

## **AGENDA**

**Regular Council Meeting**  
**Tuesday, June 2, 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 May 19, 2026

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

8.1 Powassan Maple Syrup Festival Committee – Minutes of April 6, 2026

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

9.1 Powassan and District Union Public Library Board – 2025 Audited Financial Statements

**10. STAFF REPORTS**

10.1 Manager of Operations, T. Keefe – Tender Result 2026-03 Winter Sand

10.2 Clerk, A. Quinn – Council Meeting Schedule for July and August 2026

10.3 Protective Services Official, M. Peddle – Noise Bylaw Update

**11. BYLAWS**

11.1 Bylaw 2026-18 – To Appoint a Compliance Audit Committee for the 2026 Municipal Election

11.2 Bylaw 2026-19 – To Provide for Advance Votes for the 2026 Municipal Election

11.3 Bylaw 2026-20 – To Licence Trailers in the Municipality of Powassan

11.4 Bylaw 2026-21 – To Provide for Reduced Voting Hours on Voting Day in Institutions and Retirement Homes

**12. UNFINISHED BUSINESS**

**13. NEW BUSINESS**

13.1 Councillor Patey – Review and Update to Recreation Bylaw

13.2 Planscape Planning Report – Consent Application B9/B10/B11/B12Powassan/2026

**14. CORRESPONDENCE**

14.1 Ontario Provincial Conservation Authority Agency – Member Appointment to Transition Committees

14.2 Ministry of Northern Economic Development and Growth – Northern Ontario Resource Development Support Fund (NORDS)

14.3 Letter of Support for reconsideration of the closure of Cecil Facer Youth Centre

**15. ADDENDUM**

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

**17. CLOSED SESSION**

**18. MOTION TO ADJOURN**

**Regular Council Meeting**  
**Tuesday, May 19, 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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- 2026-244** Moved by: D. Britton Seconded by: L. Patey  
That the agenda of the Regular Council Meeting of May 19, 2026, be approved, with the following addendum:
- 15.1 Municipal Insurance Renewal **Carried**
- 2026-245** Moved by: L. Patey Seconded by: D. Britton  
That the minutes of the Regular Meeting of Council of May 5, 2026, be adopted. **Carried**
- 2026-246** Moved by: L. Patey Seconded by: M. Wand  
That the minutes from the Golden Sunshine Municipal Non-Profit Housing corporation committee meeting of March 17, 2026, be received. **Carried**
- 2026-247** Moved by: M. Wand Seconded by: D. Britton  
That the memo from Manager of Operations, T. Keefe, regarding the Public Works Monthly Report for May 2026, be received. **Carried**
- 2026-248** Moved by: L. Patey Seconded by: D. Britton  
That the Draft Bylaw to Licence Trailers, be received; and,
- FURTHER that staff be directed to bring the Bylaw back to the next Regular Meeting of Council for adoption. **Carried**

**2026-249**

Moved by: L. Patey                      Seconded by: D. Britton  
That Bylaw 2026-12, being a Bylaw to set tax ratios for municipal purposes for the year 2026,

Be **READ a FIRST and SECOND** time on the 5<sup>th</sup> day of May 2026 and considered  
**READ a THIRD and FINAL** time ad adopted as such in open Council the 19<sup>th</sup> day of May,  
2026. **Carried**

**2026-250**

Moved by: M. Wand                      Seconded by: D. Britton  
That Bylaw 2026-13, being a Bylaw to adopt the 2026 Municipal Budget,

Be **READ a FIRST and SECOND** time on the 5<sup>th</sup> day of May 2026 and considered  
**READ a THIRD and FINAL** time ad adopted as such in open Council the 19<sup>th</sup> day of May  
2026. **Carried**

**2026-251**

Moved by: D. Britton                      Seconded by: L. Patey  
That Bylaw 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,

Be **READ a FIRST and SECOND** time on the 5<sup>th</sup> day of May 2026 and considered  
**READ a THIRD and FINAL** time ad adopted as such in open Council the 19<sup>th</sup> day of May  
2026. **Carried**

**2026-252**

Moved by: M. Wand                      Seconded by: L. Patey  
That Bylaw 2026-15, being a Bylaw to adopt the Water and Wastewater Budgets for 2026,

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

Recorded Vote requested by Councillor Patey:

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

**Carried**

**2026-253**

Moved by: D. Britton                      Seconded by: M. Wand  
That Bylaw 2026-16, being a Bylaw to adopt the water and wastewater Rate and Fee  
Schedule for 2026,

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

Recorded Vote requested by Councillor Patey:

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

**Carried**

2026-254

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

That Bylaw 2026-17, being a Bylaw to amend Bylaw 2025-14 to Regulate and Govern Animals including Exotic Animals within the Municipality;

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

2026-255

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

That Bylaw 2026-18, being a Bylaw to Appoint a Compliance Audit Committee for the 2026 Municipal Election;

Be **READ** a **FIRST** and **SECOND** time on the 19<sup>th</sup> day of May 2026 and considered **READ** a **THIRD** and **FINAL** time ad adopted as such in open Council the 2<sup>nd</sup> day of June 2026. **Carried**

2026-256

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

That Bylaw 2026-19, being a Bylaw to Provide for Advance Votes for the 2026 Municipal Election;

Be **READ** a **FIRST** and **SECOND** time on the 19<sup>th</sup> day of May 2026 and considered **READ** a **THIRD** and **FINAL** time ad adopted as such in open Council the 2<sup>nd</sup> day of June 2026. **Carried**

2026-257

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

That the Ontario Clean Water Agency’s Powassan Water and Wastewater Systems Quarterly Operations Report dated January 1 – March 31, 2026, be received.

Recorded Vote requested by Councillor Wand:

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

**Carried**

2026-258

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

THAT the Report dated May 14, 2026, from PlanScape to Powassan Council recommending approval subject to standard conditions, be received; and,

THAT Council for the Municipality of Powassan supports the requested Consents and asks that the following conditions be applied by the North Almaguin Planning Board (NAPBoard) in rendering its approval of Consent Applications B17 and B18/POWASSAN/2026:

- a) That driveway entrance permits for the new lots fronting on Genesee Creek Road be obtained from the Municipality of Powassan,
  - b) Confirmation from the local school boards that school bus service is available at the subject locations.
  - c) That the severed lots be rezoned to appropriately recognize the existing wetland features and the associated 30 m required setback.
- Carried**

2026-259

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

THAT the Report dated May 14, 2026, from PlanScape to Powassan Council recommending approval subject to standard conditions, be received; and,

THAT the Council for the Municipality of Powassan supports the requested Consents and asks that the following conditions be applied by the North Almaguin Planning Board (NAPBoard) in rendering its approval of Consent Applications B7/POWASSAN/2026:

- a) That a driveway entrance permit for the new lot fronting on Boundary Road be obtained from the Municipality of Powassan,
  - b) Confirmation from the local school boards that school bus service is available at the subject locations.
- Carried**

2026-260

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

**WHEREAS** the month of June is recognized as Pride Month, to commemorate the Stonewall Riots which occurred at the end of June 1969 in New York; therefore,

**BE IT RESOLVED THAT** the Corporation of the Municipality of Powassan does hereby proclaim June 2026 as Pride Month and encourages residents to commit to continuing awareness, inclusion, and acceptance for all members of our community regardless of gender identity, race, age, and beliefs.

**Carried**

2026-261

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

**WHEREAS**, in 2009, June was declared National Indigenous History month by the passing of a unanimous motion of the House of Commons; and,

**WHEREAS**, in cooperation with Indigenous Peoples' national organizations, the Government of Canada designated June 21 as National Indigenous Peoples Day; therefore,

**BE IT RESOLVED THAT** the Corporation of the Municipality of Powassan does hereby proclaim June 2026 as "National Indigenous History Month" and June 21, 2026, as "National Indigenous Peoples Day" in the Municipality of Powassan and urge all residents to take this opportunity to learn more about the history of the Indigenous peoples in Canada, and to celebrate and recognize the contributions of the Indigenous peoples to our communities and Country.

**Carried**

2026-262

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

That the correspondence dated May 1, 2026, from the Ministry of the Environment, Conservation and Parks, regarding the Minister's direction under section 1.14 of the Conservation Authorities Act, be received.

**Carried**

2026-263

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

That the Insurance Renewal Package be received; and,

FURTHER that the Municipality of Powassan Council approves the renewal quote in the amount of \$221,067 plus applicable taxes, from MIS Insurance Services for the 2026-2027 policy period, and agrees to the three-year agreement option for Primary Liability.

**Carried**



**POWASSAN MAPLE SYRUP FESTIVAL COMMITTEE MEETING  
MINUTES  
APRIL 6, 2026**

**Call to order:**

Meeting called to order at 6:21 pm. with the following members in attendance:

Leo Patey / Monika Gibbings / Joanne Long / Diane Cole / Ian Van Blyderveen / David and Audrey Matthews

Municipal staff in attendance: Kim Bester

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

**1. Maple Producers –**

Syrup production is at about 50% of normal this year. We need more cool nights and warm days.

**2. New Business –**

**a) Budget / Vendor Update –**

Our budget currently shows a net profit of approximately 4700.00. There will be additional vendor monies added in the coming weeks, along with potentially more sponsorship monies.

The Voodoo hockey team are finished their season so we will be using both the Sportsplex and the Curling club for indoor vendors.

**b) Sheep Shearer Update -**

We are still needing to find approximately 10 sheep to provide for this demonstration.

**c) Stage Location -**

We are still trying to figure out the logistics for moving the stage to the south end of Main St. (just north of the grocery store). There is some access to power close by and potentially another access a bit further away. We also need to figure out washroom and equipment storage options. Leo to work on this. If we cannot move the stage here we will leave in front of the laundromat and potentially have entertainers turn their sound systems down.

d) **Angela/Christine –** We will provide both Angela and Christine with cards recognizing our appreciation for their efforts on the committee.

**e) Moose Mascot / School Visits**

Leo and Maple visited the three local schools and dropped off coloring page/info sheets plus maple candies. They also visited local businesses to promote the festival. Coloring pages/info sheets have also been dropped off at the library for distribution.

## **Other discussions:**

Ian will supervise the fire pit beside his vendor space. Powassan Firewood has agreed to donate wood for this. We may also allocate a volunteer to assist at this location.

We will have people access the Curling club indoor vendors through the Sportsplex and will borrow the mats from 250 Clark to put down on top of the Curling club's rug.

We should consider purchasing a tent next year (10x30) and potentially partner with the Municipality on this. This tent could be used for municipal events and possibly be rented out. Members asked whether or not a local business might want to sponsor the tent's purchase – and have their logo, along with the maple syrup festival and municipality ones, put on it.

Main Street businesses that will be open will have a 6' space in front of them left open for access. Leo will be measuring the street shortly and then the map for outdoor vendors can be put together.

Pioneer Canadian Inc. has agreed to let us use their parking lot for outdoor vendor parking. They will be added to our insurance policy for this day.

Kim to produce half page leaflets this week – for distribution at Main St. businesses who are ok with us dropping them off.

So far we haven't gotten confirmation from the Indigenous group as to whether or not they would do a drumming or other ceremony at the Opening Ceremonies.

Diane has managed to recruit several volunteers; she would like to host an Orientation session, with Leo in attendance, and then determine which locations and when volunteers will be needed. Volunteers will be provided with a high vis vest / lanyard and a pancake breakfast voucher.

We will advise the bus company that buses need to be going to and from the parking lot / Matthews all day. Kim to contact bus company to clarify expectations.

Buskers will be placed in front of the laundromat, sportsplex and in the food court. We currently have 3.

We will schedule a meeting with Leo, Trevor, Brad, Shaun and Kim to discuss PW responsibilities, etc.

Matthews has donated a basket and other producers have provided products which we will be taking to the Farmer's Market in North Bay on the Saturday before the event. We'll have a sign there advertising what's happening, along with half page information sheets / coloring pages. Attendees at the Farmer's Market will be able to win the basket if they provide their name / phone number and advise whether or not they plan to attend the festival.

We will be giving the pancake breakfast groups ballots to have people provide their information as well (demographic information is needed for funding applications).

Letters will be dropped off to property owners on Clark / Main and Edward St. who may be impacted by the festival and road closures.

**Next meeting – To be Determined (probably post festival - June 2026)**

Minutes approved by: \_\_\_\_\_  
Leo Patey

Recorded by : \_\_\_\_\_  
Kimberly Bester, Secretary

**Powassan and District Union Public Library**

**Independent Auditor's Report and  
Financial Statements**

**December 31, 2025**

## Management's Responsibility for the Financial Statements

The accompanying financial statements of the Powassan and District Union Public Library (the "Library") are the responsibility of the Library's management and have been prepared in accordance with Canadian Public Sector Accounting Standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, as described in Note 2 to the financial statements.

The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Library's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in accordance with Canadian Public Sector Accounting Standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management. The Library meets with management and the external auditor to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by Baker Tilly SNT LLP, independent external auditor appointed by the Library. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Library's financial statements.

A handwritten signature in black ink that reads "Marie Fossé". The signature is written in a cursive style with a horizontal line underneath the name.

Chief Executive Officer

April 20, 2026

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## **Independent Auditor's Report**

### **To the Chairperson and Members of Powassan and District Union Public Library**

#### **Qualified Opinion**

We have audited the financial statements of Powassan and District Union Public Library, which comprise the statement of financial position as at December 31, 2025, and the statements of operations and accumulated surplus, cash flows, and change in net financial assets for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the accompanying financial statements present fairly, in all material respects, the financial position of the Library as at December 31, 2025, and its results of operations and its cash flows for the year then ended, in accordance with Canadian Public Sector Accounting Standards.

#### **Basis for Qualified Opinion**

In common with many libraries, the Powassan and District Union Public Library derives part of its revenues from fundraising, donations, fines, fees and other revenues, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Powassan and District Union Public Library and we were not able to determine whether any adjustments might be necessary to revenues, annual surplus (deficit), net financial assets and accumulated surplus.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Library in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

ACCOUNTING • TAX • ADVISORY

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## **Independent Auditor's Report (continued)**

### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Library's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Library or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Library's financial reporting process.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

## **Independent Auditor's Report (continued)**

### **Auditor's Responsibilities for the Audit of the Financial Statements (continued)**

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Library's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Library to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

North Bay, Ontario  
April 20, 2026

*Baker Tilly SNT LLP*  
CHARTERED PROFESSIONAL ACCOUNTANTS,  
LICENSED PUBLIC ACCOUNTANTS

# **Powassan and District Union Public Library**

## **Financial Statements**

**December 31, 2025**

Statement of Financial Position	1
Statement of Operations and Accumulated Surplus	2
Statement of Cash Flows	3
Statement of Changes in Net Financial Assets	4
Notes to the Financial Statements	5-12

**Powassan and District Union Public Library**  
**Statement of Financial Position**  
**December 31, 2025**

	<u>2025</u>	<u>2024</u>
<b>Financial Assets</b>		
Cash	\$ 50,818	\$ 44,166
Term deposits (Note 3)	56,115	52,771
Accounts receivable	<u>16,428</u>	<u>18,056</u>
	<u>123,361</u>	<u>114,993</u>
<b>Liabilities</b>		
Accounts payable and accrued charges	10,422	7,484
Deferred revenues (Note 4)	<u>7,225</u>	<u>11,879</u>
	<u>17,647</u>	<u>19,363</u>
<b>Net Financial Assets</b>	<u>105,714</u>	<u>95,630</u>
<b>Non-Financial Assets</b>		
Tangible capital assets (Note 5)	387,747	396,581
Prepaid expenses	<u>2,893</u>	<u>2,893</u>
	<u>390,640</u>	<u>399,474</u>
<b>Accumulated Surplus (Note 6)</b>	<u>\$ 496,354</u>	<u>\$ 495,104</u>
<b>Commitments (Note 8)</b>		

Approved by:



CEO

  
 Vice Board Chair

The accompanying notes are an integral part of these financial statements.

**Powassan and District Union Public Library**  
**Statement of Operations and Accumulated Surplus**  
**For The Year Ended December 31, 2025**

	<u>2025</u>		<u>2024</u>
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
	(unaudited)		
<b>Revenues</b>			
Municipal contributions (Note 7)	\$ 211,825	\$ 211,795	\$ 182,987
Province of Ontario - operating grant	22,101	22,101	22,101
Province of Ontario - Trillium grant	-	12,963	34,437
Province of Ontario - seniors community grant	-	3,835	3,452
Summer Experience Program grant	4,928	9,095	4,634
Southern Ontario Library Service	2,760	2,040	2,760
Fundraising	-	4,921	619
Donations	15,000	22,626	24,866
Fines, fees and other	19,127	21,739	22,230
<b>Total Revenues</b>	<u>275,741</u>	<u>311,115</u>	<u>298,086</u>
<b>Expenses</b>			
Amortization	32,006	32,006	33,208
Books and electronic resources	4,648	4,924	4,947
Elevator service	5,000	4,233	5,083
Fundraising	-	1,484	240
Insurance	6,240	6,538	6,277
Interest and bank charges	270	600	493
Office supplies and general expenses	9,075	8,207	8,746
Professional fees	5,000	5,097	5,161
Programming	2,125	5,384	3,997
Salaries and benefits	216,144	219,623	193,090
Training and conferences	680	94	323
Utilities and maintenance	21,559	21,675	18,166
<b>Total Expenses</b>	<u>302,747</u>	<u>309,865</u>	<u>279,731</u>
<b>Annual Surplus (Deficit)</b>	<b>(27,006)</b>	<b>1,250</b>	<b>18,355</b>
<b>Accumulated Surplus, Beginning of Year</b>	<u>495,104</u>	<u>495,104</u>	<u>476,749</u>
<b>Accumulated Surplus, End of Year</b>	<u>\$ 468,098</u>	<u>\$ 496,354</u>	<u>\$ 495,104</u>

The accompanying notes are an integral part of these financial statements.

**Powassan and District Union Public Library**  
**Statement of Cash Flows**  
**For The Year Ended December 31, 2025**

	<u>2025</u>	<u>2024</u>
<b>Operations transactions</b>		
Annual surplus	\$ 1,250	\$ 18,355
<b>Cash provided by (applied to)</b>		
Amortization of tangible capital assets	32,006	33,208
Decrease (increase) in accounts receivable	1,628	(9,004)
Increase (decrease) in accounts payable and accrued charges	2,938	(11,869)
Increase (decrease) in deferred revenues	(4,654)	8,564
Increase in prepaid expenses	-	(498)
Cash provided by operating transactions	<u>33,168</u>	<u>38,756</u>
<b>Capital transactions</b>		
Acquisition of tangible capital assets	<u>(23,172)</u>	<u>(44,896)</u>
Cash applied to capital transactions	<u>(23,172)</u>	<u>(44,896)</u>
<b>Investing transactions</b>		
Increase in term deposits	<u>(3,344)</u>	<u>(2,436)</u>
Cash applied to investing transactions	<u>(3,344)</u>	<u>(2,436)</u>
<b>Increase (decrease) in cash</b>	<b>6,652</b>	<b>(8,576)</b>
<b>Cash, at the Beginning of Year</b>	<u>44,166</u>	<u>52,742</u>
<b>Cash, at the End of Year</b>	<u>\$ 50,818</u>	<u>\$ 44,166</u>

The accompanying notes are an integral part of these financial statements.

**Powassan and District Union Public Library**  
**Statement of Changes in Net Financial Assets**  
**For The Year Ended December 31, 2025**

	<u>2025</u>		<u>2024</u>
	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
	(unaudited)		
<b>Annual Surplus (Deficit)</b>	\$ (27,006)	\$ 1,250	\$ 18,355
Amortization of tangible capital assets	32,006	32,006	33,208
Acquisition of tangible capital assets	(3,800)	(23,172)	(44,896)
Increase in prepaid expenses	<u>-</u>	<u>-</u>	<u>(498)</u>
<b>Increase in Net Financial Assets</b>	1,200	10,084	6,169
<b>Net Financial Assets, Beginning of Year</b>	<u>95,630</u>	<u>95,630</u>	<u>89,461</u>
<b>Net Financial Assets, End of Year</b>	<u>\$ 96,830</u>	<u>\$ 105,714</u>	<u>\$ 95,630</u>

The accompanying notes are an integral part of these financial statements.

# **Powassan and District Union Public Library**

## **Notes to the Financial Statements**

**December 31, 2025**

### **1. Purpose of the Organization**

The Powassan and District Union Public Library (the "Library"), which is funded and supported by the Municipality of Powassan, the Township of Chisholm, the Township of Nipissing, and Restoule (the Municipalities) was established in 1980 pursuant to the Public Libraries Act of Ontario as a Municipal Public Library. The Library, on behalf of the residents and taxpayers of the Municipalities, oversees the management and operation of the library and further serves as a policy making body for the organization. The members of the Library are appointed by the Council of the Municipalities.

### **2. Significant Accounting Policies**

These financial statements have been prepared by management in accordance with Canadian Public Sector Accounting Standards for governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. The significant accounting policies are summarized as follows:

#### **Basis of Accounting**

The accrual basis of accounting recognizes revenues as they become available and measurable; expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

#### **Deferred Revenue**

Deferred revenues represent grants and contributions that have been collected for which the related services have yet to be performed. Revenue is recognized in the period when services are performed.

#### **Revenue Recognition**

The Library follows the deferral method of accounting.

Government transfers, such as municipal contributions and grants, are recognized in the financial statements in the period in which events giving rise to the transfer occurs, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made, except when and to the extent that stipulations associated with the transfer give rise to a liability. If a liability is created, the satisfaction of the transfer stipulations by the recipient government determines the timing of the recognition of the transfer as revenue.

Southern Ontario Library Service, donations, fines, fees and other revenues are recognized as revenue when received.

# Powassan and District Union Public Library

## Notes to the Financial Statements

December 31, 2025

### 2. Significant Accounting Policies (Continued)

#### Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the annual surplus (deficit), provides the change in net financial assets for the year.

#### (i) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset, and legally or contractually required retirement activities. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Buildings	25 to 50 years
Books	7 years
Shelving and storage	10 years
Equipment	5 years

Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

# Powassan and District Union Public Library

## Notes to the Financial Statements

December 31, 2025

### 2. Significant Accounting Policies (Continued)

#### Use of Estimates

The preparation of financial statements in conformity with the Public Sector Accounting Board of the Chartered Professional Accountants of Canada requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the year. These estimates are based on management's best knowledge of current events and actions that the Library may undertake in the future. Accounts subject to significant estimates include the useful life of tangible capital assets and the related amortization and accrued charges. Actual results could differ from these estimates. These estimates are reviewed periodically and, as adjustments become necessary, they are reported in the periods in which they become known.

#### Financial instruments

Financial instruments are classified at either fair value or amortized cost.

Financial instruments classified at amortized cost include cash, term deposits, accounts receivable, accounts payable and accrued charges. They are initially recorded at their fair value and subsequently carried at amortized cost using the effective interest rate method, less impairment. Transaction costs are added to the carrying value of the instrument.

### 3. Term Deposits

	<u>2025</u>	<u>2024</u>
Term deposits maturing between August 2026 and December 2027, bearing interest at rates from 2.15% to 3.00%	<u>56,115</u>	<u>\$ 52,771</u>

**Powassan and District Union Public Library**  
**Notes to the Financial Statements**  
**December 31, 2025**

**4. Deferred Revenues**

	<u>2025</u>	<u>2024</u>
Deferred revenues, set aside for specific purposes, are comprised of the following:		
Balance, beginning of year	\$ 11,879	\$ 3,315
Revenues received during the year	10,714	26,253
Revenues recognized during the year	<u>(15,368)</u>	<u>(17,689)</u>
Balance, end of year	<u>\$ 7,225</u>	<u>\$ 11,879</u>

The details of the continuity of these deferred revenues are as follows:

Connectivity Grant	\$ 2,040	\$ -
Life Labs	1,870	-
Municipal contributions - Restoule	3,315	3,315
Ontario Trillium Foundation	-	5,763
Provincial Seniors Community Grant	<u>-</u>	<u>2,801</u>
	<u>\$ 7,225</u>	<u>\$ 11,879</u>



# Powassan and District Union Public Library

## Notes to the Financial Statements

December 31, 2025

### 6. Accumulated Surplus

	<u>2025</u>	<u>2024</u>
<b>Surplus</b>		
Invested in tangible capital assets	\$ 387,747	\$ 396,581
General	<u>10,438</u>	<u>1,554</u>
Total surplus	<u>398,185</u>	<u>398,135</u>
<b>Reserves</b>		
Maintenance	6,000	4,800
Working funds	<u>92,169</u>	<u>92,169</u>
Total reserves	<u>98,169</u>	<u>96,969</u>
<b>Accumulated Surplus</b>	<u>\$ 496,354</u>	<u>\$ 495,104</u>

### 7. Municipal Contributions

	<u>2025</u>	<u>2024</u>
Municipality of Powassan	\$ 141,618	\$ 114,194
Township of Chisholm	23,568	28,548
Township of Nipissing	41,755	35,686
Restoule	<u>4,854</u>	<u>4,559</u>
	<u>\$ 211,795</u>	<u>\$ 182,987</u>

# **Powassan and District Union Public Library**

## **Notes to the Financial Statements**

**December 31, 2025**

### **8. Commitments**

The Powassan and District Union Public Library has entered into an agreement for the maintenance of its elevator. The agreement commenced on October 1, 2023 and is valid for five years, subject to renewal thereafter. The annual fee is \$3,740 plus applicable taxes and is subject to an annual adjustment in direct proportion to the increase or decrease in the hourly labour rate.

### **9. Financial Instruments**

Risks arising from financial instruments and risk management

The Library is exposed to a variety of financial risks including credit risk, liquidity risk and market risk.

There have been no changes from the previous year in the exposure to risk or policies, procedures and methods used to measure the risk.

Credit risk

Credit risk is the risk of losses resulting from a counterparty's failure to honour its contractual obligations. The Library is exposed to credit risk to the extent that accounts receivable are not collected in a timely manner. The Library's financial assets consisting of cash, term deposits, and accounts receivable are subject to credit risk. The carrying amounts of financial assets on the statement of financial position represent the maximum credit risk of the Library at the date of the statement of financial position. The Library does not believe it is subject to significant credit risk.

Liquidity risk

Liquidity risk is the risk that the Library will not be able to meet its financial obligations as they become due. The Library's financial liabilities include accounts payable and accrued charges. The Library maintains sufficient resources to meet its obligations. The Library does not believe it is subject to significant liquidity risk.

Market risk

Market risk is the risk of changes in the fair value of financial instruments resulting from fluctuations in the market. The Library is exposed to currency risk, interest risk and price risk to the extent that the fair value of a financial instrument will fluctuate as a result of market factors. The Library's financial instruments consisting of cash, term deposits, accounts receivable, accounts payable and accrued charges are subject to market risk. The Library does not believe it is subject to significant market risk.

# **Powassan and District Union Public Library**

## **Notes to the Financial Statements**

**December 31, 2025**

### **10. Budget Figures**

Budget figures have been provided for comparison purposes and have been derived from the budget approved by the Library. The budget approved by the Library is developed on a model used to manage program spending within the guidelines of the model. Given differences between the model and generally accepted accounting principles established by the Canadian Public Sector Accounting Board, the budget figures presented have been adjusted to conform with this basis of accounting that is used to prepare the financial statements. The budget figures are unaudited.

### **11. Comparative Figures**

The presentation of certain accounts of the previous year has been changed to conform with the presentation adopted for the current year.



## Winter Sand Supply

To: Council  
From: TKeefe – Manager of Operations  
Re: Award of Tender 2026-03 – Winter Sand Supply, Haul, Mixing and Stockpiling  
Date: June 2<sup>nd</sup>, 2026

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### **Recommendation**

That Council of the Municipality of Powassan award Tender 2026-03 for the supply, haul, mixing and stockpiling of approximately 4,000 tonnes of screened winter sand to Miller Paving Limited in the amount of \$110,740 including HST, subject to the bidder meeting all tender and insurance requirements.

### **Background**

The Municipality issued Tender 2026-03 for the supply, haul, mixing and stockpiling of approximately 4,000 tonnes of screened winter sand for the 2026/2027 winter season. Tender submissions closed on May 28, 2026 at 2:00 p.m., with the public opening held at 2:35 p.m. at the Municipal Office.

The tender requested pricing for the supply, hauling, mixing (with salt supplied by the Municipality), and stockpiling of screened winter sand within the municipal sand dome located at 750 Main Street.

### **Analysis**

A total of 1 tender submissions were received by the closing deadline.

The submissions were reviewed for compliance with the tender requirements, including insurance documentation, WSIB coverage, aggregate licensing, material quality submissions, and contractor qualifications.

### **Financial Impact**

Funding for winter sand supply is included within the approved 2026 Roads Winter Control operating budget.



## MEMO TO COUNCIL

To: Council  
From: Clerk, Allison Quinn  
Date: June 2, 2026  
Re: Council Meeting Schedule, July and August

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### **RECOMMENDATION:**

That, as per Procedural Bylaw 2023-18, the Council of the Municipality of Powassan will hold their Regular Meeting of Council on Tuesday, July 14 and Tuesday, August 11. Additional Meetings of Council will be called by the Mayor, should it be deemed necessary.

### **ANALYSIS:**

As per Section 5.2 of Procedural Bylaw 2023-18 Council will hold only one meeting for each of July and August. The above dates are proposed by the Clerk to accommodate staff, statutory holidays, and the municipal election nomination period (Nomination Day August 21, 2026).

## MEMO

To: Council  
From: Matt Peddle, Protective Services Official  
Re: Noise By-Law Update

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### **RECOMMENDATION:**

That this memo regarding the enacting of an updated bylaw for the regulation of noise be received;

And further that a bylaw be passed to regulate noise substantially in accordance with the draft attached to this memo, to be effective at a future date to be approved by Council, and subject to Council amendment from time to time.

### **ANALYSIS:**

The current noise bylaw is now 25 years old and is no longer consistent with current noise regulations in other locations. The current noise bylaw does not specify a time range where noise is permissible, making the application of the regulation vague and unclear. The attached draft clearly lays out what types of noises are prohibited during a specified time range and includes a provision to ensure that individuals do not make excessive noise to the point of disrupting normal living conditions during permissible hours.

The noise complaints most frequently received involve some sort of excessive noise during a “permissible hour” which is currently unaccounted for by our noise bylaw.

# THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

## BYLAW NO. 2026-\_\_

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Being a Bylaw to Control Noise Within the Municipality Of Powassan

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**WHEREAS** the *Municipal Act*, S.O. 2001 as amended, Section 129 authorizes a municipality to prohibit, regulate and otherwise control noise.

**AND WHEREAS** Section 425(1) of the *Municipal Act*, 2001, S.O. c.25 as amended, states that a municipality may pass Bylaws providing that a person who contravenes a bylaw of the municipality passed under this Act is guilty of an offence, 2006, c. 32, Sched. A, s. 184.

**AND WHEREAS** Section 444 of the *Municipal Act*, 2001, S.O. c.25 as amended, provides that the municipality may make an order requiring the person who contravened the bylaw or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity, and any person who contravenes such an order is guilty of an offence;

**AND WHEREAS** People have a right to and should be ensured an environment free from unusual, unnecessary or excessive noise which may degrade the quality and tranquility of their life or cause nuisance;

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

### **SECTION 1 – SHORT TITLE**

1.1 This Bylaw shall be cited as the ‘Noise Control’ Bylaw.

### **SECTION 2 – DEFINITIONS**

2.1 "Appliance" means a household device whether fixed or portable;

2.2 "Applicant" means a person or persons seeking an exemption of either a temporary or permanent nature from the provisions and requirements of this Bylaw;

2.3 "Construction" includes erection, alteration, repair, dismantling, demolition, structural maintenance, painting, moving, land clearing, earth moving, grading, excavating, the laying of pipe and conduit whether above or below ground level, street and highway building, concreting, equipment installation and alteration and the structural installation of construction components and materials in any form or for any purpose and includes any work in connection therewith;

2.4 "Construction Equipment" means any equipment or device designed and intended for use in construction or material handling, including but not limited to, air compressors, pile drivers, pneumatic or hydraulic tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loaders, scrapers, pavers, generators, off-highway haulers or trucks, ditchers, compactors and rollers, pumps, concrete mixers, graders, or other material handling equipment;

- 2.5 "Conveyance" includes a vehicle and any other device employed to transport a person or persons or goods from place to place but does not include any such device or vehicle if operated only within a building;
- 2.6 "Council" means the Council of The Corporation of the Municipality of Powassan;
- 2.7 "Domestic Pet" means any member of the species canis familiaris kept as a pet;
- 2.8 "Excessive Noise" means noise under human control and of such a nature as to interfere with the peace, comfort and convenience of any person. The person making the complaint must not be in or at the same place where the noise is being emitted;
- 2.9 "Emergency Vehicles and Equipment" means any emergency services vehicle including fire trucks, ambulances, police vehicles, utility emergency vehicles, loud speakers or emergency siren and any other method of acquiring the public's attention during an emergency situation or mock disaster practice scenario owned by or operation on behalf of The Municipality of Powassan, the Province of Ontario, the Government of Canada or such agencies including but not limited to Canadian National Railway, or Hydro One;
- 2.10 "Generator" means a device which consumes fuel (i.e. propane, diesel, natural gas) to produce electrical power;
- 2.11 "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;
- 2.12 "Motorized Conveyance" means a conveyance propelled or driven otherwise than by muscular, gravitational or wind power;
- 2.13 "Noise" means unwanted sound and vibrations;
- 2.14 "Owner" means the registered owner of the land from which noise originates and also includes a trustee acting on behalf of the registered owner, the estate of a registered owner and a person with a leasehold interest in the land;
- 2.15 "Point of Reception" means any place on a property where sound or vibration is heard, the source of which does not originate from same property;
- 2.16 "Public Park" means any open space or recreational area, owned or controlled by The Corporation of the Municipality of Powassan, commission or other authority established under any statute of the Province of Ontario;
- 2.17 "Service Vehicle" means a vehicle operated by or on behalf of The Municipality of Powassan or private contractor, while such vehicle is being used in the clearing and removal of snow, sanding or salting;

### **SECTION 3 – PROHIBITIONS**

- 3.1 No person or owner shall emit, cause or permit the emission of noise, which is clearly audible to a person at a point of reception, resulting from an act listed in Schedule "A" – Prohibitions, within the prohibited time shown for such an act.

- 3.2 No person or owner shall emit, cause or permit the emission of excessive noise, which disrupts the normal living or working environment of a person at a point of reception, resulting from an act listed in Schedule "A" - Prohibitions, regardless of the prohibited time as listed.

#### **SECTION 4 – GENERAL EXEMPTIONS**

- 4.1 Notwithstanding any other provision of this Bylaw, it shall be lawful to emit or cause or permit the emission of sound or vibration in connection with emergency measures undertaken:
- a) For the immediate health, safety or welfare of the inhabitants or any of them: or
  - b) For the preservation or restoration of property; unless such sound or vibration is clearly of a longer duration, or nature that is more disturbing than is reasonably necessary to accomplish such emergency purpose.
- 4.2 The operation of service vehicles.
- 4.3 Audible pedestrian signals.
- 4.4 Section 3.2 of this Bylaw shall be deemed not to apply to the following:
- a) Reasonably necessary sound or vibration related to industrial or commercial operations.

#### **SECTION 5 – GRANT OF EXEMPTION BY COUNCIL**

- 5.1 Notwithstanding anything contained in this Bylaw, any person may make application to Council to be granted an exemption from any of the provisions of this Bylaw with respect to any source of sound or vibration for which he/she might be prosecuted. Council, by resolution, may refuse to grant any exemption or may grant the exemption applied for or any exemption of lesser effect. Any exemption granted shall specify the time period, not in excess of six (6) months during which it is effective and may contain such terms and conditions as Council sees fit.
- 5.2 In deciding whether to grant the exemption, Council shall give the applicant and any person opposed to the application an opportunity to be heard and may consider such other matters as it sees fit.
- 5.3 Breach by the applicant of any of the terms or conditions of the exemption shall render the exemption null and void.

#### **SECTION 6 – SEVERABILITY**

- 6.1 If any section or sections of this Bylaw or parts thereof are found by a court of law to be illegal or beyond the power of Council to enact, such section or sections or parts thereof shall be deemed to be severable and all other sections or parts of this Bylaw shall be deemed to be separate and independent there from and to be enacted as such.

#### **SECTION 7 – CONFLICT**

- 7.1 If a provision of this Bylaw conflicts with an Act or regulation or another Bylaw the provision that is the most restrictive shall prevail.

**SECTION 8 – PENALTY**

8.1 Every person who contravenes any provision of this by-law is guilty of an offence and upon conviction, shall be liable to a fine of not more than five thousand (\$5,000.00) dollars, as provided for in the Provincial Offences Act, R.S.O. 1990, Chapter P. 33.

**SECTION 9 – ADMINISTRATIVE CORRECTIONS**

9.1 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 by-law and schedule(s) as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

**SECTION 10 – REPEAL**

10.1 Bylaw 2001-29 is hereby repealed.

**SECTION 11 – SCHEDULES**

11.1 The schedules to this Bylaw shall be deemed to form part of this By-law

**SECTION 12 – ENACTMENT**

12.1 This Bylaw shall take force and effect on the date it is passed.

**READ a FIRST and SECOND** time on    day of    2026 and **READ a THIRD and FINAL** time and passed as such in open Council on the    day of    2026.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**BYLAW 2026-\_\_**

**SCHEDULE "A"**

**Municipality of Powassan**

**Part I Provincial Offences Act**

**Bylaw 2026-\_\_ : 'Noise Control' Bylaw**

	<b>Prohibitions</b>	<b>Prohibited Period of Time</b>
<b>1</b>	The operation of any electronic devices intended for the production, reproduction or amplification of sound.	11:00 p.m. one day to 7:00 a.m. the next day
<b>2</b>	The operation of any auditory signaling device including but not limited to the ringing of bells or gongs and the blowing of horns or sirens or whistles.	11:00 p.m. one day to 7:00 a.m. the next day
<b>3</b>	The operation of any construction equipment or in connection with construction	9:00 p.m. one day to 7:00 a.m. the next day
<b>4</b>	The operation of a toy, model, or replica of a larger device, that has no function other than amusement.	11:00 p.m. one day to 7:00 a.m. the next day
<b>5</b>	The operation of any motorized conveyance other than on a highway or authorized snowmobile trail.	11:00 p.m. one day to 7:00 a.m. the next day
<b>6</b>	The operation of a motorized conveyance resulting in excessive noise.	11:00 p.m. one day to 7:00 a.m. the next day
<b>7</b>	Persistent barking, whining or other similar persistent noise making by a domestic pet.	11:00 p.m. one day to 7:00 a.m. the next day
<b>8</b>	The operation of any powered or nonpowered tool, equipment or appliance for domestic purposes other than snow removal.	11:00 p.m. one day to 7:00 a.m. the next day
<b>9</b>	The operation of solid waste bulk lift or refuse compacting equipment.	11:00 p.m. one day to 7:00 a.m. the next day
<b>10</b>	Yelling, shouting, hooting or hollering.	11:00 p.m. one day to 7:00 a.m. the next day
<b>11</b>	Loud playing of musical instruments.	11:00 p.m. one day to 7:00 a.m. the next day
<b>12</b>	The detonation of fireworks or explosive devices not used in construction.	11:00 p.m. one day to 7:00 a.m. the next day
<b>13</b>	The operation of a motorized conveyance in such a way as to rev the engine beyond what is required for normal operation and maintenance.	11:00 p.m. one day to 7:00 a.m. the next day
<b>14</b>	The operation of a generator to provide power to a residential dwelling other than during a power outage or other than during the construction phase prior to power being installed in the constructed building.	11:00 p.m. one day to 7:00 a.m. the next day

**BYLAW 2026-\_\_**

**SCHEDULE “B”**

**Municipality of Powassan**

**Part I Provincial Offences Act**

**Bylaw 2026-\_\_ : ‘Noise Control’ Bylaw**

<b>ITEM</b>	<b>COLUMN 1 Short form wording</b>	<b>COLUMN 2 Provision creating or defining offence</b>	<b>COLUMN 3 Set Fine</b>
1.	Permitting noise from electronic device during prohibited time	s. 3.1 schedule A (1)	\$300.00
2.	Permitting noise from auditory signaling device during prohibited time	s. 3.1 schedule A (2)	\$300.00
3.	Permitting noise from construction equipment during prohibited time	s. 3.1 schedule A (3)	\$300.00
4.	Permitting noise from a toy, model or replica during prohibited time	s. 3.1 schedule A (4)	\$300.00
5.	Permitting noise from a motorized conveyance during prohibited time	s. 3.1 schedule A (5)	\$300.00
6.	Permitting noise from a motorized conveyance resulting in excessive noise	s. 3.1 schedule A (6)	\$300.00
7.	Permitting persistent noise from a domestic pet during prohibited time	s. 3.1 schedule A (7)	\$300.00
8.	Permitting noise from any tool, equipment or appliance during prohibited time	s. 3.1 schedule A (8)	\$300.00
9.	Permitting noise from solid waste bulk lift or refuse compacting	s. 3.1 schedule A (9)	\$300.00
10.	Making or permitting noise by yelling, shouting, hooting or hollering during a prohibited time	s. 3.1 schedule A (10)	\$300.00
11.	Permitting noise from loud playing of musical instruments during prohibited time	s. 3.1 schedule A (11)	\$300.00
12.	Permitting noise by detonating fireworks or explosive devices during prohibited time	s. 3.1 schedule A (12)	\$300.00
13.	Permitting the operation of a motorized conveyance in such a way to rev the engine	s. 3.1 schedule A (13)	\$300.00
14.	Permitting noise from a domestic generator during prohibited time	s. 3.1 schedule A (14)	\$300.00

15.	Cause or permit excessive noise which disrupts normal living or working environments	s. 3.2	\$300.00
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**NOTE:** The penalty provision for the offence listed above is Section 61 of the Provincial Offences Act, R.S.O. 1990, c. P. 33.

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**

**BYLAW NO. 2026-18**

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Being a Bylaw to appoint a Compliance Audit Committee under the *Municipal Elections Act* for the Corporation of the Municipality of Powassan.

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**WHEREAS** Section 88.37(1) of the *Municipal Elections Act* provides that a Council or local board shall, before October 1 of an election year, establish a Compliance Audit Committee;

**NOW THEREFORE be it resolved that the Council of the Corporation of the Municipality of Powassan hereby enacts as follows:**

1. Amanda Wallace, Karin Ann Brent, Michel Champagne, and Joel Montagnes are hereby appointed as a Compliance Audit Committee (the “Committee” herein”) under the *Municipal Elections Act* with respect to the 2026 Municipal Election.
2. The Council does hereby delegate to the Committee its powers and functions under Sections 88.33 to 88.37 of the *Municipal Elections Act* (the “Act” herein) with respect to any applications which may be received under the Act and that Council shall pay all costs in relation to the operation and activities of the Committee.
3. In the event of the receipt of a request for a compliance audit under the Act, the Committee shall be convened by the Municipal Clerk or designate.
4. The Municipal Clerk or designate shall act as Secretary to the Committee and the Municipal Solicitor shall be available to the Committee for advice.
5. The Committee shall exercise the powers and duties delegated to it herein with respect to the 2026 Municipal Election.
6. That remuneration for the Compliance Audit Committee shall be as set out in Schedule “A” attached hereto and forming part of this Bylaw.
7. That the operation of the Compliance Audit Committee shall be subject to the Terms of Reference as set out in Schedule “B” attached hereto and forming part of this Bylaw.
8. That this Bylaw shall come into effect on the date of passing.

READ a FIRST and SECOND time on the 19<sup>th</sup> day of May 2026 and READ a THIRD and FINAL time and passed as such in open Council on the 2<sup>nd</sup> day of June 2026.

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**Mayor**

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**Clerk**

**SCHEDULE "A" TO BYLAW NO. 2026-18**

**REMUNERATION PAID TO MEMBERS OF THE  
MUNICIPALITY OF POWASSAN 2026  
ELECTION COMPLIANCE AUDIT COMMITTEE**

1. The members of the Municipality of Powassan 2026 Election Compliance Audit Committee for The Corporation of the Municipality of Powassan shall be paid compensation as follows:

\$60.00 per meeting.

JOINT 2026 ELECTION COMPLIANCE AUDIT COMMITTEE

TERMS OF REFERENCE

Township of Bonfield; Township of Chisholm; Municipality of Callander; Municipality of East Ferris; Municipality of Powassan and Township of Nipissing

Amended April 10, 2026



## Table of Contents

Name of Committee.....	3
Duration of Committee.....	3
Mandate.....	3
Membership.....	3
Membership Selection.....	4
Conflict of Interest.....	4
Selection of Chair.....	5
Staffing and Costs.....	5
Meetings.....	5
Auditor.....	6
Administrative Practices and Procedures.....	7
Municipal Elections Act, 1996, s. 88.33 to 88.37.....	Appendix A

The Municipal Elections Act, 1996 S.O. 1996, s. 88.37 states that municipalities in Ontario must appoint an Election Compliance Audit Committee for each municipal election.

*Name of the Committee*

Therefore, the Townships of Bonfield, Chisholm and Nipissing and the Municipalities of Callander, East Ferris and Powassan have formed a Joint Compliance Audit Committee.

*Duration of the Committee*

The term of office is from November 15, 2026 to November 14, 2030 to deal with applications from the 2026 election and any by-elections during Council's term.

*Mandate*

The powers and functions of the Committee are set out in Sections 88.33 to 88.37 of the *Municipal Elections Act, 1996* (Appendix "A"). The Committee will perform the functions relating to the compliance audit application process as outlined in the Act. These functions include:

- a. within 30 days receipt of a compliance audit application by an elector or a report submitted by the Clerk, consider the application and decide whether it should be granted or rejected;
- b. appoint a licensed auditor, if the application is granted;
- c. receive the auditor's report;
- d. within 30 days receipt of the auditor's report, consider the report;
- e. if the report concludes that the candidate or Registered Third Party appears to have contravened a provision of the Act relating to election campaign finances, commence legal proceedings against the candidate for the apparent contravention;
- f. if the report concludes that the candidate or Registered Third Party does not appear to have contravened a provision of the Act relating to election campaign finances and the Committee finds that there were no reasonable grounds for the application, Council may recover the auditor's costs from the applicant.

*Membership*

The Committee will be composed of four (4) voting members.

Membership will be drawn from the following groups:

- a. accounting and audit - accountants or auditors with experience in preparing or auditing the financial statements of municipal candidates;
- b. legal;
- c. professionals who in the course of their duties are required to adhere to codes or standards of their profession which may be enforced by disciplinary tribunals; and/or
- d. other individuals with knowledge of the campaign financing rules of the *Municipal Elections Act, 1996*.

Municipal employees or officers, members of Council, any candidates in the 2026 municipal election or in any by-election during the term of Council and persons who are Registered Third Parties in any member municipality are ineligible to be appointed as a member of the Committee pursuant to subsection 88.37(2) of the of the *Municipal Elections Act, 1996*.

Members will be required to take Accessible Customer Service training as a condition of appointment.

#### *Membership Selection*

The advertisement will be posted on the municipal websites of the member municipalities. Staff will also contact and solicit those individuals as set out under section 4 of the Terms of Reference. In addition, the positions will be posted on municipal social media platforms.

All applicants will be required to submit a letter outlining their qualifications and experience. Staff may interview applicants who meet the selection criteria and prepare a short list. Recommended candidates will be submitted to the Council of each member municipality for consideration.

The selection process will be based upon clearly understood and equitable criteria. Members will be selected on the basis of the following:

- a. demonstrated knowledge and understanding of municipal election campaign financing rules;
- b. proven analytical and decision-making skills;
- c. experience working on a committee, task force or similar setting;
- d. availability and willingness to attend meetings; and
- e. excellent oral and written communication skills.

Any members appointed must also agree in writing they will not be a candidate in the 2026 election or in any by-election during the term of Council for any member municipality. Failure to adhere to this requirement will result in the individual being removed from the Committee.

Members from a previous election Committee may be re-appointed for future Compliance Audit Committees without re-advertising the positions provided the members provide interest in serving in writing.

#### *Conflict of Interest*

The principles of the *Municipal Conflict of Interest Act*, apply to this Committee. Failure to adhere to this requirement will result in the individual being removed from the Committee.

To avoid a conflict, any person applying and appointed to the Committee must agree not to prepare or audit the election financial statements of any candidate for office for any of the member municipalities in the 2026 municipal election. Failure to adhere to this requirement will result in the individual being removed from the Committee

*Selection of the Chair*

The Committee will select a Chair from amongst its members at its first meeting when a compliance audit application is received.

The Chair is the liaison between the members and the Secretary of the Committee on matters of policy and process.

The Chair shall enforce the observance of order and decorum among the Committee members and the public at all meetings.

When the Chair is absent, the Committee may appoint another member as Acting Chair. While presiding, the Acting Chair shall have all the powers of the Chair.

*Staffing and Costs*

The Clerk from the applicable member municipality shall act as Secretary to the Committee.

The member municipality requiring the services of the Committee shall be responsible for all associated expenses.

Committee Member Remuneration - \$60.00 per diem per meeting.

*Meetings*

Meetings of the Committee will be conducted in accordance with the open meeting provisions of the *Municipal Act, 2001*.

a. Timing of Meetings

The first meeting will be called by the Clerk of the member municipality upon receipt of an application. The date and time of the meeting will be determined by the Clerk and communicated directly to the Committee members. Subsequent meetings will be held at the call of the Chair in consultation with the Clerk.

Committee activity shall be determined primarily by the number and complexity of applications for compliance audits that may be received. The frequency and duration of meetings will be determined by the Committee in consultation with the Clerk.

b. Meeting Location

The Committee shall meet at the location determined by the member municipality.

c. Notices, Agendas and Minutes

The agenda shall constitute notice. The Clerk of the member municipality requiring the services of the Committee shall cause notice of the meetings to be provided to members of the Committee and involved parties by electronic mail and regular mail a minimum of two (2) business days prior to the date of each meeting, not including weekends or holidays. The agenda shall be posted on the member municipality's website and shall serve as public notice.

Minutes of each meeting shall outline the general deliberations and specific actions and recommendations that result. Minutes of the meeting shall be

circulated to the Committee members and involved parties by electronic mail. Minutes shall be posted on the member municipality's website for public viewing.

*Agenda Format*

1. Call to Order
2. Disclosure of Pecuniary Interest and General Nature Thereof
3. Consideration of Compliance Audit Application or Auditor's Report
4. Adjournment

d. Quorum

Quorum for meetings shall consist of a majority of the members of the Committee.

If no quorum is present fifteen (15) minutes after the time appointed for a meeting, the Clerk shall record the names of the members present and the meeting shall stand adjourned until the date of the next meeting.

e. Meeting Attendance

Any member of the Committee, who misses three (3) consecutive meetings, without being excused by the Committee, may be removed from the Committee. The Committee must make recommendations, by a report to Council for the removal of any member.

f. Motions and Voting

A motion shall only need to be formally moved before the Chair can put the question or a motion can be recorded in the minutes.

A motion shall be reduced to writing and shall be signed by the Chair and Secretary. Every Member present shall be deemed to vote against the motion if they decline or abstain from voting, unless disqualified from voting by reason of a declared pecuniary interest.

In the case of a tie vote, the motion shall be considered to have been lost. The manner of determining the vote on a motion shall be by show of hands. The Chair shall announce the result of every vote.

*Auditor Appointment*

*Municipal Elections Act, 1996, s. 88.33 (10)* states that if the Committee decides under Subsection (7) to grant the application, it shall appoint an auditor to conduct a compliance audit of the Candidate's election campaign finances.

If an Auditor is required by the Committee, the Clerk of the municipality shall obtain information on Auditors licensed under the *Public Accounting Act, 2004*, for final selection by Committee members. The Clerk shall secure the services of the Auditor and the municipality shall be responsible for all fees associated with the services provided by the Auditor.

The Auditor shall submit a report to the Clerk with whom the Candidate filed his or her nomination, the Candidate and the Applicant. The Clerk will forward the report to Committee members by electronic mail and assist with scheduling a meeting of the Committee within 30 days, at the call of the Chair.

*Administrative Practices and Procedures*

The Terms of Reference constitute the Administrative Practices and Procedures of the Committee. Any responsibilities not clearly identified within these Terms of Reference shall be in accordance with Section 88 of the *Municipal Elections Act, 1996*.

The Clerk at any time has the right to develop additional administrative practices and procedures.

**Municipal Elections Act, 1996**

S.O. 1996, CHAPTER 32  
SCHEDULE

COMPLIANCE AUDITS AND REVIEWS OF CONTRIBUTIONS

**Compliance audit of candidates' campaign finances**

**Application by elector**

**88.33** (1) An elector who is entitled to vote in an election and believes on reasonable grounds that a candidate has contravened a provision of this Act relating to election campaign finances may apply for a compliance audit of the candidate's election campaign finances, even if the candidate has not filed a financial statement under section 88.25. 2016, c. 15, s. 63.

**Requirements**

(2) An application for a compliance audit shall be made to the clerk of the municipality or the secretary of the local board for which the candidate was nominated for office, and it shall be in writing and shall set out the reasons for the elector's belief. 2016, c. 15, s. 63.

**Deadline for applications**

(3) The application must be made within 90 days after the latest of the following dates:

1. The filing date under section 88.30.
2. The date the candidate filed a financial statement, if the statement was filed within 30 days after the applicable filing date under section 88.30.
3. The candidate's supplementary filing date, if any, under section 88.30.
4. The date on which the candidate's extension, if any, under subsection 88.23 (6) expires. 2016, c. 15, s. 63.

**Compliance audit committee**

(4) Within 10 days after receiving the application, the clerk of the municipality or the secretary of the local board, as the case may be, shall forward the application to the compliance audit committee. 2016, c. 15, s. 63.

**Notice of meetings**

(5) Reasonable notice of the meetings of the committee under this section shall be given to the candidate, the applicant and the public. 2017, c. 20, Sched. 10, s. 1.

**Open meetings**

(5.1) The meetings of the committee under this section shall be open to the public, but the committee may deliberate in private. 2017, c. 20, Sched. 10, s. 1.

**Same**

(6) Subsection (5.1) applies despite sections 207 and 208.1 of the *Education Act*. 2017, c. 20, Sched. 10, s. 1.

**Decision of committee**

(7) Within 30 days after the committee has received the application, the committee shall consider the application and decide whether it should be granted or rejected. 2016, c. 15, s. 63.

**Same**

(8) The decision of the committee to grant or reject the application, and brief written reasons for the decision, shall be given to the candidate, the clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant. 2016, c. 15, s. 63.

**Appeal**

(9) The decision of the committee under subsection (7) may be appealed to the Superior Court of Justice within 15 days after the decision is made, and the court may make any decision the committee could have made. 2016, c. 15, s. 63.

### **Appointment of auditor**

(10) If the committee decides under subsection (7) to grant the application, it shall appoint an auditor to conduct a compliance audit of the candidate's election campaign finances. 2016, c. 15, s. 63.

### **Same**

(11) Only auditors licensed under the *Public Accounting Act, 2004* or prescribed persons are eligible to be appointed under subsection (10). 2016, c. 15, s. 63.

### **Duty of auditor**

(12) The auditor shall promptly conduct an audit of the candidate's election campaign finances to determine whether he or she has complied with the provisions of this Act relating to election campaign finances and shall prepare a report outlining any apparent contravention by the candidate. 2016, c. 15, s. 63.

### **Who receives report**

(13) The auditor shall submit the report to the candidate, the clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant. 2016, c. 15, s. 63.

### **Report to be forwarded to committee**

(14) Within 10 days after receiving the report, the clerk of the municipality or the secretary of the local board shall forward the report to the compliance audit committee. 2016, c. 15, s. 63.

### **Powers of auditor**

(15) For the purpose of the audit, the auditor,

- (a) is entitled to have access, at all reasonable hours, to all relevant books, papers, documents or things of the candidate and of the municipality or local board; and
- (b) has the powers set out in section 33 of the *Public Inquiries Act, 2009* and section 33 applies to the audit. 2016, c. 15, s. 63.

### **Costs**

(16) The municipality or local board shall pay the auditor's costs of performing the audit. 2016, c. 15, s. 63.

### **Decision**

(17) The committee shall consider the report within 30 days after receiving it and, if the report concludes that the candidate appears to have contravened a provision of the Act relating to election campaign finances, the committee shall decide whether to commence a legal proceeding against the candidate for the apparent contravention. 2016, c. 15, s. 63.

### **Notice of decision, reasons**

(18) The decision of the committee under subsection (17), and brief written reasons for the decision, shall be given to the candidate, the clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant. 2016, c. 15, s. 63.

### **Immunity**

(19) No action or other proceeding for damages shall be instituted against an auditor appointed under subsection (10) for any act done in good faith in the execution or intended execution of the audit or for any alleged neglect or default in its execution in good faith. 2016, c. 15, s. 63.

### **Saving provision**

(20) This section does not prevent a person from laying a charge or taking any other legal action, at any time, with respect to an alleged contravention of a provision of this Act relating to election campaign finances. 2016, c. 15, s. 63.

### **Section Amendments with date in force (d/m/y)**

2016, c. 15, s. 63 - 09/06/2016

2017, c. 20, Sched. 10, s. 1 - 14/11/2017

**Note: On April 1, 2018, the Act is amended by adding the following section: (See: 2016, c. 15, s. 64)**

### **Review of contributions to candidates**

**88.34** (1) The clerk shall review the contributions reported on the financial statements submitted by a candidate under section 88.25 to determine whether any contributor appears to have exceeded any of the contribution limits under section 88.9. 2016, c. 15, s. 64.

**Report, contributions to candidates for council**

(2) As soon as possible following the day that is 30 days after the filing date or supplementary filing date, as the case may be, under section 88.30, the clerk shall prepare a report identifying each contributor to a candidate for office on a council who appears to have contravened any of the contribution limits under section 88.9 and,

- (a) if the contributor's total contributions to a candidate for office on a council appear to exceed the limit under section 88.9, the report shall set out the contributions made by that contributor to the candidate; and
- (b) if the contributor's total contributions to two or more candidates for office on the same council appear to exceed the limit under section 88.9, the report shall set out the contributions made by that contributor to all candidates for office on the same council. 2016, c. 15, s. 64.

**Same**

(3) The clerk shall prepare a separate report under subsection (2) in respect of each contributor who appears to have contravened any of the contribution limits under section 88.9. 2016, c. 15, s. 64.

**Same**

(4) The clerk shall forward each report prepared under subsection (2) to the compliance audit committee. 2016, c. 15, s. 64.

**Report, contributions to candidates for a local board**

(5) As soon as possible following the day that is 30 days after the filing date or supplementary filing date, as the case may be, under section 88.30, the clerk shall prepare a report identifying each contributor to a candidate for office on a local board who appears to have contravened any of the contribution limits under section 88.9 and,

- (a) if the contributor's total contributions to a candidate for office on a local board appear to exceed the limit under section 88.9, the report shall set out the contributions made by that contributor to the candidate; and
- (b) if the contributor's total contributions to two or more candidates for office on the same local board appear to exceed the limit under section 88.9, the report shall set out the contributions made by that contributor to all candidates for office on the same local board. 2016, c. 15, s. 64.

**Same**

(6) The clerk shall prepare a separate report under subsection (5) in respect of each contributor who appears to have contravened any of the contribution limits under section 88.9. 2016, c. 15, s. 64.

**Same**

(7) The clerk shall forward each report prepared under subsection (5) to the secretary of the local board for which the candidate was nominated for office and, within 10 days after receiving the report, the secretary of the local board shall forward it to the compliance audit committee. 2016, c. 15, s. 64.

**Decision of compliance audit committee**

(8) Within 30 days after receiving a report under subsection (4) or (7), the compliance audit committee shall consider it and decide whether to commence a legal proceeding against a contributor for an apparent contravention. 2016, c. 15, s. 64.

**Procedural matters**

(9) The meetings of the committee under subsection (8) shall be open to the public, and reasonable notice shall be given to the contributor, the applicable candidate and the public. 2016, c. 15, s. 64.

**Note:** On April 1, 2018, the day section 65 of the *Municipal Elections Modernization Act, 2016* comes into force, subsection 88.34 (9) of the Act is repealed and the following substituted: (See: 2017, c. 20, Sched. 10, s. 2)

**Notice of meetings**

(9) Reasonable notice of the meetings of the committee under subsection (8) shall be given to the contributor, the applicable candidate and the public. 2017, c. 20, Sched. 10, s. 2.

**Open meetings**

(9.1) The meetings of the committee under subsection (8) shall be open to the public, but the committee may deliberate in private. 2017, c. 20, Sched. 10, s. 2.

**Same**

(10) Subsection (9) applies despite sections 207 and 208.1 of the *Education Act*. 2016, c. 15, s. 64.

**Note:** April 1, 2018, the day section 65 of the *Municipal Elections Modernization Act, 2016* comes into force, subsection 88.34 (10) of the Act is repealed and the following substituted: (See: 2017, c. 20, Sched. 10, s. 2)

**Same**

(10) Subsection (9.1) applies despite sections 207 and 208.1 of the *Education Act*. 2017, c. 20, Sched. 10, s. 2.

**Notice of decision, reasons**

(11) The decision of the committee under subsection (8), and brief written reasons for the decision, shall be given to the contributor and to the clerk of the municipality or the secretary of the local board, as the case may be. 2016, c. 15, s. 64.

**Saving provision**

(12) This section does not prevent a person from laying a charge or taking any other legal action, at any time, with respect to an alleged contravention of a provision of this Act relating to contribution limits. 2016, c. 15, s. 64.

**Section Amendments with date in force (d/m/y)**

2016, c. 15, s. 64 - 01/04/2018

2017, c. 20, Sched. 10, s. 2 - 01/04/2018

**Note: On April 1, 2018, the Act is amended by adding the following sections: (See: 2016, c. 15, s. 65)**

**Compliance audit of registered third parties**

**Application by elector**

**88.35** (1) An elector who is entitled to vote in an election in a municipality and believes on reasonable grounds that a registered third party who is registered in relation to the election in the municipality has contravened a provision of this Act relating to campaign finances may apply for a compliance audit of the campaign finances of the registered third party in relation to third party advertisements, even if the registered third party has not filed a financial statement under section 88.29. 2016, c. 15, s. 65.

**Requirements**

(2) An application for a compliance audit shall be made to the clerk of the municipality in which the registered third party was registered, and it shall be made in writing and shall set out the reasons for the elector's belief. 2016, c. 15, s. 65.

**Deadline**

(3) The application must be made within 90 days after the latest of the following dates:

1. The filing date under section 88.30.
2. The date the registered third party filed a financial statement, if the statement was filed within 30 days after the applicable filing date under section 88.30.
3. The supplementary filing date, if any, for the registered third party under section 88.30.
4. The date on which the registered third party's extension, if any, under subsection 88.27 (3) expires. 2016, c. 15, s. 65.

**Application of s. 88.33 (4) to (20)**

(4) Subsections 88.33 (4) to (20) apply to a compliance audit under this section, with the following modifications:

1. A reference to a candidate shall be read as a reference to the registered third party.
2. A reference to the clerk with whom the candidate filed his or her nomination shall be read as a reference to the clerk of the municipality in which the registered third party is registered.
3. A reference to election campaign finances shall be read as a reference to the campaign finances of the registered third party in relation to third party advertisements that appear during an election in the municipality. 2016, c. 15, s. 65.

**Section Amendments with date in force (d/m/y)**

2016, c. 15, s. 65 - 01/04/2018

**Review of contributions to registered third parties**

**88.36** (1) The clerk shall review the contributions reported on the financial statements submitted by a registered third party under section 88.29 to determine whether any contributor appears to have exceeded any of the contribution limits under section 88.13. 2016, c. 15, s. 65.

**Report by the clerk**

(2) As soon as possible following the day that is 30 days after the filing date or supplementary filing date, as the case may be, under section 88.30 for a registered third party, the clerk shall prepare a report identifying each contributor to the registered third party who appears to have contravened any of the contribution limits under section 88.13 and,

- (a) if the contributor's total contributions to a registered third party that is registered in the municipality appear to exceed the limit under section 88.13, the report shall set out the contributions made by that contributor to the registered third party in relation to third party advertisements; and
- (b) if the contributor's total contributions to two or more registered third parties that are registered in the municipality appear to exceed the limit under section 88.13, the report shall set out the contributions made by that contributor to all registered third parties in the municipality in relation to third party advertisements. 2016, c. 15, s. 65.

**Same**

(3) The clerk shall prepare a separate report under subsection (2) in respect of each contributor who appears to have contravened any of the contribution limits under section 88.13. 2016, c. 15, s. 65.

**Same**

(4) The clerk shall forward each report prepared under subsection (2) to the compliance audit committee. 2016, c. 15, s. 65.

**Decision of compliance audit committee**

(5) Within 30 days after receiving a report under subsection (4), the compliance audit committee shall consider it and decide whether to commence a legal proceeding against a contributor for an apparent contravention. 2016, c. 15, s. 65.

**Procedural matters**

(6) The meetings of the committee under subsection (5) shall be open to the public, and reasonable notice shall be given to the contributor, the registered third party and the public. 2016, c. 15, s. 65.

**Note: On April 1, 2018, the day section 65 of the *Municipal Elections Modernization Act, 2016* comes into force, subsection 88.36 (6) of the Act is repealed and the following substituted: (See: 2017, c. 20, Sched. 10, s. 3)**

**Notice of meetings**

(6) Reasonable notice of the meetings of the committee under subsection (5) shall be given to the contributor, the registered third party and the public. 2017, c. 20, Sched. 10, s. 3.

**Open meetings**

(6.1) The meetings of the committee under subsection (5) shall be open to the public, but the committee may deliberate in private. 2017, c. 20, Sched. 10, s. 3.

**Notice of decision, reasons**

(7) The decision of the committee under subsection (5), and brief written reasons for the decision, shall be given to the contributor and to the clerk of the municipality. 2016, c. 15, s. 65.

**Saving provision**

(8) This section does not prevent a person from laying a charge or taking any other legal action, at any time, with respect to an alleged contravention of a provision of this Act relating to contribution limits. 2016, c. 15, s. 65.

**Section Amendments with date in force (d/m/y)**

2016, c. 15, s. 65 - 01/04/2018

2017, c. 20, Sched. 10, s. 3 - 01/04/2018

**Compliance audit committee**

**88.37** (1) A council or local board shall establish a compliance audit committee before October 1 of an election year for the purposes of this Act. 2016, c. 15, s. 66.

**Composition**

- (2) The committee shall be composed of not fewer than three and not more than seven members and shall not include,
  - (a) employees or officers of the municipality or local board;
  - (b) members of the council or local board;
  - (c) any persons who are candidates in the election for which the committee is established; or
  - (d) any persons who are registered third parties in the municipality in the election for which the committee is established. 2016, c. 15, s. 66.

**Eligibility for appointment**

(3) A person who has such qualifications and satisfies such eligibility requirements as may be prescribed is eligible for appointment to the committee. 2016, c. 15, s. 66.

**Same**

(4) In appointing persons to the committee, the council or local board shall have regard to the prescribed eligibility criteria. 2016, c. 15, s. 66.

**Term of office**

(5) The term of office of the committee is the same as the term of office of the council or local board that takes office following the next regular election, and the term of office of the members of the committee is the same as the term of the committee to which they have been appointed. 2016, c. 15, s. 66.

**Role of clerk or secretary**

(6) The clerk of the municipality or the secretary of the local board, as the case may be, shall establish administrative practices and procedures for the committee and shall carry out any other duties required under this Act to implement the committee's decisions. 2016, c. 15, s. 66.

**Costs**

(7) The council or local board, as the case may be, shall pay all costs in relation to the committee's operation and activities. 2016, c. 15, s. 66.

**Section Amendments with date in force (d/m/y)**

2016, c. 15, s. 66 - 09/06/2016

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**

**BYLAW NO. 2026-19**

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Being a Bylaw to Provide for Advance Votes to be Held Prior to Voting Day

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**WHEREAS** Section 43(1) of the *Municipal Elections Act, S.O. 1996* provides that a municipal council shall pass a bylaw establishing one or more dates for an advance vote, and the hours during which voting places shall be open on that date or dates;

**AND WHEREAS** Section 43(2) of the *Municipal Elections Act, S.O. 1996*, as amended, provides that the Clerk shall establish the date or dates on which the advance votes are held, the number and location where the advance votes are held, and the hours during which the advance voting places shall be open;

**AND WHEREAS** Sections 45(7) and 45(8) of the *Municipal Elections Act, S.O. 1996*, as amended, the Clerk shall establish the hours in voting places in retirement homes or those institutions as defined in Section 45(7) of the said Act, where the voting place is only for the use of residents.

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

1. That advance votes shall be held on:
  - 1.1 Thursday, October 8, 2026, from 4pm-8pm  
Trout Creek Seniors Friendship Club, 138 McEachern St., Trout Creek
  - 1.2 Tuesday, October 13, 2026, from 4pm-8pm  
Municipal Office, 250 Clark Street, Powassan
  - 1.3 Saturday, October 17, 2026, from 10am-2pm  
Trout Creek Seniors Friendship Club, 138 McEachern St., Trout Creek
  - 1.4 Saturday, October 24, 2026, from 10am-2pm  
Municipal Office, 250 Clark Street, Powassan
2. That any and all previous bylaws with respect to Advance Votes be and are hereby repealed.
3. That this Bylaw shall take effect and come into force upon final passing.

**READ** a **FIRST** and **SECOND** time on the 19<sup>th</sup> day of May 2026 and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council the 2<sup>nd</sup> day of June 2026.

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Mayor

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Clerk

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**

**BYLAW NO. 2026-20**

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Being a Bylaw to Licence Trailers in The Municipality of Powassan

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**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.

### **SECTION 3 – LICENCE AND REGULATIONS**

- 3.1 No person shall use or permit to be used, a trailer, on vacant 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 lot.
- 3.7 Trailers are not permitted to be parked on Municipal property for the purpose of storage or placement for recreational purposes.
- 3.8 Trailers parked or stored accessory to a dwelling located on the lot and owned by the occupant of the lot do not require licencing.

## **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 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) Annual licence – this licence authorizes the placement of the trailer upon a vacant property for a complete calendar year or any portion thereof, and its occupancy between May 1st and November 30th in the calendar year;
  - b) Seasonal Licence – this licence authorizes the placement of the trailer upon the property for the duration of the season between May 1<sup>st</sup> and November 30<sup>th</sup> 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, Treasurer, 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 his/her 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 his or her 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 the third reading and it being passed.

**READ a FIRST and SECOND** time on the 2<sup>nd</sup> day of June 2026 and considered **READ a THIRD and FINAL** time and adopted as such in open Council the 16<sup>th</sup> day of June 2026.

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Mayor

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Clerk

**BYLAW 2026-20**

**SCHEDULE "A"**

**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

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 Municipality of Powassan.

Applicant Signature and Date:

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Property Owner Signature and Date:

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

**BYLAW 2026-20**

**SCHEDULE “B”**

**Municipality of Powassan**

**Part I Provincial Offences Act**

**Bylaw 2026-20: ‘Trailer Licence’ Bylaw**

<b>ITEM</b>	<b>COLUMN 1 Short form wording</b>	<b>COLUMN 2 Provision creating or defining offence</b>	<b>COLUMN 3 Set Fine</b>
1.	Permit person to locate trailer on vacant property without a licence	s. 3.1	\$300.00
2.	Fail to vacate trailer from the months of December 1 <sup>st</sup> to April 30 <sup>th</sup>	s. 3.2	\$300.00
3.	Permit more than one (1) trailer on vacant 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.

**BYLAW 2026-20**

**SCHEDULE "C"**

**Licence Fees:**

**\$600.00 for Seasonal**

**\$750.00 for Annual**

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**

**BYLAW NO. 2026-21**

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Being a Bylaw to Provide for Reduced Hours on Voting Day in  
Institutions and Retirement Homes

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**WHEREAS** Section 46(3) of the *Municipal Elections Act*, S.O. 1996 provides that a municipal council shall pass a bylaw with respect to reduced voting hours in voting places in retirement homes or those institutions as defined in Section 45(7) of the said Act, where the voting place is only for the use of the residents;

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

1. That the voting places and voting hours be set as follows on Voting Day, Monday, October 26, 2026;

Location	Voting Hours
Eastholme, Home for the Aged 62 Big Bend Ave., Powassan, ON	10:00 a.m. to 12:00 p.m.

2. That any institution in addition to those listed above in operation within the Municipality of Powassan on Voting Day be bound by the same scheduled and approved voting hours.

3. That this Bylaw shall take force and effect upon adoption.

**READ** a **FIRST** and **SECOND** time on June 2, 2026 and to be **READ** a **THIRD** and **FINAL** time and considered passed as such in open Council the 16<sup>th</sup> day of June, 2026.

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Mayor

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Clerk



## COUNCIL MEMO

To: Council and Staff  
From: Councillor Patey  
Re: **Review and update Recreation Bylaw**  
Date: June 2, 2026

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### **RECOMMENDATION:**

Update and modernization of bylaw as it pertains to recreation (2008-17)

### **BACKGROUND:**

Since the adoption of the Recreation Committee Bylaw in 2008 the Municipality's approach to recreation services, community engagement and committee governance has evolved. A review of the bylaw would provide an opportunity to modernize its structure, broaden participation from emerging recreation interests and clarify the committee's advisory role in supporting Council's recreation objectives. Through the Mayor, I request that staff undertake a review and bring forward recommendations for Council's consideration.

## THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

### BY-LAW NO. 2008-17

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Being a by-law to authorize the carrying on of a Community Program of Recreation within the meaning under the Ministry of Tourism and Recreation Act R.S.O. 1990 Ch. M.35.

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1. The Council of the Corporation of the Municipality of Powassan enacts as follows:
  - (a) Pursuant to Regulations made under the Ministry of Tourism and Recreation Act, a Community Program of Recreation is hereby established for the residents of the Municipality.
  - (b) The said Community Program of Recreation shall be directed, managed and controlled on behalf of the Council of the Municipal Corporation by a Committee known as **The Municipality of Powassan Recreation Committee**, hereinafter referred to as the "Committee".
  - (c) That the Trout Creek Community Centre Board, hereinafter known as the Board, has governance of the Trout Creek Community Centre, as per By-law no. 2005-23 ratified by Council and signed June 5, 2001.
  - (c) Pursuant to Section 94 of the Municipal Act, 2001 a program of Parks Management is hereby established for the residents of the Municipality.
  - (d) Pursuant to the Community Recreation Centres Act and the Regulations made thereunder, a Community Centre(s) is hereby established for the residents of the Municipality.
2. The **Committee** shall be appointed for term of Council of the Corporation as follows:
  - (a) Two or more members of Council of the said Municipality
  - (b) Members-at-large of the said Municipality, Representatives of Men's Hockey League, Powassan Figure Skating, Powassan Minor Hockey, Powassan Curling Club and the Trout Creek Community Centre Board.

3. The Committee is responsible to provide recommendations to Council on recreation matters within the Municipality's functions.
4. If a member misses three consecutive meetings without cause the member will be replaced by Council.

#### **5. ADMINISTRATION**

1. Subject to the approval of Council, the said Committee shall formulate policies, rules and regulations for and relating to the administration of community programs of recreation.
2. The said Committee shall be responsible for all policies, rules and regulations relating to the administration of the community programs of recreation which are conducted directly by that Committee or its employees.
3. The said Committee may make rules and regulations for the conduct of the community program of recreation or any part thereof and to govern the conduct of all persons who in any way participate in or be in attendance at any part of the program.
4. The said Committee shall hold meetings as required. Committee meetings shall stand adjourned at 9:00 p.m. but business may be continued upon a motion passed by majority vote.
5. At any meeting of the said Committee a quorum shall consist of the majority of the members.
6. The said Committee shall elect a chairman annually from among its members and such other officers as may be required.
7. The said Committee is authorized to work jointly with other municipal services in establishing, operating and maintaining a supervised public recreation system of facilities and activities.
8. When advisable, the said Committee may appoint recreation Sub-Committees to establish and operate area community programs of recreation, and the Committee shall provide such services as it deems necessary to assist these area Committees in carrying on their activities.
9. The said Committee may appoint as it deems necessary such sub-Committees to act in an advisory capacity to the Committee.
10. In carrying out the provisions of this by-law, the said Committee shall at all times be by the agent of the Municipal Corporation and while acting bona fide

within the limits of the authority of this by-law neither the Committee nor any member thereof shall incur any liability by reason of anything done or left undone by the Committee; provided however, that nothing in this paragraph contained shall authorize or empower the Committee to incur any debt, liability or obligation for which the Municipal Corporation shall become liable without having previously obtained the consent of the Council of the Corporation.

## **6. FINANCE**

1. Each year, the said Committee shall submit and interpret to Municipal Council a detailed estimate of its budget requirements for the then current year.
2. The books and accounts of the said Committee shall be kept by the Treasurer of the Corporation.
3. No debt or obligation shall be incurred by the said Committee and no payments shall be made by or on behalf of the said Committee unless duly authorized by resolution of the Council.
4. The said Committee may prescribe fees for participating in or admittance to any part of the community program of recreation.
5. The said Committee may solicit or receive any gifts or bequests of money or services. Any donations to be applied, principal or income, for either the temporary or permanent use for facilities, equipment, program or other recreational purposes.

## **7. PROGRAM AND FACILITIES**

1. The said Committee shall conduct or encourage and assist the programs of recreation which will meet the needs and interests of the inhabitants of the Municipality. Such programs shall include the social, cultural and physical aspects of recreation as applied to each age group, both male and female.
2. The said Committee shall assist, encourage and advise groups, organizations and persons to initiate and carry on recreational activities in the Municipality.
3. The said Committee shall conduct a program of recreation and shall conduct and supervise recreational activities.
4. The said Committee shall assist, encourage and provide advisory services on request to all groups, organizations, or persons carrying on recreation activities in the Municipality.
5. The Committee shall conduct and supervise organized public recreation

activities and is authorized to work jointly with other municipal departments to provide and establish, operate, conduct and maintain a supervised recreation system and to operate, improve and maintain property, both real and personal, for parks, playgrounds, recreation centres, and other recreation facilities and activities.

6. The said Committee shall assist in the co-ordination of community recreational activities.
7. The said Committee shall develop on behalf of the said Corporation all recreational centres, parks, playground and other real property of a like nature vested in or leased by the Corporation and used or designed for recreational purposes and shall make available for recreational purposes all recreational equipment, recreational facilities and other personal property belonging to the said Corporation and used or designed for recreational purposes.

#### **8. STAFF AND PUBLIC RELATIONS**

1. The said Committee may appoint part time recreation workers, as per approved budget, on a paid or a voluntary basis and shall be responsible for assigning the duties and responsibilities of such persons.
  2. The said Committee shall at all times keep the inhabitants of the municipality aware of the recreation opportunities which are available and continually interpret to the public the total community program of recreation.
  3. The said Committee shall inform the residents of the municipality of the benefits of and the opportunities for recreation, and shall publicize the community programs of recreation.
9. That By-laws 2001-35 and 2005-04 be repealed.

Adopted in open Council June 3, 2008.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO-Clerk

File # B9 B10, B11, & B12/POWASSAN/2026

March 12, 2026

**Planning Report: Municipality of Powassan, Consent Application: B9, B10, B11, B12/POWASSAN/2026**

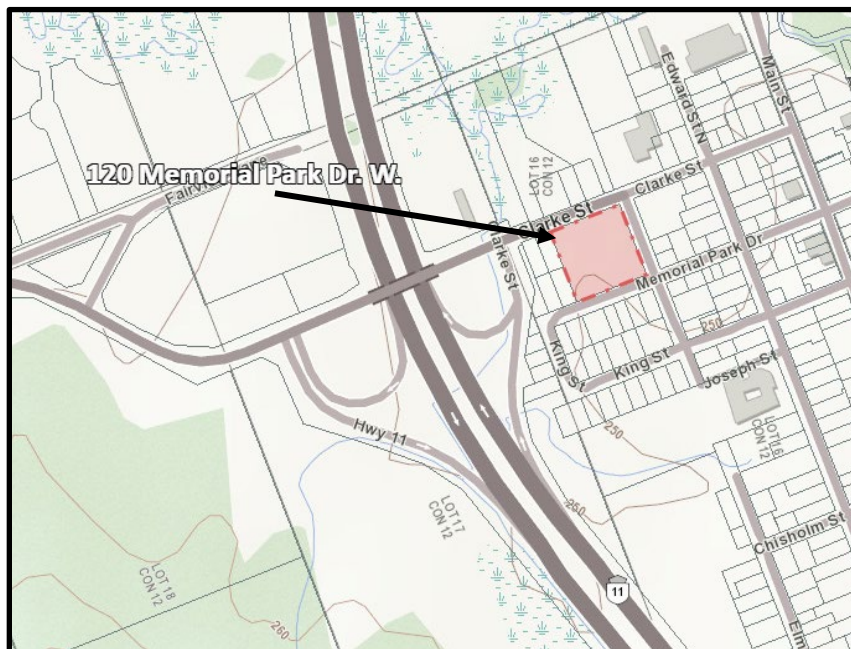
**Background**

Tulloch Engineering (c/o Steve McArthur) has applied for Consent to the North Almaguin Planning Board on behalf of their client, The Roman Catholic Episcopal Corporation for the Diocese of Peterborough in Canada. The Application has been circulated to the Municipality of Powassan for comment. The Application for Consent proposes to create four (4) new residential lots and retain one (1) lot. A Pre-Consultation meeting with the applicant, agent, Powassan staff and Planscape took place on January 13, 2026.

**Location and Lot Description**

The subject lands are legally described as Part of Lot 16, Concession 12; Lot 18, Registered Plan 322 (Himsworth); PIN 52208-0274 (LT), in the Municipality of Powassan, District of Parry Sound. The property is civically known as 120 Memorial Park Drive West, Powassan. The property is the site of St. Joseph's Catholic Church. The location of the subject lands is shown in Figure 1.

**Figure 1: Location Map**



## Proposal Description

The subject property is approximately 1.0 hectare in size (2.5 ac), with road frontages on Clark Street, Joseph Street and Memorial Park Drive. The severed lots are proposed along the south boundary of the property. Severed Lots 1, 2 and 3 will have frontage along Memorial Park Drive and Severed Lot 4 is a corner lot with additional frontage on Joseph Street. Table 1 below summarizes the proposed lot configurations.

**Table 1: Lot Configuration**

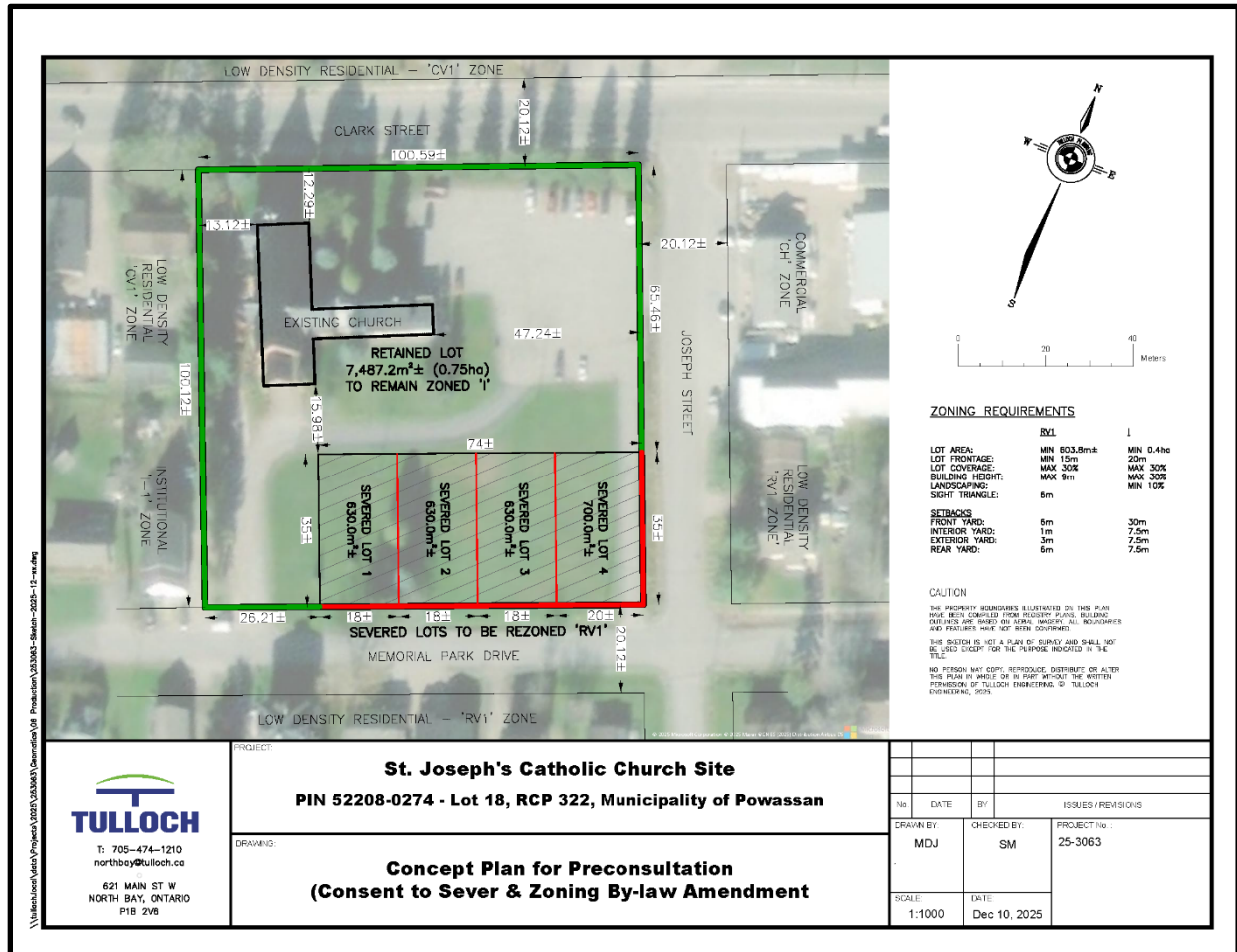
Application	Lot Area	Lot Frontage	Lot Depth
Existing Lot	± 1.0 ha	± 100.2 m	± 100.1 m
Retained Lot	± 0.7 ha (7,487.2 m <sup>2</sup> )	± 26.2 m	± 100.1
Severed Lot 1	± 0.06 ha (630.0 m <sup>2</sup> )	± 18.0 m	± 35.0 m
Severed Lot 2	± 0.06 ha (630.0 m <sup>2</sup> )	± 18.0 m	± 35.0 m
Severed Lot 3	± 0.06 ha (630.0 m <sup>2</sup> )	± 18.0 m	± 35.0 m
Severed Lot 4	± 0.07 ha (700.0 m <sup>2</sup> )	± 20.0 m	± 35.0 m

The current (2003) Municipality of Powassan Official Plan was recently reviewed, updated and Council adopted it on September 16, 2025. This application has been reviewed against both documents for conformity.

The subject property is within the Urban Service and Settlement Area and specifically split designated as Downtown and Residential Areas on Schedule 'C.' The 2025 adopted Official Plan identifies the entire property as Downtown Area within the Powassan Urban Service Area on Schedule 'D.'" The property is zoned Institutional (I).

Figure 2 illustrates the proposed severed lots as provided by the applicant.

Figure 2: Proposed Severance



**Policy Analysis**

**Provincial Planning Statement, 2024**

The subject property is considered Settlement Area. Settlement Areas “shall be the focus of growth and development” and supports mix of land uses that include residential uses where:

*Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.*

The proposed applications are consistent with the applicable policies of the Provincial Planning Statement.

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

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

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

The subject property is designated as Residential and Downtown part of the Urban Service and Settlement Area of Powassan as shown on Schedule 'C' of the 2003 Official Plan on Residential uses are permitted in both the Residential and Downtown areas. Section 5.1 of the Plan states:

*5.1.1 Full Services Development within the Urban Service Area will be developed on the basis of full municipal services. The Zoning By-law will specify a minimum lot size depending on the use.*

*5.1.2 Permitted Uses A large range of residential, commercial and institutional uses shall be permitted in the Urban Service Area.*

Sections 5.3 and 5.4 of Residential and Commercial designations respective policies both permit and support residential uses and mixed range of housing (Section 5.3.2.1):

*New housing should reflect a range of housing sizes, including smaller affordable units that would be suitable for seniors and smaller families. Where smaller forms of housing and or smaller lots occurs adjacent to older housing on larger lots, the new development should be designed and landscape to be compatible with the character of the surrounding neighbourhood.*

Staff have confirmed municipal water and sewer capacity are available and entrance permits can be issued.

Policy of Section 8.2.1 would generally require 4 or more lots to be developed through a Plan of Subdivision. Given the proposal is for four lots, consideration was given to the requirement of a Plan of Subdivision where:

*Where four or more lots or units in a vacant land condominium are created on a single parcel of land existing as of the date of this Plan, a plan of Subdivision or Vacant Land Condominium shall generally be required. Exceptions to this policy may be considered where there are no residual lands resulting from the development, and there is no need to extend municipal services.*

The subject lands are fully serviced with water and sewers and front on a publicly owned and maintained road within the urban area of Powassan. There is no need for extended or new municipal services, and no property constraints were identified during the policy review. The application has been reviewed against the 2003 Official Plan and generally meets the intentions of the Official Plan policies.

### **Municipality of Powassan Official Plan, August 2025**

The Official Plan review and update was adopted by Powassan Council, in September 2025. The subject lands now designate the entire property as Downtown in the Powassan Urban Service Area. It is my understanding that the land designation change was in part to avoid split designations and to follow existing properties lines where appropriate. The Downtown designation continues to support residential uses.

The application has been reviewed against the 2025 Official Plan as adopted and meets the intentions of the policies.

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

The subject lands are zoned Institutional (I) in the municipal Zoning By-law No. 2003-38. The Institutional Zone permits the property's current use of St. Joseph's Catholic Church. The Retained Lot will continue to meet the zoning requirements of Section 4.13 requiring 0.4 ha of area and 20 m of frontage. The submitted consent sketch identifies the location of the property's church. The Institution Zone requires a 30 m front yard setback and an exterior and interior side yard setback of 7.5 m. The church structure meets the requirements if frontage is considered on Memorial Park Drive, corresponding to the property's civic address.

The proposed new lots will require a Zoning By-law Amendment for the intended residential uses. As indicated in the application and Planning Justification Brief, the new lots are intended to be zoned Village Residential (RV1). The minimum requirement for RV1 lots includes a minimum area of 603.8 m<sup>2</sup> and a minimum frontage of 15 m. All four proposed lots will meet the minimum zone

requirements. Figure 3 below includes the required zoning provisions for Village Residential (RV1) Zone.

**Figure 5: Zoning Uses and Regulations**

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

**Recommendation**

The proposed Consent Application generally meets the intentions of the 2024 Provincial Planning Statement and the Growth Plan for Northern Ontario, would conform to both the current and updated Municipal Official Plans, pending a Zoning By-law Amendment to rezone the new residential lots, will comply with the applicable zoning standards, and represents good planning.

It is our recommendation that Council provide no objections to B9, B10, B11 & B12/POWASSAN/2025, provided the standard conditions of consent are met and that the severed lots are rezoned for the proposed residential use.

Respectfully Submitted,

**PLANSCAPE INC.**



Ryan Lloyd MCIP, RPP  
Planning Consultant

Dear Heads of Council:

I am writing to provide an update on the regional consolidation of Ontario's conservation authorities.

As part of this process, all conservation authorities have been asked to appoint two members (General Manager/CAO and one board member) of their choosing to serve on transition committees. Transition Committees will lead planning activities guiding the transition to regional conservation authorities.

Appointed members will ensure that each authority has representation that reflects local priorities and perspectives, playing a critical role in guiding and informing the transition. They will contribute to the development of transition plans and help support operational readiness, ensuring local voices remain central throughout this work.

We deeply value the ongoing support of municipalities and the importance of local perspectives in shaping decisions that affect communities across Ontario.

We are pleased to share that the process to establish the transition committees is well underway with committees expected to be launched later this summer.

Thank you for your continued collaboration and support.

Sincerely,



Hassaan Basit  
CEO  
Ontario Provincial Conservation Agency

**Ministry of Northern Economic  
Development and Growth**

Office of the Minister

16<sup>th</sup> Floor, Suite 1600  
438 University Avenue  
Toronto ON M5G 2K8

**Ministère du Développement et  
de la croissance économique  
du Nord**

Bureau du ministre

16<sup>e</sup> étage, bureau 1600  
438, avenue University  
Toronto ON M5G 2K8



774-2026-157

May 14, 2026

His Worship Peter Mclsaac  
Mayor  
Municipality of Powassan  
[pmisaac@powassan.net](mailto:pmisaac@powassan.net)

Dear Mayor Mclsaac:

I am pleased to write to you regarding the Northern Ontario Resource Development Support (NORDS) Fund.

As outlined in the 2026 Ontario Budget, our government has now extended the NORDS Fund so it will continue to invest \$15 million annually in municipalities across Northern Ontario to help with infrastructure to enable resource development as well as offset some of the impacts that development sectors including forestry, mining, aggregates and agriculture, can have on local municipal and community infrastructure.

All 144 municipalities in Northern Ontario will continue to be eligible to receive funding under the NORDS Fund to support investments in municipal infrastructure projects. This funding will continue to complement existing funding streams available to municipalities for infrastructure projects.

We have heard from municipalities across the North, and we will continue to ensure that the NORDS Fund remains flexible, allowing municipalities to stack with other programs, carry over unused allocations year-over-year and pursue partnerships with other northern municipalities to support regional projects. As well, our government understands the importance of stable and predictable funding to municipalities, so we will maintain the same allocation for each municipality in Northern Ontario.

I also heard the requests to ensure that the program can be used to fund infrastructure related to agricultural development and I am pleased to confirm that is eligible.

I am pleased to confirm that the Municipality of Powassan's annual allocation is \$103,594.40. This annual allocation can fund projects that began on or after April 1, 2026.

Melanie Alkins, a Northern Development Advisor from my ministry's Regional Economic Development Branch, will contact you soon to provide support, or to answer any questions you may have. Ms. Alkins can also be contacted by phone at (705) 491-7897, or by email at [melanie.alkins@ontario.ca](mailto:melanie.alkins@ontario.ca).

Our government remains committed to working with and supporting municipalities across Northern Ontario.

Sincerely,

A handwritten signature in grey ink, appearing to be 'G. Pirie', with a long horizontal line extending to the left.

The Honourable George Pirie  
Minister of Northern Economic Development and Growth



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

Date: June 2, 2026

Moved by:

Seconded by:

The Council for the Municipality of Powassan received a request from the Powassan Nipissing Callander OPP Detachment Board for a letter of support requesting that the Province of Ontario reconsider their decision to close the Cecil Facer Youth Centre in Sudbury; and,

FURTHER that Council authorize the Mayor to sign the letter of support and that the Clerk circulates the letter to the Ministry of the Solicitor General, the Ministry of Children, Community and Social Services, MPP Fedeli and the OPP Detachment Board.

\_\_\_\_\_  
Carried

\_\_\_\_\_  
Defeated

\_\_\_\_\_  
Deferred

\_\_\_\_\_  
Lost

\_\_\_\_\_  
Mayor

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

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

June 2, 2026

The Honourable Michael Parsa  
Ministry of Children, Community and Social Services  
438 University Avenue, 7th Floor  
Toronto, ON M5G 2K8  
Canada

The Honourable Michael S. Kerzner  
Ministry of the Solicitor General  
25 Grosvenor Street, 18th Floor  
Toronto, ON M7A 1Y6  
Canada

**RE: Urgent Reconsideration of the Cecil Facer Youth Centre Closure and Relocation**

Dear Minister Parsa and Minister Kerzner,

On behalf of the Municipality of Powassan, I am writing to formally voice our opposition to the schedule 2027 closure of the Cecil Facer Youth Centre in Sudbury, and the subsequent transfer of services to Thunder Bay.

It is our understanding that the facility is to be converted to a 50 bed women's facility under the Ontario Protecting Communities by Expanding Correction Facilities program. While this is also a much-needed facility, both are necessary.

The decision to relocate Cecil Facer creates immediate operational and financial hardships for our community. Requiring two officers to escort youth over vast northern distances will severely drain limited local police budgets and remove frontline officers from patrolling our streets for days at a time, directly compromising local emergency response capacity. This places an unfair financial burden on Powassan taxpayers and impacts core municipal services.

Furthermore, our council is deeply concerned for the welfare of the affected youth. Displacing young people hours away from their families and removing vital community connections increases isolation, defeats regional support efforts, and ultimately elevates the risk of reoffending.

The Municipality of Powassan urges the Government of Ontario to evaluate the severe logistical and social impacts on small Northern communities this decision will have.

Sincerely,

Peter McIsaac  
Mayor, Municipality of Powassan

# June 2026

July 2026

June 2026

Su	Mo	Tu	We	Th	Fr	Sa
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	

Su	Mo	Tu	We	Th	Fr	Sa
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 31	Jun 1	2 Council	3 6:00pm MAPLE SYRUP MEETING	4	5	6
7	8	9 6:00pm PUBLIC MEETING - ZBA - ST JOSEPHS	10 NBMCA	11 DSSAB	12	13
14	15 Library Board	16 Council Golden Sunshine	17 Eastholme Rec Committee	18	19	20
21	22	23	24	25	26	27
28	29 Police Detachment Board	30	Jul 1	2	3	4