Reserve - PW Equipment	-	-	(155,000)	2025 reserve transfer re: tandem plow
10-10-54060	Sale of Equipment	-	-	(10,000)	surplus tandem plow
10-15-53035	Fire Grant/Donations	(33,400)	(16,823)	(36,200)	Fire Protection Grant
Total Capital Revenues		(1,058,925)	(390,666)	(1,132,475)	
	Capital Projects				
10-10-61580	Admin-Asset Management Program	-	-	40,000	Updated AMP per O.Reg 588/17
10-10-61680	Admin-Office Capital	57,100	11,580	44,800	replace PCs, server, switches; new website
10-10-61685	Reorganization Expenses	-	-	-	
10-70-68140	Official Plan Development	5,900	2,900	24,900	zoning by-law update per estimate received
	250 Clark				
10-12-61680	250 Clark-Building Capital	73,900	19,400	24,950	stairlift replacement
10-12-61758	Fitness Centre- Equipment Capital	-	-	5,300	Vision VF pec fly/rear delt
	Fire Department				
10-15-62070	Capital - Fire Department	79,300	130,017	46,200	Station 2 repairs (fire protection grant); roof repairs
	Transportation				
10-20-63080	Public Works - Reports and Studies	-	-	16,800	Road Needs Study
10-20-63240	Capital- Bridges & Culverts	60,300	-	60,300	Hummel Bridge engineering
10-20-63375	Loose Top Maintenance- Gravel Resurfacing	-	-	-	
10-20-63790	Equipment - Capital Purchases	-	-	714,600	Plow truck; pickup; backhoe
10-20-63860	Capital - Materials/Supplies	-	4,093	352,600	Clark Street resurfacing
10-20-63895	Capital-Gas Tax Projects	450,000	403,259	250,000	O'Connor Line Culvert
	Environmental Services				
10-25-64840	Garbage - Capital	-	-	-	
10-25-64860	Landfill- Capital	-	-	-	
	Recreation Services				
10-55-67900	Recreation-Major Projects	615,900	355,094	286,600	EASE 49,700; SHCC 130,700; TC swingset 10,200; Rec Master Plan 70,000; netting 26,000
10-75-61880	TCCC Capital	55,000	24,650	30,000	engineering; other misc capital
10-80-61880	Sportsplex Capital	30,000	8,643	37,900	upgrade to LED lights
Total Capital Projects		1,427,400	959,636	1,934,950	
	Net Reserve Transfers				
10-15-62080	Fire Dept.- Transfer to Reserve				

ACCOUNT	DESCRIPTION	2025 DRAFT BUDGET	2025 YTD (PRE-AUDIT)	2026 Draft Budget	NOTES
10-10-61710	Transfer to Reserve - Working Capital	16,329	16,329	19,223	budget balancing figure
10-10-61700	Transfer for Reserve - Operating Contingency	-	-	-	
10-20-63880	Transfer to Reserve - Infrastructure Renewal	155,000	155,000	10,000	proceeds from sale of tandem plow
Total Reserve Transfers		171,329	171,329	29,223	
NET CAPITAL EXPENDITURES		539,804	740,299	831,698	
BALANCE		-	(411,701)	0	

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-14

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 2026.

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 2026.

General Purposes \$ 5,033,529

Education \$ 781,191

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 requires 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, 2026 and the balance of the final levy shall become due and payable on the 29th day of September, 2026.

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, 2026, 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:

Class	General	Education
Residential	.01387819	.00153000
Multi-Residential	.02725856	.00153000
New Multi-Residential	.01387819	.00153000
Commercial Occupied	.02018437	.00880000

Commercial Vacant Units	.01412907	.00880000
Commercial Vacant/Excess Land	.01412907	.00880000
Commercial New Construction	.02018437	.00880000
Commercial Occupied-Education Retained	.02018437	.00945188
Industrial Occupied	.02428779	.00880000
Industrial Vacant/Excess Land	.01578707	.00880000
Industrial New Construction	.02428779	.00880000
Large Industrial	.03095410	.00880000
Large Industrial Excess Land	.02012016	.00880000
Pipelines	.01439718	.00753775
Farmland	.00346955	.00038250
Managed Forests	.00346955	.00038250
Landfills	.02985458	.00980000
Aggregate Extraction	.01976313	.00511000

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 on the 5th day of May 2026 and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council the 19th day of May 2026.

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-15

Being a Bylaw to adopt the Water and Wastewater Budgets for 2026

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 2026 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 on the 5th day of May 2026 and considered **READ a THIRD and FINAL** time and adopted as such in open Council the 19th day of May 2026.

MAYOR

CLERK

Water & Sewer Budget 2026 Final

	2023 Actual	2024 Actual	2025 Budget	2025 YTD (12/31)	2026 BUDGET	
Sewer - Revenue						
10-40-56050 Sewer Rates	189,420.45	196,754.02	196,500.00	198,917.92	202,900.00	2% rate increase
10-40-56080 Sewer Penalties	2,018.81	3,422.33	3,600.00	4,539.09	4,050.00	9.1% of arrears collected as penalty
10-40-56090 Sewer Transfer from Reserve	-	-	42,149.67	-	-	
Total Sewer Revenue	191,439.26	200,176.35	242,249.67	203,457.01	206,950.00	
Sewer - Expenses						
10-40-64000 Admin - Labour	5,300.00	6,093.51	9,030.00	5,430.70	9,015.00	
10-40-64010 Admin Material and Supplies	13,689.80	14,727.66	15,950.00	15,603.02	16,400.00	insurance
10-40-64020 Transfer to Reserves	48,322.74	6,322.31	-	-	32,009.00	
10-40-64110 Pumphouse Material and Supplies	2,204.85	973.39	3,000.00	5,743.69	5,000.00	
10-40-64120 OCWA	69,308.00	72,529.00	71,864.00	59,886.70	73,301.00	
10-40-64130 Distribution Labour	7,860.00	12,687.31	20,400.00	17,167.52	21,225.00	
10-40-64140 Distribution Material and Supplies	10,227.65	52,327.01	30,000.00	13,423.06	30,000.00	
10-40-64320 Special Projects	-	-	1,000.00	100.00	1,000.00	
10-40-64310 Capital Material and Supplies	-	-	56,500.00	4,752.45	19,000.00	wet well 19k
10-40-64350 Loan Payment Interest	3,229.94	1,993.80	709.23	986.62	-	repaid in 2025
10-40-64355 Loan Payment Principal	31,296.28	32,522.36	33,796.44	33,796.43	-	
Total Sewer Expenses	191,439.26	200,176.35	242,249.67	156,890.19	206,950.00	
Water - Revenue						
10-30-52015 Provincial Grant	-	41,456.12	-	-	-	
10-30-56005 Water Rates	415,088.74	427,449.78	434,800.00	431,624.71	440,200.00	2% rate increase
10-30-56030 Transfer From Reserves	-	17,267.22	-	-	-	
10-30-56040 Water Penalties	3,028.22	5,133.50	5,400.00	6,808.64	6,075.00	9.1% of arrears collected as penalty
Water Revenue	418,116.96	491,306.62	440,200.00	438,433.35	446,275.00	
Total Water and Sewer Revenue	609,556.22	691,482.97	682,449.67	641,890.36	653,225.00	
Water - Expenses						
10-30-64400 Admin - Labour	12,400.00	14,218.20	21,070.00	12,671.63	21,035.00	
10-30-64410 Admin Material and Supplies	25,038.64	26,936.88	30,950.00	30,962.56	32,500.00	insurance
10-30-64430 Transfer to Reserves	8,682.98	-	8,098.33	-	145,227.00	

10-30-64440	Personnel Training	1,038.00	344.40	1,500.00	-	1,500.00	
10-30-64510	Pumphouse Material and Supplies	21,241.72	18,407.38	25,000.00	20,665.25	25,000.00	
10-30-64520	Distribution Labour	18,340.00	29,603.73	47,600.00	40,057.54	49,525.00	
10-30-64530	Distribution Materials and Supplies	22,708.35	34,392.11	30,000.00	45,496.15	35,000.00	
10-30-64720	OCWA Agency Operations	115,021.14	122,868.04	121,459.00	109,781.77	123,888.00	
10-30-64715	Capital Material and Supplies	10,684.80	88,850.32	10,000.00	3,129.21	12,600.00	chlorine analyzer, valves, reservoir building (per OCWA)
10-30-64750	Meter Capital Expenditure	44,856.46	17,620.95	6,500.00	-	-	completed in 2025
10-30-64760	Loan Payment Interest	12,919.74	7,975.19	2,836.93	3,946.50	-	
10-30-64765	Loan Payment Principal	125,185.13	130,089.42	135,185.74	135,185.75	-	repaid in 2025
	Total Water Expenses	418,116.96	491,306.62	440,200.00	401,896.36	446,275.00	

Total Water and Sewer Expenses

Total Water and Sewer Revenues

609,556.22
609,556.22

691,482.97
691,482.97

682,449.67
682,449.67

558,786.55
641,890.36

653,225.00
653,225.00

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-16

Being a Bylaw to Adopt the Water and Wastewater Rate and Fee Schedule for 2026

WHEREAS Section 391 of the Municipal Act permits a municipality to pass bylaws 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 2026 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 on the 5th day of May 2026 and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council the 19th day of May 2026.

MAYOR

CLERK

Water & Wastewater SCHEDULE A – Rates & Fees

Bylaw 2026-16

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	25.43
20	0.75	25.43
25	1	25.43
40	1.5	32.76
50	2	52.74
75	3	127.31
100	4	200.08

Consumptive Rates - Water

Usage Rate – based on Owner Class	Usage Rates (\$/m ³)
Single or two-family residential metered	3.32
Multi-family metered	3.32
Industrial/Commercial/Institutional	3.32

Consumptive Rates –Wastewater (Sewer) Surcharge

Usage Rate – based on Owner Class	Usage Rates (\$/m ³)
Single or two-family residential metered – 66.7% of Water Rate	2.21
Multi-family metered – 66.7% of Water Rate	2.21
Industrial/Commercial/Institutional – 66.7% of Water Rate	2.21

Flat Rate or Temporary Water Rate

Description	Water Rate
Residential flat rate (unable to meter) - Monthly	138.15
Residential flat rate (refuse to meter) - Monthly	412.59
Construction/Temporary water rate (\$/30-days)	138.15
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

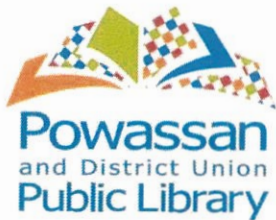
SCHEDULE "C"
To BYLAW #2025-14

Bylaw No. 2025-14 being a Bylaw of the Corporation of the Municipality of Powassan to regulate and govern animals including exotic animals within the Municipality is hereby amended as follows:

1. by adding the following Provincial Offences Fines to Schedule "B" and renumbering the subsequent items accordingly:

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
PROVINCIAL OFFENCES FINES
BY-LAW # 2025-14
Animals Including Exotic Animals Bylaw

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Set Fine
11	Operate a kennel without a valid license	11.3	\$500.00



January 28, 2026

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

Re: Library Budget 2026

Mayor McIsaac and Member of Council,

On behalf of the Library Board, we are pleased to submit the Library's 2026 operating budget for your consideration.

After careful review and with full awareness of the financial pressures currently facing the municipality, the Board believes this proposed budget represents a fair and reasonable request that balances fiscal responsibility with the continued delivery of essential library services.

For 2026, the Library requires **\$232,133.96 from the three union municipalities** to operate for the full twelve months. This represents an increase of **\$26,393.18** over last year's municipal funding. Included in this amount is **\$4,000** earmarked for necessary elevator repairs. This increase reflects rising inflationary costs and the ongoing need to close the funding gap required to maintain safe, accessible, and reliable library services.

The distribution of this total request among the participating municipalities will be determined through the final Library Agreement currently under negotiation. We respectfully request that monthly payments continue at last year's rate until the agreement is finalized, at which point payments can be adjusted accordingly.

We recognize and sincerely appreciate that **almost 70% of the Library's operating funding is provided by our municipal partners**. The remaining 30% is supplied through **provincial grants, donations, and fundraising efforts**. Please note that the **provincial operating grant amount has remained unchanged for more than 25 years**. While the nominal provincial contribution has stayed the same, its real value has declined significantly due to inflation and population growth, resulting in municipalities carrying an increasing share of the responsibility for sustaining local library services. The Library operates in full compliance with the **Ontario Public Libraries Act** and is governed under the authority of the **Ministry of Heritage, Arts and Culture**, ensuring accountability, transparency, and adherence to legislated service standards.

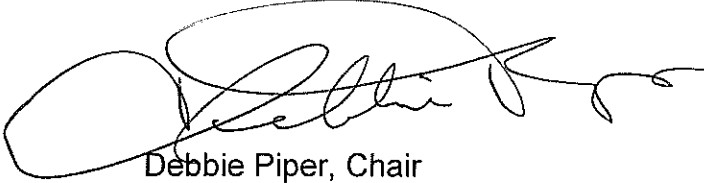


Despite these challenges, our Library continues to operate as a well-run, welcoming, and highly utilized community hub that makes a meaningful contribution to the **overall quality of life in our community**. Beyond its traditional role, the Library supports **lifelong learning, digital access, workforce readiness, and social connection**, all of which are key factors in **attracting and retaining residents, families, and businesses**.

*"A library outranks any one thing a community can do to benefit its people.
It is a never-failing spring in the desert."*

— Andrew Carnegie (1835–1919)

Warm regards,

A handwritten signature in black ink, appearing to read 'Debbie Piper', with a large, stylized initial 'D'.

Debbie Piper, Chair
Library Board
Powassan and District Union Public Library

Attachments:

Detailed 2026 Budget (3 pages)
2025 Annual Report

**Powassan & District Union Public Library
2026 Budget - Final**

		2025 Levy	206,740.78	Diff.	25,393.18
		2026 Levy	232,133.96	% inc.	
	Dec	2025	Budget	YE vs	Budget
	2025	Year End	2025	2025	2026
	YTD			Budget	
				% Diff	
1	REVENUE				
2	Operating Grants				
3	Provincial - Operating Grant	14,500.00	14,500.00	14,500.00	0.00
4	Provincial Pay Equity Grant	7,601.00	7,601.00	7,601.00	0.00
4.5	Municipal Contribution				232,133.96
5	Municipal - Powassan	129,815.96	141,617.43	141,617.43	-8.33
6	Municipal - Chisholm	23,568.45	23,568.45	23,568.45	0.00
7	Municipal - Nipissing	41,754.92	41,554.90	41,554.90	0.48
8	Municipal - Restoule	4,854.36	4,854.36	5,083.94	-4.52
9	Total Operating Grants	222,094.69	233,696.14	233,925.72	-5.06
11	Project Grants				
12	OTF Resilience Grant - Technology	2,200.00	2,200.00	0.00	0.00
13	OTF Capital Grant - 2024	5,000.00	5,000.00	0.00	0.00
14	Prov. Senior Community Grant 2024	1,034.34	1,034.34	0.00	0.00
15	Internet Connectivity Grant	2,040.00	2,040.00	2,760.00	-26.09
16	Total Project Grants	10,274.34	10,274.34	2,760.00	272.26
18	Student Grants				
19	Federal Grant Student	9,095.00	9,095.00	4,928.00	84.56
20	Total Student Grant	9,095.00	9,095.00	4,928.00	84.56
22	Other Revenue				
23	Room Rental Fees	2,712.23	2,712.23	2,200.00	23.28
24	Service Fees	865.79	865.79	600.00	44.30
25	Program Fees	30.00	30.00	100.00	-70.00
26	Interest Earned	192.02	2,611.38	350.00	-45.14
27	Copier Revenue	4,545.59	4,545.59	4,500.00	1.01
28	OLS Interloan Revenue	0.00	450.00	550.00	-100.00
29	Coffee Revenues	50.40	50.40	100.00	-49.60
30	Life Labs Room Rental	10,450.00	10,450.00	10,477.00	-0.26
31	Art Gallery Revenue	383.00	383.00	250.00	53.20
32	Misc. Fundraising	4,920.81	4,920.81	0.00	0.00
33	Total Other Revenues	24,149.84	27,019.20	19,127.00	26.26
35	Donations				
36	Used Book Sales	2,267.34	2,267.34	3,000.00	-24.42
37	Cash	12,921.04	12,921.04	8,000.00	61.51
38	Friends of the Library	2,138.25	2,138.25	4,000.00	-46.54
39	Total Donations	17,326.63	17,326.63	15,000.00	15.51
41	TOTAL REVENUE	282,940.50	297,411.31	275,740.72	2.61

	Dec 2025 YTD	2025 Year End	Budget 2025	YE vs 2025 Budget % Diff	Budget 2026
42					
43	EXPENSE				
44					
45	Payroll Expenses				
46	172,983.94	172,983.94	171,119.00	1.09	190,000.00
47	9,945.12	9,945.12	6,028.80	64.96	6,336.00
48	3,100.84	3,100.84	3,969.96	-21.89	4,270.00
49	9,262.09	9,262.09	10,181.58	-9.03	11,144.00
50	486.21	679.64	671.13	-27.55	706.81
51	0.00	1,887.67	1,676.97	-100.00	1,924.09
52	0.00	8,044.56	9,000.00	-100.00	9,000.00
53	12,169.23	12,169.23	13,496.60	-9.83	12,927.00
54	<u>207,947.43</u>	<u>218,073.09</u>	<u>216,144.04</u>	-3.79	<u>236,307.90</u>
55					
56	Circulation Material Expenditures				
57	414.08	414.08	0.00	0.00	0.00
58	3,651.88	3,651.88	3,000.00	21.73	3,500.00
59	712.90	712.90	800.00	-10.89	500.00
60	383.48	383.48	400.00	-4.13	400.00
61	1,450.76	1,450.76	1,500.00	-3.28	1,500.00
62	<u>6,613.10</u>	<u>6,613.10</u>	<u>5,700.00</u>	16.02	<u>5,900.00</u>
63					
64	Miscellaneous Expenses				
65	2,147.64	2,147.64	2,148.00	-0.02	2,160.00
	Furniture	196.91	196.91	0.00	0.00
66	182.31	182.31	0.00	0.00	0.00
67	94.33	94.33	600.00	-69.62	500.00
68	<u>2,621.19</u>	<u>2,621.19</u>	<u>2,748.00</u>	-96.57	<u>2,660.00</u>
69					
70	Facilities & Utilities Expenses				
71	665.05	665.05	555.00	-100.00	550.00
72	4,808.73	5,366.25	5,600.00	-88.12	5,000.00
73	422.35	422.35	700.00	580.90	600.00
74	4,232.84	4,232.84	5,000.00	-91.55	9,500.00
75	6,537.65	6,537.65	6,240.00	-32.17	6,700.00
76	5,330.66	5,330.66	5,700.00	14.70	5,500.00
77	3,476.58	3,476.58	3,003.68	77.47	4,000.00
78	359.50	359.50	1,500.00	131.77	750.00
79	1,944.72	1,944.72	1,000.00	-64.05	1,500.00
80	<u>27,778.08</u>	<u>28,335.60</u>	<u>29,298.68</u>	-93.36	<u>34,100.00</u>

	Dec 2025 YTD	2025 Year End	Budget 2025	YE vs 2025 Budget % Diff	Budget 2026
81					
82	Telecommunications Costs				
83	3,442.81	3,442.81	3,500.00	-100.00	3,500.00
84	84.04	84.04	300.00	1,047.60	200.00
85	41.03	41.03	600.00	-85.99	400.00
86	345.37	345.37	600.00	-93.16	500.00
87	912.13	912.13	1,500.00	-76.98	1,500.00
88	<u>4,825.38</u>	<u>4,825.38</u>	<u>6,500.00</u>	-85.97	<u>6,100.00</u>
89					
90	Other Expenses				
91	1,247.30	1,247.30	1,000.00	-100.00	1,300.00
92	79.17	79.17	150.00	731.53	100.00
93	256.66	256.66	25.00	216.68	0.00
94	3,661.88	3,826.24	3,700.00	-93.06	4,000.00
95	551.02	551.02	375.00	876.50	500.00
96	1,484.28	1,484.28	0.00	0.00	0.00
97	1,563.41	1,563.41	1,700.00	-12.69	1,700.00
98	4,070.40	4,070.40	4,000.00	-60.91	4,500.00
99	762.74	762.74	750.00	442.72	750.00
100	600.39	600.39	270.00	182.50	500.00
101	1,026.64	1,026.64	1,000.00	-39.96	1,000.00
102	2,684.72	2,684.72	1,000.00	2.66	1,000.00
103	0.00	0.00	100.00	2,584.72	100.00
104	0.00	0.00	80.00	-100.00	100.00
105	0.00	1,200.00	1,200.00	-100.00	1,500.00
106	<u>17,988.61</u>	<u>19,352.97</u>	<u>15,350.00</u>	-100.00	<u>17,050.00</u>
107					
108	Project Expenses				
109	2,052.00	2,052.00	0.00	0.00	0.00
110	9,704.33	9,704.33	0.00	0.00	0.00
111	4,061.02	4,061.02	0.00	0.00	0.00
112	<u>15,817.35</u>	<u>15,817.35</u>	<u>0.00</u>	0.00	<u>0.00</u>
113					
114	75,643.71	77,565.59	59,596.68	-100.00	65,810.00
115					
116	<u>283,591.14</u>	<u>295,638.68</u>	<u>275,740.72</u>	-100.00	<u>302,117.90</u>
117					
118	<u>-650.64</u>	<u>1,772.63</u>	<u>0.00</u>	0.00	<u>0.00</u>

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AGREEMENT

for

THE POWASSAN AND DISTRICT UNION PUBLIC LIBRARY

BETWEEN:

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

hereinafter called Powassan of the First part

AND:

THE CORPORATION OF THE TOWNSHIP OF NIPISSING

hereinafter called Nipissing in the Second part

AND:

THE CORPORATION OF THE TOWNSHIP OF CHISHOLM

hereinafter called Chisholm in the Third part

WHEREAS the parties hereto wish to enter into an agreement to provide for the maintenance of the Powassan and District Union Public Library (the "Library"), as provided for in the Public Libraries Act, R.S.O. 1990, c. P-44, Section 5(1) and 9(4); and,

WHEREAS, the parties agree that the Powassan and District Union Public Library Board is a separate and independent corporate board of the Municipalities with independent corporate status, subject to the provisions of the Public Libraries Act, and has been established to provide public library services to the residents of the participating Municipalities.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and conditions contained herein and subject to the terms and conditions hereinafter set forth, the parties hereto agree as follows:

1. The Board

1.1 The Powassan and District Union Public Library Board (the "Board") shall be comprised of one (1) Councillor appointed from each Municipality and additional members appointed by the respective councils as follows:

The Corporation of the Municipality of Powassan shall have an additional minimum of two (2) members and a maximum of five (5) members for a total of six (6) members;

The Corporation of the Township of Chisholm shall have an additional one (1) member for a total of two (2) members;

The Corporation of the Township of Nipissing shall have an additional one (1) member for a total of two members.

1.2 It is the responsibility of each Municipality to ensure that their representatives are appointed in accordance with Section 10 of the Public Libraries Act, R. S. O. (1990), Chapter P.44, as amended.

1.3 Each Member shall have one vote only. The Chair may vote with other members. An equal vote is deemed to be negative.

1.4 A board member's Term shall be concurrent with the term of the appointing council, or until a successor is appointed, and may be reappointed for one or more further terms.

1.5 At any time the Council of a non-participating Municipality or representatives from an unorganized Township may make a request to the Councils of the participating Parties to become a participating Member. If all Councils agree, this Agreement will be amended accordingly.

1.6 The Library Board shall set Library operating hours in accordance with the interests and usage of all participating members and visitors.

2. Costs

2.1 The cost of operating and maintaining the Powassan and District Union Library shall be based on the following formula:

Municipality of Powassan 60%

Township of Chisholm 18%

Township of Nipissing 22%

2.2 The Powassan and District Union Public Library shall annually prepare a budget of all funds required during the year for the purposes of the Board, and the budget shall:

- a) set forth the estimated revenues and expenditures of the Board
- b) make allowance for surplus of the previous year to be available during the current year
- c) provide for any deficiencies of any previous year
- d) set forth the amount to be chargeable to each of the Municipalities, and the estimated populations of each
- e) provide for capital expenditures from current funds, not to exceed 10% of the annual budget unless approved by all three Councils
- f) be made available to participating Councils on or before January 31st of the current year.

The proportion of the Budget to be charged to each of the Parties of the Agreement shall be based on the cost-sharing formulas provided in Section 2.1.

2.3 The annual budget prepared by the Board shall be circulated to the participating Municipalities as soon as approved by the Library Board and no later than January 31st, to allow for review and consideration prior to inclusion in each Municipality's draft budget.

2.3.1 The Mayors and/or senior administrative staff of each participating Municipality may meet, either jointly or individually, with the CEO or designate to review the proposed budget, cost-sharing impacts, in advance of formal presentation to Council.

2.3.2 If the estimates of the Board are approved, or amended and approved, by the Council of the Municipality of Powassan, such estimates shall be binding on all participating municipalities provided that the Municipality of Powassan represents more than one-half of the population of the combined area for which the Board was established, pursuant R.S.O. 1990, c. P.44, s. 24 (6).

2.3.3 Pending Council consideration, the Library may continue to operate in accordance with the most recently approved budget to ensure operational continuity.

2.4 Any capital expenditure exceeding ten percent (10%) of the approved annual budget shall require written approval from all participating Councils.

2.4.1 Nothing in this Agreement prevents an individual Municipality from voluntarily funding an additional Library capital expense, provided such funding does not create an ongoing financial obligation for the other Parties without their written consent.

2.5 Cost sharing on any capital expenditures not listed in the current budget shall be determined through negotiations between all Parties to this agreement.

2.6 Data Collection and Service Metrics The CEO shall annually, in the month of November, compile and review statistical aggregate, non-identifying data respecting library usage.

2.6.1 Usage Data: The specific metrics, methods of collection, and definitions for library usage (such as "registered users") shall be set out in Schedule "A" to this Agreement.

2.6.2 Evolution of Data: The Parties acknowledge that Library user data and methods of collection may evolve over time to more accurately reflect service use.

2.6.3 Future Funding: Subject to review and unanimous agreement of the participating Municipalities, such data may be used to inform future funding arrangements or cost-sharing discussions.

2.7 All grants for library purposes, whether municipal, provincial, federal or otherwise, received by the member municipality shall be delivered to the Library Chief Executive Officer (CEO) for deposit to the library account.

2.7.1 No single Municipality shall be solely responsible for ongoing grant administration on behalf of the Library unless agreed to in writing by all Parties.

2.8 Unless otherwise approved by all participating Councils, municipal contributions shall be invoiced annually and paid in 3 (3) equal installments, due on or before March 30th, June 30th, September 30th of the budget year.

3. Membership

3.1 A person shall be eligible for membership at the Powassan and District Union Public Library if they:

- a) are a resident of any participating municipality
- b) owns property in any participating municipality
- c) are deemed eligible through any Agreement between the Library and another Library Board.
- d) reside outside of the participating municipalities but have purchased a membership as per Section 3.2.

3.2 The Board shall impose Library Fees as it considers proper for the use of library services by persons who do not reside in the Board's jurisdiction.

3.2.1 Library Fees shall not be imposed on residents or property owners of a Municipality where financial contributions have been directed to the Powassan and District Union Public Library, including contributions made through municipal levies or the receipt of Public Library Operating Grant funding allocated on behalf of that Municipality.

4. Roles and Relationship

4.1 The Clerks of each participating municipality and the Library CEO shall meet on a quarterly basis at mutually agreeable intervals to discuss issues of joint concern.

4.2 Agendas and Minutes of the Board are presented to all three Councils for information only.

4.3 The participating Municipalities commit to ongoing collaboration with the Board with regard to programs and services, to minimize duplications and schedule conflicts, and to maximize opportunities.

4.4 The participating Municipalities agree that the Library shall participate in the Municipality of Powassan's Compensation and Benefits Program.

4.5 The participating Municipalities agree that all participating parties, including the Library are bound by the Pay Equity Act. The Library Board shall create a Pay Equity Plan that aligns with the Pay Equity Plan of the Municipality of Powassan and follows the Pay Equity Act. The Library Board shall be responsible for maintaining and updating the Pay Equity Plan following all regulations. The parties acknowledge their joint obligation to establish and maintain compensation practices that provide for pay equity for all Library employees.

4.6 The CEO and Library Board will work with the Municipality of Powassan's Municipal Clerk, or designate, to align Library Job Descriptions and Grades to the Municipality of Powassan's Pay Equity Program.

4.7 The Library Board has the option of hiring an outside consultant to help facilitate the Pay Equity Program and the Municipalities will share the expense as set out in Section 2.1 of this Agreement. This will be for initial launch of the Pay Equity Program only; any additional costs to maintain the Program will be borne by the Library.

5. Withdrawal from the Powassan and District Union Public Library

5.1 Any Party may withdraw from this agreement upon written notice to the Powassan and District Union Public Library Board and all other Parties no later than the last business day of March in the final year of a Council term, thereby providing sufficient notice for negotiations and preparation for the subsequent term.

5.2 This notice period is intended to allow for confirmation of financial information prior to budget finalization, recognizing that provincial grant announcements, audited prior-year results, and final municipal levy decisions are not typically available in December.

5.3 Any withdrawing Party shall be required to pay its share for the balance of the current year and any deficit that may exist at the end of the term of the withdrawing Party.

6. Notice

5.1 Notice shall be provided to the addresses maintained in the Official Contact List (Schedule B)."

7. Severability

7.1 If any provision of this Agreement shall be held or made invalid by a court decision, statute or rule, or shall be otherwise rendered invalid, the remainder of this Agreement shall not be affected thereby.

8. Entire Agreement

8.1 In the event of a conflict between any provisions of this Agreement and any provisions of the Public Libraries Act, R.S.O. (1990), c. P44, the Sections of the Act shall prevail.

8.2 This Agreement constitutes the entire Agreement between the Parties.

9. Indemnification

9.1 The Parties shall indemnify and save harmless the others from and against all claims, losses, damages, judgments, liabilities, costs, expenses, actions, and other proceedings made, sustained, brought, prosecuted, or threatened to be brought or prosecuted, that are based on, occasioned by or attributed to any bodily injury to or death of a person or damage to or loss of property caused by any negligent act or omission on the part of the indemnifying party, its officers, employees, students, agents, or volunteers arising out of this agreement.

10. Insurance

10.1 The Library Board shall, at their expense, obtain and keep in force during the term of the Agreement Commercial Liability Insurance satisfactory to all Parties, and underwritten by an insurer licensed to practice in the Province of Ontario.

The Library Board shall, at their expense, obtain and maintain for the term of the Agreement, complying with the requirements of all the necessary and appropriate insurance that a prudent person carrying out obligations similar to the obligations required of the Library Board under this Agreement would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than two million dollars (\$2,000,000) per occurrence.

10.2 A Certificate of Insurance shall be provided to all parties at the start of each year for the term of the Agreement.

The Library Board shall provide each member municipality with valid certificates of insurance annually that confirms the insurance coverage listed in 9.1 above.

11. Term and Renewal

11.1 This Agreement shall remain in force for a term of four (4) years from the date of execution.

11.2 The Parties shall jointly review this Agreement at least twelve (12) months prior to its expiry to determine whether the Agreement should be renewed, amended, or replaced.

11.3 This Agreement may be renewed by resolution of all participating Councils, with or without amendment.

12. Prior Agreements

12.1 This agreement shall replace all prior agreements.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their respective corporate seals, attested by the hands of their proper signing officers duly authorized in that behalf.

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

Mayor

Clerk

THE CORPORATION OF THE TOWNSHIP OF CHISHOLM

Mayor

Clerk

THE CORPORATION OF THE TOWNSHIP OF NIPISSING

Mayor

Clerk

SCHEDULE "A"

LIBRARY SERVICE METRICS & DEFINITIONS

1. Registered User Definition For the purposes of this Agreement, a "registered user" means an individual library card that has been activated at least once during the applicable twelve (12) month period.

2. Exclusions The Parties acknowledge that registered user data does not capture the following library activities, which shall be tracked separately as "Service Demand Indicators":

- Attendance at programs (registered and unregistered);
- In-library use statistics (e.g., computer use, study space);
- Outreach services and community engagement;
- Digital circulation or other activities not requiring card registration.

3. Data Categories The CEO will provide reporting on the following indicators to assist with future planning:

- Registered users by municipality;
- Circulation data;
- Any other reasonable indicators of service demand as determined by the Board.

SCHEDULE “B”

CONTACT LIST

Powassan and District Union Public Library

324 Clark Street

Powassan, ON P0H 1Z0

powlib@gmail.com

Municipality of Powassan

250 Clark Street

Powassan, ON P0H 1Z0

clerk@powassan.net

Township of Nipissing

45 Beatty Street

Nipissing, ON P0H 1W0

admin@nipissingtownship.com

Township of Chisholm

2847 Chiswick Line

Powassan, ON P0H 1Z0

info@chisholm.ca

**Ministry of
Rural Affairs**

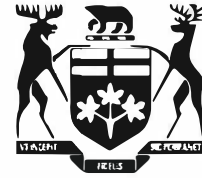
Office of the Minister

777 Bay Street, 28th Floor
Toronto ON M7A 2J3
Tel.: 647 329-1485

**Ministère des
Affaires rurales**

Bureau du ministre

777, rue Bay, 28^e étage
Toronto (Ontario) M7A 2J3
Tél. : 647 329-1485



Ontario

April 20, 2026

Your Worship
Mayor Peter Mclsaac
Municipality of Powassan
pmcisaac@powassan.net


Dear Mayor Mclsaac,

Thank you for meeting with my Parliamentary Assistant Bob Bailey at this year's Ontario Good Roads Conference.

PA Bailey was excited to share your updates on the Trout Creek Community Centre. I believe rural community centres are one of the best places to build friendships, meet neighbours and make those connections that unite our rural areas. I look forward to future updates as things progress.

As you may be aware, the Ontario government recently announced it is investing an additional \$300 million in the Community Sport and Recreation Infrastructure Fund (CSRIF) to build and upgrade sport and recreation facilities across the province. More information about eligibility and application guidelines will be released later this year.

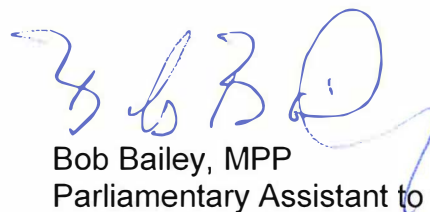
If you have specific questions about the program, including those related to eligibility of your project, we encourage you to contact the Ministry of Sport's local Regional Development Advisor for your area, Jacqueline Belanger, by email at Jacqueline.Belanger@ontario.ca or by phone at (705) 507-9471.

Thank you once again for taking the time to meet with PA Bailey. We both look forward to our continued work together to strengthen rural communities and protect Ontario.

Sincerely,



Lisa M. Thompson
Minister of Rural Affairs



Bob Bailey, MPP
Parliamentary Assistant to the Minister



Monday, April 20, 2026

Dear Municipality of Powassan Council,

We would like to extend our sincere appreciation to the Municipality of Powassan for proclaiming June as Pride Month last year and for sharing that proclamation across the township's social media channels. Your support sends a clear and visible message of inclusion, acceptance, and belonging, and is deeply meaningful to members of the LGBTQ+ community and their allies.

Last year, seven municipalities in Almaguin recognized Pride Month through a flag raising or proclamation—an important demonstration of leadership and commitment to inclusive communities. We appreciate municipalities, like yours, set an example of inclusion and representation.

Pride Month celebrates the progress made since the first Pride demonstrations of the late 1960s, while recognizing that the work toward equity and understanding continues. The Pride Flag remains a powerful symbol of diversity, resilience, and respect.

We respectfully request that Council once again proclaim June 2026 as Pride Month and share this recognition through the township's social media channels in celebration of the LGBTQ+ community.

Almaguin Pride is committed to fostering representation, acceptance, and connection among LGBTQ+ individuals and allies throughout the region. Public recognition such as this reinforces a welcoming environment for residents and visitors alike, while encouraging dialogue, strengthening community ties, and supporting those who may otherwise feel unseen.

Thank you for your continued leadership in fostering an inclusive and welcoming community.

Best regards,

Karen Hoffman
Volunteer
Almaguin Pride

May 2026

June 2026

Su	Mo	Tu	We	Th	Fr	Sa
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2026

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 26	27	28	29	30	May 1	2
3	4	5 Council	6	7	8	9
10	11	12	13	14 DSSAB	15	16
17	18 Victoria Day Office Closed	19 Council	20	21	22	23
24	25 Library Board	26	27	28	29	30
31	Jun 1	2	3	4	5	6