



AGENDA

**Regular Council Meeting
Tuesday, July 14, 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 June 2, 2026

8. MINUTES AND REPORTS FROM COMMITTEES OF COUNCIL

9. MINUTES AND REPORTS FROM APPOINTED BOARDS

9.1 The Powassan and District Union Public Library– Minutes of May 25, 2026

10. STAFF REPORTS

10.1 Clerk, A. Quinn – Draft Municipal Recreation Committee Bylaw Update

10.2 Manager of Operations, T. Keefe – Clark Street Paving Award of Tender

11. BYLAWS

11.1 Bylaw 2026-22 – Zoning Bylaw Amendment (St. Joseph's)

11.2 Bylaw 2026-24 – Noise Control

12. UNFINISHED BUSINESS

12.1 Tacoma Engineers – Structural Memorandum, Trout Creek Community Centre Occupational Plan

13. NEW BUSINESS

14. CORRESPONDENCE

14.1 Ministry of Northern Economic Development and Growth – Northern Ontario Heritage Fund Corporation

14.2 CN Rail – Rail Safety Week 2026

15. ADDENDUM

16. NOTICE OF SCHEDULE OF COUNCIL AND BOARD MEETINGS

17. CLOSED SESSION

17.1 Adoption of Closed Session Minutes of May 19, 2026

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

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

18. MOTION TO ADJOURN

Regular Council Meeting
Tuesday, June 16, 2026, at 6:30 pm
Council Chambers

Present: Peter McIsaac, Mayor
Leo Patey, Councillor
Dave Britton, Councillor

Staff: Allison Quinn, Clerk

Absent,
With Regrets: Markus Wand, Deputy Mayor
Randy Hall, Councillor

Presentations: None.

Disclosure of Monetary Interest and General Nature Thereof: None.

- 2026-284** Moved by: L. Patey Seconded by: D. Britton
That the agenda of the Regular Council Meeting of June 16, 2026, be approved. **Carried**
- 2026-285** Moved by: D. Britton Seconded by: L. Patey
That the minutes of the Regular Meeting of Council of June 2, 2026,
be adopted. **Carried**
- 2026-286** Moved by: D. Britton Seconded by: L. Patey
That the minutes from the Golden Sunshine Municipal Non-Profit Housing Corporation
committee meeting of April 21, 2026, be received. **Carried**
- 2026-287** Moved by: L. Patey Seconded by: D. Britton
That the memo from Clerk, A. Quinn, regarding the Draft Municipal Recreation Committee
bylaw, be received; and,

FURTHER that any comments be returned to staff by July 8, 2026. **Carried**
- 2026-288** Moved by: D. Britton Seconded by: L. Patey
That the memo from Clerk, A. Quinn, regarding the proposed location of the new gazebo, be
received; and,

FURTHER that staff be directed to move forward with the new location. **Carried**
- 2026-289** Moved by: D. Britton Seconded by: L. Patey
That the draft Bylaw to Control Noise Within the Municipality of Powassan, be received; and,

FURTHER that staff be directed to bring the Bylaw back to the next Regular Meeting of Council for adoption. **Carried**

2026-290

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

That the memo from Protective Services Official, M. Peddle, regarding benefits of implementing an administrative monetary penalty system, also known as AMPS, be received; and,

FURTHER that staff be directed to bring a draft bylaw to the next Regular Meeting of Council for review. **Carried**

2026-291

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

That the memo from Protective Services Official, M. Peddle, regarding the reintroduction of a fence bylaw, be received; and,

FURTHER that staff be directed to bring a draft bylaw to the next Regular Meeting of Council for review. **Carried**

2026-292

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

That Bylaw 2026-20, being a Bylaw to Licence Trailers in the Municipality of Powassan;

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

2026-293

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

That Bylaw 2026-21, being a Bylaw to provide for Reduced Hours on Voting Day in Institutions and Retirement Homes in the Municipality of Powassan,

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

2026-294

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

That Bylaw 2026-22, being a Bylaw to amend Bylaw No. 2003-38, as amended, the Zoning Bylaw for the Municipality of Powassan with respect to lands described as 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;

Be **READ a FIRST** and **SECOND** time on the 16th day of June 2026 and considered **READ a THIRD** and **FINAL** time and adopted as such in open Council the 14th day of July 2026. **Carried**

2026-295

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

That Bylaw 2026-23, being a Bylaw to Stop Up and Close part of McDonald Street, Registered Plan M-5, described as Parts 1 and 2, Plan 42R22976, in the Municipality of Powassan,

Be **READ** a **FIRST, SECOND** and **THIRD** and **FINAL** time and adopted as such in open Council for the immediate wellbeing of the Municipality this 16th day of June 2026. **Carried**

2026-296

Moved by: L. Patey
That Council now adjourns at 6:47 p.m.

Seconded by: D. Britton

Carried

Mayor

Clerk

Powassan & District Union Public Library

Minutes for Monday, May 25, 2026 – 6:15 p.m.

Board Meeting @ Library

In-person: Debbie Piper, Pat Stephens, Will Armstrong, Bernadette Kerr, Steve Kirkey, Jennie Leblond, Larry Woodward, Marie Rosset

Absent with Regrets: Valerie Morgan, Bill Finnis

Absent: Randy Hall

Item	Action	Responsibility
1. Call to order	6:15 pm	
2. Respect and Acknowledgement Declaration	Declaration read by CEO We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honour these teachings and recognize their value going forward.	
3. General Consent Motion: Presented the general Consent Motion for May 2026, which includes: a) Approval of the May 25, 2026 Agenda, b) Approval of Minutes from the April 20, 2026 meeting, c) Approval of the April 2026 Financial Statements. d) Approval of the April 2026 Library Report.	<u>Motion: 2026-14</u> That the General Consent Motion for May 2026 be adopted as presented. Moved by: Bernadette Kerr Seconded by: Will Armstrong Carried.	
4. Disclosure of pecuniary Interest	None	
5. Business a) Update on Hiring of new CEO	Hiring Committee interviewed candidates on May 22, 2026. The successful candidate bio will be shared with Board as soon as available and we will move forward with transition with goal of having new CEO in place before June 26.	

b) Grants update	• TD Summer Reading Club Accessibility Award Brea Market-Matthews travelled to Calgary to claim the 2025 TD Summer Reading Club Accessibility Award in person. All expenses were paid by the TD Summer Reading Program, and \$2,000 was deposited in Library's bank account. This award is in recognition of the many adjustments made last summer to accommodate the diversity of attending children. Money will be spent on Kid related need. • 2026 OTF Capital Grant – application for the repair and update of the library's elevator is pending. • Seniors Community Grant - application for additional seniors tech help and programming is pending. • Canada Summer Job (CSJ) – two students to staff our Summer Program were hired. Both are from Powassan. Nayomi Nicholls – grade 12, returning from 2025 Dezarae Beharie – University students • Art Council of Ontario – application for funds to help run the Library's Summer Wrap-Up Music Festival still pending	
c) Staff Appreciation Comment	- CEO highlighted how much the members of the PDUPL staff do over and above to serve this community. - The credit card subject was brought up, and it was decided that another credit card would be secured for the new CEO, one that does not require being attached to the CEO's personal bank account.	
d) Library Agreement Renewal Update	- Municipality of Powassan 2026 Budget was approved by Council, including the \$139,280 Library Levy. Updated invoices and thank you letters were sent out to all three Councils. - The text of the new Agreement was shared with the Board, and some of the requirements may not in accordance with the Library Act. The "Agreement" is an agreement between the Municipalities and	Councillor Hall

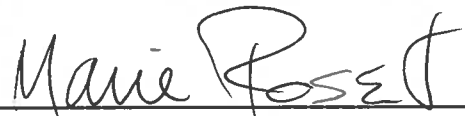
e) Upcoming Activities	we hope to get more information on its progress from the Council reps at our next meeting. - The local Reptile Adventure Camp has been booked for the TD Summer Program initial day. D. Scott and Mary Houghton are covering the cost of the event. - Science North is being considered for the month of August, potentially in partnership with the GAP program	Library Staff
6. Correspondence	Motion from The Municipality of Powassan approving their 2026 Budget	
7. Committee Reports		
a) Property Committee	- OTF Capital Grant application pending. - Wireless fire alarms (4) need replacing. Powassan Fire Department will be contacted to request free replacements - Two security cameras are defective and may need to be replaced.	CEO
b) Financial Committee	- Now that the Library Budget has been approved by all three Union Members, the CEO will disburse the retroactive pay to the employees <u>Motion: 2026-15</u> That the CEO is authorized to disburse the retroactive pay as per the previously approved pay scale. Moved by: Will Armstrong Seconded by: Pat Stephens Carried. <u>Motion: 2026-16</u> That the Board use the \$1,200 surplus from 2025 to invest in a GIC – maintenance reserve. Moved by: Will Armstrong Seconded by: Larry Woodward Carried. - Pay Equity issue was discussed, and it was agreed that the PDUPL does have an Official Plan dating from the 1990s and it has been maintained. Jenny Leblond volunteered to have a look at it.	CEO CEO CEO CEO, and other signing Board Member Jenny Leblond

c) Policy Committee	GOV-06 Procurement Policy was updated to include the new Municipal Buy Ontario Procurement Directive. <u>Motion: 2026-17</u> That the GOV-06 Procurement Policy be adopted as modified to address the new Buy Ontario Procurement Directive Moved by: Stephen Kirkey Seconded by: Larry Woodward Carried. A modified SERV-07 Agreement for PDUPL Facility Use Policy was presented. It now includes the Kitchen Rental Agreement. <u>Motion: 2026-18</u> That the SERV-07 Agreement for PDUPL Facility Use Policy be approved as modifies. Moved by: Jenny Leblond Seconded by: Pat Stephens Carried.	
d) Friends of the Library	- Friends are in the process of completing the fireplace surround and updating the kitchen. - The kitchen renovations are being carried out with the approval of the Health Department - Linda and Bernard Penney are doing the work, with Nathan Kunkel doing the plumbing for the kitchen.	CEO and friends
8. Adjournment	Motion: 2026-19 That the May 25, 2026, meeting be adjourned at 7:58 pm. Moved by: Jenny Leblond	Next meeting: June 15, 2026, at 6:15 pm

Chair:


Debbie Piper

Recorder:


Marie Rosset, CEO



STAFF REPORT

To: Council
From: Clerk, A. Quinn
Re: Draft Municipal Recreation Committee Bylaw

RECOMMENDATION:

That the draft Bylaw to Authorize the Carrying On and Operation of a Recreation Committee within the Municipality of Powassan be received and that staff be directed to bring the Bylaw back to the next regular meeting of Council for adoption.

ANALYSIS:

At the June 2, 2026, Regular Meeting of Council staff were directed to update and modernize Bylaw 2008-17 To Authorize the Carrying on of a Community Program of Recreation, with any suggestions and/or changes being returned to staff by July 8th. The first draft of the Bylaw was also shared with the Municipal Recreation Committee.

All requested changes are shown on the attached updated draft.

CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-XX

Being a Bylaw to Authorize the Carrying On and Operation of a Recreation Committee within the Municipality of Powassan

WHEREAS Section 11 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, in part provides that a municipality may pass bylaws respecting the governance structure of the municipality and its local boards;

AND WHEREAS the Council of the Corporation of the Municipality of Powassan deems it advisable to establish by bylaw, the Municipal Recreation Committee and the Committee's Mandate for the Corporation of the Municipality of Powassan;

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

1. Committee Title

That a committee to be known as the Municipal Recreation Committee ("MRC") is hereby established.

2. Policies and Procedures

That the rules and regulations of the Corporation of the Municipality of Powassan Procedural Bylaw shall govern all proceedings of the Municipal Recreation Committee.

3. Records

That the records of the Municipal Recreation Committee shall be retained and preserved in accordance with the provisions of the Corporation of the Municipality of Powassan's Records Retention Bylaw.

4. Mandate

The Municipal Recreation Committee will serve as a volunteer advisory body to the Council of the Municipality of Powassan. It is dedicated to promoting and supporting recreational, cultural, and leisure opportunities that strengthen community well-being, engagement, and quality of life.

The Municipal Recreation Committee's Terms of Reference are set out in "Schedule A" attached hereto and forming part of this Bylaw.

5. Composition

That the Municipal Recreation Committee shall consist of not more than nine (9) members appointed by Council as follows:

Voting Members

- One (1) member of Council, who shall be appointed Chair.

- Eight (8) members who are residents and/or ratepayers of the Municipality. All members being a minimum of 18 years of age, not an employee of the Municipality, and representing various segments of the community.
- ~~Each of the following organizations will have the option of appointing one member: Powassan Minor Hockey Association, Trout Creek Booster Club, Powassan Lions Club, Trout Creek Lions Club. Should a member not be appointed by the organization, that seat will be open to a member of the public. All nine (9) Committee Members will be voting members.~~
- Established Recreational Organizations from within the Municipality will have the option of appointing one (1) member. Should an organization choose to not appoint a member to represent them on the Committee, that seat will be open to a member of the public. All nine (9) Committee Members will be voting members.
- In the event of a dispute over an appointment to the Board between a member of the public and an appointee by a Recreational Organization, the appointment would go to the Recreational Organization's appointee.
- Quorum of the committee is set at five (5) voting members including the Chair or Vice Chair, four (4) other voting members.
- The Mayor will be included as an ex-officio member. The Mayor shall have the same rights, including voting, as other committee members, but is not obligated to attend meetings. As an ex-officio member, the Mayor shall not be counted in determining the quorum of the Committee, however, if the Mayor is in attendance, they can be included in determining if the Committee has quorum present.

Non-Voting Staff Members

- The Administrator or designate shall be a staff liaison to the Committee and shall be a non-voting member.
- A Recording Secretary shall be a non-voting member and may also be the designate staff liaison.

6. Member Appointments

When appointing members to the Committee, Council will consider diversity of recreation interests, residency and qualifications to fulfill the Committee Mandate.

Those appointed to the Municipal Recreation Committee by Council will be:

- Actively involved with recreation, arts & culture, and service clubs;
- From a broad spectrum of the community and representing a cross-section of the recreation activities and community groups involved including, but not limited to:
 - Youth (aged 15–24)
 - Seniors
 - Local sports or cultural organizations
 - Volunteers or event organizers
 - Rural area representatives
- Strong proponents for recreation and community usage of parks, trails and facilities.

7. Term of Appointment

- Committee Members shall be appointed through a public appointment process by Council for one (1) Council term. Council has discretion in filling any vacancy by appointment for the remainder of the term.
- A Committee position may become vacant by way of resignation, disqualification or by being absent from meetings of the Committee.

- If a Committee Member is absent for four (4) consecutive meetings or for six meetings in one (1) year, the Recording Secretary will contact the member and notify them of the impending vacancy. After such time, the position may be declared vacant, and the Committee may make a recommendation to Council to appoint a new member to fill the vacated position through a public appointments process.
- Council has the right to remove Committee Members who:
 - No longer meeting the Mandate of the Committee;
 - Do not follow Municipal policies or Code of Conduct;
 - Act in a manner that compromises the integrity, impartiality, or reputation of the Municipality or the Municipal Recreation Committee.
 - Engage in conduct, including public statements, social media posts, or actions, that brings the Municipality into disrepute.

8. Subcommittees

The Municipal Recreation Committee may appoint subcommittees as it deems necessary to fulfill the Mandate.

9. Meetings

The Committee will meet, **at the minimum**, quarterly on the third Wednesday of the month at 7:00 p.m. or at the call of the Chair. Committee meetings shall stand adjourned at 9:00 p.m. unless a motion is passed by a majority vote to continue the meeting. Once meeting dates are finalized, they will be posted on the Municipal website at www.powassan.net.

10. Authority

The Committee or any member of the Committee does not have the authority to communicate with other levels of government on behalf of the Municipality of Powassan, to take a position on behalf of the Municipality or to authorize any expenditures against the Municipality. The Committee or any Member of the Committee does not have authority to direct staff or any recommendations requiring implementation, reports, or staff actions as such activities must first be considered by Council before any action by staff may be taken. Members do not have the authority to speak publicly (e.g. to the media) on behalf of the Committee unless so directed by Council.

11. Remuneration

The Municipal Recreation Committee is a volunteer committee. There will be no remuneration.

12. Financial

- No debt or obligation shall be incurred by the Committee, and no payment shall be made by or on behalf of the Committee unless duly authorized by resolution of the Council of the Municipality of Powassan.
- The Committee may solicit or receive gifts or bequests of funds or services, to be donated to the Municipality and used for recreational purposes such as programs, equipment, or facilities, **as long as no debt or obligation shall be incurred by the Municipality in the receipt of the gifts, funds or services.**

13. Liability

In carrying out the provisions of this Bylaw, the Committee shall at all times be the agent of the Municipal Corporation and while acting bona fide within the limits of the authority of this Bylaw 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 shall authorize the Committee to incur any liability, debt, damages, or obligation for which the Municipal Corporation shall become liable without having previously obtained the consent of the Council of the Corporation of the Municipality of Powassan.

14. Force and Effect

That this Bylaw shall come into force and effect on the date of its passing and that Bylaw 2008-17 shall be repealed.

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

Mayor

Clerk

BYLAW NO. 2026-XX

SCHEDULE “A”

MUNICIPAL RECREATION COMMITTEE

TERMS OF REFERENCE

1. Purpose

The Municipal Recreation Committee serves as a volunteer advisory body to the Council of the Municipality of Powassan. It is dedicated to promoting and supporting recreational, cultural, and leisure opportunities that strengthen community well-being, engagement, and quality of life.

This committee helps ensure that recreational decisions reflect the values, needs, and capacities of the Municipality.

2. Objectives

The Committee will:

- Recommend recreation programs and initiatives that reflect the interests and capacity of the local community.
- Encourage volunteerism, partnerships, and citizen involvement in recreation and events.
- Support equitable and inclusive access to recreational opportunities for residents of all ages and abilities.
- Provide input on the maintenance, use, and improvement of local parks, trails, halls, and other community spaces.
- Assist in developing a vision or long-term recreation strategy that is feasible and sustainable.

3. Scope of Work

- Review community needs, facility usage, and programming gaps and bring forward recommendations to Council.
- Act as a liaison between Council and local residents on recreation-related matters.
- Support grant writing, fundraising efforts, and community engagement campaigns when appropriate.
- Collaborate with schools, service clubs, seniors' groups, youth, and local organizations.
- Promote participation in municipal and regional events, seasonal programming, and heritage or cultural celebrations.

4. Membership

The Committee shall consist of seven (7) to nine (9) members appointed by Council, representing a mix of ages, interests, and areas of the municipality, including one (1) member of Council who will be voted Chair.

Where possible, representation will include:

Youth (aged 15–24)

Seniors

Local sports or cultural organizations

Volunteers or event organizers

Rural area representatives

The Municipal Administrator or designate will attend meetings in a non-voting support role. A member of staff will be the recording secretary. This member may also be the Administrative designate.

5. Term of Appointment

The term will run concurrently with the Council term.

6. Meetings

- The Committee shall meet quarterly or as needed, depending on seasonal or project needs. A quorum will consist of a simple majority of members.
- Meetings may be informal, but minutes or summary notes must be recorded and shared with Council.

7. Authority and Decision-Making

The Committee functions in an advisory capacity only. It does not have authority to approve budgets, enter into contracts, or commit municipal funds. Recommendations will be forwarded to Council through the staff liaison or Council representative.

8. Reporting and Accountability

The Committee reports to Council through its staff liaison or designated Council member.

An Annual Summary Report will be submitted to Council each year outlining:

- Activities, successes, and challenges
- Community feedback or emerging needs
- Recommendations for the upcoming year

9. Values and Principles

- Community-Driven: Local knowledge, volunteerism, and grassroots involvement guide recreation development.
- Inclusive and Accessible: Programs and facilities should be welcoming to people of all backgrounds, ages, and abilities.
- Sustainable: Initiatives should be achievable within limited budgets and built on strong partnerships and volunteer support.
- Responsive: The Committee should listen to resident feedback and help respond to changing needs or opportunities.



Briefing Note – Clark Street Paving Project

Date: July 14 2026

To: Mayor and Council

From: Trevor Keefe, Manager of Operations

Subject: Award of Tender 2026-04 – Asphalt Milling and Paving – Clark Street

Purpose

The purpose of this report is to obtain Council approval to award Tender 2026-04 – Asphalt Milling and Paving – Clark Street.

Background

Tender 2026-04 – Asphalt Milling and Paving – Clark Street was advertised on June 15, 2026. During the tender period, three addenda were issued to clarify the scope of work, respond to contractor inquiries, provide additional information to ensure consistent bidding, and extend the tender closing date by one week to July 7, 2026.

Three tenders were received prior to the revised closing deadline. During Staff's compliance review, one tender submission was determined to be non-compliant because the bidder did not acknowledge the issued addenda as required under the tender documents. Accordingly, that submission was not considered further.

Tender Results

Bidder	Tender Amount (Excluding HST)	Tender Amount (Including HST)
Pioneer Construction Inc.	\$306,000.00	\$345,780.00
Miller Paving Limited	\$356,026.68	\$402,310.15

Discussion

Staff completed a review of the tender submissions and determined that Pioneer Construction Inc. submitted the lowest compliant bid. Staff is satisfied that Pioneer Construction Inc. has the experience, resources, and capacity to complete the work in accordance with the tender specifications and proposed construction schedule.

The tendered amount is within the approved 2026 Capital Budget for the project.

Pioneer Construction has advised that construction is anticipated to commence in August 2026, with the work expected to be substantially completed by the end of August. The anticipated construction duration is approximately seven to ten business days, weather permitting.

The tender includes provisional unit price items for potential additional work. These items will only be utilized if proof rolling or excavation identifies localized areas requiring additional repair. Any provisional work will only be undertaken upon authorization by the Municipality and completed at the tendered unit prices.

Financial Impact

The base contract amount is \$306,000.00 plus applicable HST (\$345,780.00 including HST). Funding for this project is included in the approved 2026 Capital Budget. Should localized roadway deficiencies be identified during construction, provisional items may be utilized as required in accordance with the approved project budget.

Operational Considerations

Construction will require temporary lane restrictions and traffic control throughout the project. Staff will coordinate the work with the contractor to minimize disruption to residents and local traffic and provide advance notice where practical.

Recommendation

That Council award Tender 2026-04 – Asphalt Milling and Paving – Clark Street to Pioneer Construction Inc., being the lowest compliant bidder, in the amount of \$306,000.00 plus applicable HST (\$345,780.00 including HST).

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NUMBER 2026-xx

A Bylaw to Implement an Administrative Monetary Penalty System in the Municipality of Powassan

Whereas the Municipality of Powassan is authorized under section 434.1 (1) of the *Municipal Act*, 2001, S.O. 2001, c. 25, to establish a system of administrative penalties for contraventions of municipal Bylaws;

And Whereas section 102.1 of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, provides that a municipality may require a Person to pay an Administrative Monetary Penalty if the municipality is satisfied that the person has failed to comply with any *Bylaws* respecting the parking, standing or stopping of vehicles;

And Whereas section 391 of the *Municipal Act*, 2001 enables the Municipality to pass Bylaws imposing fees or charges on any class of Person(s) for services or activities provided or done by or on behalf of it;

And Whereas section 434.2 of the *Municipal Act*, 2001, S.O. 2001, c. 25, provides that an Administrative Monetary Penalty imposed by the Municipality on a Person(s) constitutes a debt of the person to the Municipality;

And Whereas sections 23.2, 23.3 and 23.5 of the *Municipal Act*, 2001 authorize the Municipality to delegate its administrative and hearing powers; and,

And Whereas Ontario Building Code section 15.4.1 (1), states that a Municipality may require a Person(s), subject to such conditions as the Municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with,

- a) a Bylaw of the Municipality passed under section 15.1; or
- b) an order of an officer under subsection 15.2 (2) as deemed confirmed or as confirmed or modified by the committee or a judge under section 15.3. 2017, c. 34, Sched. 2, s. 10.

And Whereas the Council for The Corporation of the Municipality of Powassan considers it desirable and necessary to provide for a system of administrative penalties and administrative fees for the designated Municipal Bylaws, or portions of the designated Municipal Bylaws;

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

1. That the following schedules attached hereto form part of this Bylaw:
Schedule I – Designated Bylaws & Administrative Monetary Penalty Amounts

Schedule II – Administrative Fees

Schedule III – Administrative Monetary Penalty System (AMPS) Request Form

2. That the Conflict of Interest in Relation to the AMPS Policy #ADM-001 for The Municipality of Powassan, attached hereto as Schedule ‘IV’ and forming part of this Bylaw be adopted.
3. That the Prevention of Political Interference to the AMPS Policy #ADM-002 for The Municipality of Powassan, attached hereto as Schedule ‘V’ and forming part of this Bylaw be adopted.
4. That the Public Complaints Respecting Administration of the AMPS Policy #ADM-003 for The Municipality of Powassan, attached hereto as Schedule ‘VI’ and forming part of this Bylaw be adopted.
5. That the Financial Management and Reporting in relation to the AMPS Policy #ADM-004 for The Municipality of Powassan, attached hereto as Schedule ‘VII’ and forming part of this Bylaw be adopted.
6. That the Financial Hardship in relation to the AMPS Policy #ADM-005 for The Municipality of Powassan, attached hereto as Schedule ‘VIII’ and forming part of this Bylaw be adopted.
7. That the Administrative Procedures in relation to the AMPS Policy #ADM-006 for The Municipality of Powassan, attached hereto as Schedule ‘IX’ and forming part of this Bylaw be adopted.
8. That this Bylaw shall come into full force and effect upon its final passing.

1.0 Definitions

1.1 In this Bylaw:

“Administrative Fee” means any fee specified in this Bylaw or set out in Schedule ‘B’;

“Administrative Penalty” means an administrative penalty established by this Bylaw or set out in the attached Schedule(s) for a contravention of a designated Bylaw;

“AMPS” means Administrative Monetary Penalty System;

“Clerk” means the Municipal Clerk, their delegate, or anyone designated by the Clerk to perform duties pursuant to the Administrative Monetary Penalty System;

“Council” means the Council of The Corporation of the Municipality of Powassan;

“Day” means any calendar day;

“Designated Bylaw” means a Bylaw or a part or provision of a Bylaw, that is designated under this or any other Bylaw, and is listed in the attached Schedule ‘I’ to which the AMPS applies;

“Hearing Non-Appearance Fee” means an Administrative Fee established by the Municipality from time to time in respect of a Person’s failure to appear at the time and place scheduled for a review before a Hearing Officer and listed in Schedule ‘II’;

“Hearing Decision” means a notice that contains a decision made by a Hearing Officer;

“Hearing Officer” shall mean a Person who performs the duties of Hearing Officer as set out in section 5 of this Bylaw and meeting the requirements that a Hearing Officer cannot be a Member of Council or a Municipal Employee. The Hearing Officer shall have knowledge of and experience in administrative law; such as a lawyer, retired lawyer, paralegal, retired paralegal, retired police officer, retired municipal clerk or retired municipal deputy clerk;

“Holiday” means a Saturday, Sunday, any statutory holiday in the Province of Ontario or any Day the offices of the Municipality are officially closed for business;

“Late Payment Fee” means an Administrative Fee established by the Municipality from time to time in respect of a Person’s failure to pay an Administrative Penalty within the time prescribed in this Bylaw and listed in Schedule ‘II’;

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

“NSF Fee” means an Administrative Fee established by the Municipality from time to time in respect of payment by negotiable instrument received by the Municipality from a Person for payment of any Administrative Penalty or Administrative Fee, for which there are insufficient funds available in the account on which the instrument was drawn, as listed in Schedule ‘II’;

“Officer” means a Municipal Bylaw Enforcement Officer, Police Officer, Fire Chief or designate appointed by the Municipality to administer and enforce this Bylaw;

“Penalty Notice” means a notice given to a Person pursuant to section 3.0 of this Bylaw;

“Penalty Notice Date” means the date of the contravention specified on the Penalty Notice, in accordance with section 3.0 of this Bylaw;

“Penalty Notice Number” means the reference number specified on the Penalty Notice that is unique to that Penalty Notice, in accordance with section 3.0 of this Bylaw;

“Person” includes an individual or a business name, sole proprietorship, corporation, partnership, or limited partnership, or an authorized representative thereof;

“Request for Review by Hearing Officer” means the request which may be made in accordance with section 5.0 of this Bylaw for the review of a Screening Decision;

“Request for Review by Screening Officer” means the request made in accordance with section 4.0 of this Bylaw for the review of a Penalty Notice;

“Review by Hearing Officer” and **“Hearing”** means the process set out in section 5.0 of this Bylaw;

“Review by Screening Officer” and **“Screening Review”** means the process set out in section 4.0 of this Bylaw;

“Screening Decision” means a notice which contains the decision of a Screening Officer, delivered in accordance with Section 4.12 of this Bylaw;

“Screening Non-appearance Fee” means an Administrative Fee established by the Municipality from time to time in respect of a Person’s failure to appear at the time and place scheduled for a review before a Screening Officer and listed in Schedule “II”; and;

“Screening Officer” means a person from time to time appointed pursuant to this Bylaw who performs the duties of Screening Officer as set out in section 4.0 of this Bylaw and meeting the requirements that a Screening Officer cannot be a Member of Council; a Screening Officer may be a staff member provided that they have no jurisdiction in their job duties that relate in any type of enforcement capacity.

“Vehicle” includes a motor vehicle, automobile, bicycle, motorcycle, boat, motor vehicle trailer, traction engine, farm tractor, road building machine and any vehicle propelled or driven by any kind of power including muscular power and such additional definitions as set out in the *Highway Traffic Act*.

2.0 Application of this Bylaw

2.1 The Municipal Bylaws, or portions of Municipal Bylaws, listed in the attached Schedule ‘I’ of this Bylaw shall be Designated Bylaws for the purposes of sections 102.1 and 151 of the *Municipal Act* and paragraph 3(1)(b) of the Regulation. The attached Schedule ‘I’ sets out the Administrative Penalty and may include short form language to be used on Penalty Notices, for the contraventions of Designated Bylaws.

2.2 Schedule ‘II’ of this Bylaw shall also set out Administrative Fees imposed for the purposes of this Bylaw.

3.0 Penalty Notices

3.1 Every Person in contravention of a Designated Bylaw shall upon issuance of a Penalty Notice be liable to pay the Municipality an Administrative Penalty in the amount specified in the attached Schedule ‘I’ to this Bylaw.

3.2 An Officer who has reason to believe that a Person(s) has contravened any Designated Bylaw may issue a Penalty Notice as soon as reasonably practicable.

3.3 A Penalty Notice may include the following information:

- (a) the vehicle licence plate number or vehicle identification number;
- (b) the Penalty Notice Date;

- (c) a Penalty Notice Number;
- (d) the date on which the Administrative Penalty is due and payable;
- (e) the identification number and signature of the Officer;
- (f) the name of the person penalized;
- (g) the description of the contravention wording, as listed in the attached Schedules, or other particulars reasonably sufficient to indicate the nature of the contravention;
- (h) the amount of the Administrative Penalty;
- (i) such additional information as the Clerk determines is appropriate, respecting the process by which a Person may exercise the right to request a Screening Review of the Administrative Penalty; and;
- (j) a statement advising that an unpaid Administrative Penalty, including any applicable Administrative Fee(s), will constitute a debt of the Person to the Municipality unless cancelled pursuant to Screening Review or Hearing process.

3.4 In addition to the service methods provided in section 6 “Service of Documents” of this Bylaw, an Officer may serve the Penalty Notice on a Person by delivering it personally to the Person contravening the Bylaw at the time of the offence.

3.5 No Officer may accept the payment of an Administrative Penalty or Administrative Fee.

3.6 A Person who is served with a Penalty Notice and who does not pay the amount of the Administrative Penalty on or before the date on which the Administrative Notice is due and payable, shall also pay the Municipality any applicable Administrative Fee(s).

4.0 Review by Screening Officer

4.1 A Person who is served with a Penalty Notice may request that the Administrative Penalty be reviewed by a Screening Officer and shall do so on or before the date on which the Administrative Penalty is due and payable, and in accordance with the process set out in Section 4.4.

4.2 If a Person has not requested a Screening Review on or before the date on which the Administrative Penalty is due and payable, the Person may request that the Screening Officer extend the time to request a Screening Review to a date that is no later than forty-five (45) days after the Penalty Notice Date, in accordance with the process set out in Section 4.4.

4.3 A Person’s right to request an extension of time for a Screening Review expires, if it has not been exercised, on or before forty-five (45) days after the Penalty Notice Date, at which time:

- a) the Person shall be deemed to have waived the right to request a Screening Review or request an extension of time for a Screening Review; and,
- b) the Administrative Penalty shall be deemed to be confirmed on the sixteenth (16th) day following the service of the Penalty Notice Date; and,
- c) the Administrative Penalty shall not be subject to any further review, including a review by any Court.

4.4 A Person's Request for Review by a Screening Officer or request for an extension of time to request a Screening Review is exercised by:

- a) a submission in writing to the Clerk or Designate of a Request for Review by a Screening Officer or request for an extension of time to request a Screening Review; in the prescribed form and in accordance with the directions on the prescribed form, attached as Schedule "III".

4.5 A Request for Review by Screening Officer of an Administrative Penalty or a request for an extension of time to request a Screening Review shall include the Penalty Notice Number and the Person's contact information.

4.6 A Request for Review by Screening Officer or a request for an extension of time to request a Screening Review shall only be scheduled by the Bylaw Enforcement Department if the Person makes the request on or before the dates established by Sections 4.1 of this Bylaw.

4.7 On a request for an extension of time to request a Screening Review, the Bylaw Enforcement Department may only extend the time to request a Screening Review where the Person demonstrates, on a balance of probabilities, the existence of extenuating circumstances that warrant the extension of time.

4.8 Where an extension of time to request a Screening Review is not granted by the Bylaw Enforcement Department, the Administrative Penalty and any applicable Administrative Fee(s) are deemed to be confirmed.

4.9 Where a Person fails to attend at the time and place scheduled for a Screening Review of an Administrative Penalty:

- a) the Person shall be deemed to have abandoned the request for a Screening Review of the Administrative Penalty;
- b) the Administrative Penalty as set out in the Penalty Notice shall be deemed to be confirmed on the sixteenth (16th) day following the service of a Penalty Notice Date;
- c) the Administrative Penalty shall not be subject to any further review, including a review by any Court; and
- d) the Person shall pay to the Municipality a Screening Non-Appearance Fee and any other applicable Administrative Fee(s).

4.10 On a review of an Administrative Penalty, the Screening Officer may:

- a) affirm the Administrative Penalty; or
- b) cancel, reduce or extend the time for payment of the Administrative Penalty, including any Administrative Fee(s), on the following grounds:
- c) where the Person establishes on the balance of probabilities that they did not contravene the Designated Bylaw(s) as described in the Penalty Notice; or
- d) where the Person establishes on a balance of probabilities that the cancellation, reduction or extension of time for payment of the Administrative Penalty, including any Administrative Fee(s), is necessary to relieve any undue hardship.

4.11 On a Screening Review of an Administrative Penalty, before making a decision, a Screening Officer shall conduct an interview with the Person.

4.12 After a Review by a Screening Officer, the Screening Officer shall deliver a Screening Decision to the Person, in accordance with Section 6.0 of this Bylaw.

4.13 A Screening Officer has no authority to consider questions relating to the validity of a statute, regulation or Bylaw or the constitutional applicability or operability of any statute, regulation or Bylaw.

5.0 Review by Hearing Officer

5.1 A Person may Request a Review by a Hearing Officer during the Screening Review.

5.2 If a Person has not made a Request for Review by Hearing Officer at the time of the Screening Review, the Person may make a Request for Review by Hearing Officer before the due and payable date for the Administrative Penalty listed on the Screening Decision.

5.3 The Person's right to Request for Review by Hearing Officer expires if it has not been exercised on or before the due and payable date for the Administrative Penalty listed on the Screening Decision, at which time:

- a) the Person shall be deemed to have waived the right to Request for Review by Hearing Officer;
- b) the Screening Decision and the Administrative Penalty and any Administrative Fee(s), if applicable, as modified in the Screening Decision, shall be deemed to be confirmed; and
- c) the Screening Decision and Administrative Penalty shall not be subject to any further review, including a review by any Court.

5.4 A Person's Request for Review by Hearing Officer is exercised by:

- a) a submission in writing to the Bylaw Enforcement Office for a Request for Review by a Hearing Officer, or request for an extension of time to request a Hearing; or
- b) attending in person at the location listed on the Screening Decision to make Request for Review by a Hearing Officer or request an extension of time to request a Hearing;

or

- c) calling the telephone number listed on the Screening Decision to make a Request for Review by Hearing Officer or request an extension of time to request a Hearing.

5.5 A Request for Review by Hearing Officer shall only be scheduled by the Bylaw Enforcement Department if the Person makes the request within the time limits set out in section 5.0 of this Bylaw.

5.6 Where a Person fails to appear at the time and place scheduled for a Hearing:

- a) the Person shall be deemed to have abandoned the Hearing for review of a Screening Decision;
- b) the Screening Decision and the Administrative Penalty and any Administrative Fee(s) shall be deemed to be confirmed;
- c) the Screening Decision and the Administrative Penalty and any Administrative Fee(s) shall not be subject to any further review, including a review by any Court; and
- d) the Person shall pay to the Municipality a Hearing Non-appearance Fee, Late Payment Fee and any other applicable Administrative Fee(s).

5.7 On a review of a Screening Decision, the Hearing Officer may:

- a) confirm the Screening Decision; or
- b) cancel, reduce or extend the time for payment of the Administrative Penalty, including any Administrative Fee(s), on the following grounds:
 - i. where the Person establishes on a balance of probabilities that they did not contravene the Designated Bylaw(s) as described in the Penalty Notice; or
 - ii. where the Person establishes on a balance of probabilities that the cancellation, reduction or extension of time for payment of the Administrative Penalty, including any Administrative Fee(s), is necessary to relieve any undue hardship.

5.8 A Hearing Officer shall not make any decision respecting a review of a Screening Decision unless the Hearing Officer has given the Person and a representative of the Municipality an opportunity to be heard at the time and place scheduled for the Hearing.

5.9 All Hearings by a Hearing Officer shall be conducted in accordance with the *Statutory Powers and Procedures Act*, R.S.O. 1990, c. S.22, as amended.

5.10 A Hearing Officer has no authority to consider questions relating to the validity of a statute, regulation or Bylaw or the constitutional applicability or operability of any statute, regulation or Bylaw.

5.11 After a Hearing is complete, the Hearing Officer shall deliver to the Person a Hearing Decision, in accordance with Section 6.0 of this Bylaw.

5.12 The decision of a Hearing Officer is final.

5.13 An individual who receives an upheld decision in a review by a Hearing Officer in relation to a Penalty Notice issued through AMPS shall be responsible for an additional Adjudication fee.

6.0 Service of Documents

6.1 The service of any document, notice or decision, including a Penalty Notice, pursuant to this Bylaw, when served in any of the following ways, is deemed effective:

- a) immediately, when a copy is delivered to the Person to whom it is addressed;
- b) on the seventh (7th) Day following the date a copy is sent by regular/registered mail to the Person's last known address;
- c) immediately upon the conclusion and sent confirmation of a copy by facsimile transmission to the Person's last known facsimile transmission number; or
- d) immediately upon sending a copy by electronic mail (i.e. e-mail) to the Person's last known electronic mail address.

6.2 For the purposes of subsections 6.1 (b), (c) and (d) of this Bylaw, a Person's last known address, facsimile number, and electronic mail address includes an address, facsimile number and electronic mail address provided by the Person to the Municipality as may be required by a form, practice or policy under this Bylaw.

6.3 If a notice document that has been given or delivered to a Person under this Bylaw is mailed to the Person at the Person's last known address appearing on the records of the Municipality as part of a proceeding under this Bylaw, or sent electronically to an email address that was provided by the Person, there is an irrebuttable presumption that the notice or document was given or delivered to the Person.

7.0 Administration

7.1 The Clerk, their delegate, or anyone designated by the Clerk shall administer this Bylaw and establish any additional practices, policies and procedures necessary to implement this Bylaw and may amend such practices, policies and procedures from time to time as they deem necessary, without amendment to this Bylaw.

7.2 The Clerk, their delegate, or anyone designated by the Clerk shall prescribe all forms and notices, including the Penalty Notice, necessary to implement this Bylaw and may amend such forms and notices from time to time as they deem necessary, without amendment to this Bylaw.

7.3 An Administrative Penalty, including any Administrative Fee(s), that is confirmed or reduced, or in respect of which the time for payment has been extended, remaining unpaid after the date when it is due and payable, constitutes a debt to the Municipality owed by the Person.

- a) Pursuant to subsections 398 (1) and (2) of the *Municipal Act*, where an Administrative Penalty, including any Administrative Fees(s) remain unpaid after the final date on which it is payable as specified in the Penalty Notice, the Administrative Penalty, including any Administrative Fees(s) shall be deemed to be unpaid taxes and the outstanding amount shall be added to the tax roll and collected in the same manner as municipal taxes.

7.4 Where an Administrative Penalty is not paid by the date on which the Administrative Penalty is due and payable; the Person shall pay to the Municipality a Late Payment Fee, in addition to the Administrative Penalty and any applicable Administrative Fee(s).

7.5 Where a Person makes payments to the Municipality of any Administrative Penalty, Administrative Fee(s) or Late Payment Fee(s), by negotiable instrument, for which there are insufficient funds available in the account on which the instrument was drawn, the Person shall pay to the Municipality the NSF Fee set out in the Municipality's Fees Bylaw.

7.6 Where an Administrative Penalty is cancelled by a Screening Officer or Hearing Officer, any Administrative Fee(s) are also cancelled.

7.7 Any time limit that would otherwise expire on a Holiday is extended to the next day that is not a Holiday.

7.8 A Person claiming financial hardship under this Bylaw shall provide documented proof of the financial hardship to the Clerk, their delegate, or anyone designated by the Clerk, the Screening Officer or the Hearing Officer, as applicable.

7.9 Any schedule attached to this Bylaw forms part of this Bylaw.

8.0 Severability

8.1 Should any provision or any part of a provision of this Bylaw be declared invalid, or to be of no force and effect, by a court of competent jurisdiction, it is the intent of Council that such a provision or part of a provision shall be severed from this Bylaw, and every other provision of this Bylaw shall be applied and enforced in accordance with its terms to the extent possible according to law.

9.0 Interpretation

9.1 The provisions in Part VI of the *Legislation Act*, 2006, S.O. 2006, c.21, Sched. F, shall apply to this Bylaw.

10.0 Short Title

10.1 This Bylaw may be referred to as the AMPS Bylaw.

11.0 Consequential Amendments

11.1 That the following list of Bylaws be amended by the described Schedules.

- a) Bylaw 2025-14 – To Regulate and Govern Animals including Exotic Animals is

hereby amended by Schedule “X” of this Bylaw.

- b) Bylaw 2024-03 – To Regulate Special Events on Municipal Highways is hereby amended by Schedule “XI” of this Bylaw.
- c) Bylaw 2023-12 – To Regulate Filming Activity on Municipal Property is hereby amended by Schedule “XII” of this Bylaw.
- d) Bylaw 2023-13 – Backyard Chickens is hereby amended by Schedule “XIII” of this Bylaw.
- e) Bylaw 2023-19 – To Regulate Use and Care of Roads is hereby amended by Schedule “XIV” of this Bylaw.
- f) Bylaw 2020-03 – Snow Removal is hereby amended by Schedule “XV” of this Bylaw.
- g) Bylaw 2019-07 – Open Air Burning is hereby amended by Schedule “XVI” of this Bylaw.
- h) Bylaw 2018-47 - Smoking is hereby amended by Schedule “XVII” of this Bylaw.
- i) Bylaw 2017-09 – Municipal Parks and Recreation Areas is hereby amended by Schedule “XVIII” of this Bylaw.
- j) Bylaw 2016-10 – Clean Yards is hereby amended by Schedule “XIX” of this Bylaw.
- k) Bylaw 2009-12 – Water and Sewer Regulations Bylaw is hereby amended by Schedule “XX” of this Bylaw.
- l) Bylaw 2008-23 – Sign Bylaw is hereby amended by Schedule “XXI” of this Bylaw.
- m) Bylaw 2005-10 – To Regulate the Use of Water is hereby amended by Schedule “XXII” of this Bylaw.
- n) Bylaw 2001-29 – To Control Noise Emission is hereby amended by Schedule “XXIII” of this Bylaw.
- o) Bylaw 2001-30 – Wrecking Yard and Dealer in Second-Hand Goods is hereby amended by Schedule “XXIV” of this Bylaw.
- p) Bylaw 2001-31 – To License Mobile Food Vendors, Hawkers, and Pedlers is hereby amended by Schedule “XXV” of this Bylaw.
- q) Bylaw 2026-XX – To Prohibit or Regulate Parking is hereby amended by schedule “XXVI” of this Bylaw.

Administrative Corrections

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.

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

Mayor

Clerk

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

**SCHEDULE “I”
TO BYLAW NUMBER 2026-xx**

Administrative Monetary Penalty Bylaw for Designated Bylaws

Designated Bylaws:

Animals Including Exotic Animals Bylaw
Special Events on Municipal Highways Bylaw

Film Bylaw

Backyard Chickens Bylaw

Use and Care of Roads Bylaw

Snow Removal Bylaw

Open Air Burning Bylaw

Smoking Bylaw

Parks Bylaw

Clean Yards Bylaw

Water and Sewer Regulations Bylaw

Sign Bylaw

Use of Water Bylaw

Noise Bylaw

Wrecking Yards and Dealers in Second-Hand Goods Bylaw

Mobile Food Vendors, Hawkers and Pedlars Bylaw

Parking Bylaw

1. For the purposes of Section 2 of this Bylaw, Column 1 in the following Table lists the provisions in the Designated Bylaw identified in the Schedule, as amended.
2. Column 2 in the following Table sets out the short form wording to be used in a Penalty Notice for the contravention of the designated provisions listed in Column 1.
3. Column 3 in the following Table sets out the Administrative Penalty amount that is payable for contraventions of the designated provisions listed in Column 1.

**SCHEDULE “I”
To BYLAW # 2026-xx**

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2025-14 Animals Including Exotic Animals**

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Owner fails to purchase required dog licence	s. 2.1	\$100.00
2	Owner possesses more than three dogs per household	s. 4.1	\$100.00
3	Owner permit dog to be at large	s. 5.1	\$100.00
4	Owner permit dog to trespass on private or public property	s. 5.3	\$100.00
5	Owner fails to leash dog on public property/roadway	s. 5.4	\$100.00
6	Owner fails to pick up excrement forthwith	s. 5.10	\$100.00
7	Owner of a restricted dog fail to confine dog/prevent escape of restricted dog	s. 6.2(a)(b)	\$300.00
8	Owner permit dog to attack person/domestic animal	s. 7.1	\$500.00
9	Owner fails to keep dog in sanitary conditions	s. 8.0	\$500.00
10	Owner possess more than six cats per household	s. 16.1	\$100.00
11	Owner permit cat to be at large	s. 17.1	\$100.00
12	Owner permit cat to trespass on private or public property	s. 17.2	\$100.00
13	Own/harbour/possess/keep/sell/offer for sale any animal listed	s. 19.1	\$500.00

14	Keep fox(es) within the limits of the municipality	s. 20.1	\$100.00
15	Keep mink(s) within the limits of the municipality	s. 20.2	\$100.00
16	Owner fails to secure any domestic animals, not including dogs, cats, domestic fowl	s. 20.3	\$100.00
17	Interfere/obstruct Municipal Law Enforcement Officer/Provincial Offences Officer/Police Officer or another appointed agent	s. 22.2	\$500.00
18	Owner fail to comply with an order issued	s. 22.3	\$500.00

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2024-03 Special Events on Municipal Highways**

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Temporarily close a municipal highway without a permit	s. 2.1	\$120.00
2	Provide false information on a permit application	s. 4.1	\$100.00

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2023-12 Filming in the Municipality**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1.	Occupy municipal property for filming not in accordance with a permit	s. 2(1)	\$500.00
2.	Cause/allow/permit filming on municipal	s. 4(1)(a)	\$500.00

	property not in accordance with a permit		
3.	Participate in filming on municipal property not in accordance with a permit	s. 4(1)(b)	\$500.00
4.	Fail to observe the filming guidelines	s. 4(1)(c)	\$500.00

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2023-13 Backyard Chickens**

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Permit chicken to be at large	s. 3	\$100.00
2	Keep a rooster on a lot smaller than 2 hectares	s. 4	\$300.00
3	Keep more than 5 chickens on property smaller than 2 hectares	s. 5	\$100.00
4	Keep chicken coop in area other than rear yard	s. 6.1	\$100.00
5	Keep chicken coop that fails to fully enclose the chickens and prevent escape	s. 6.2	\$100.00
6	Keep chicken coop within 5 meters or rear lot line	s. 7.1	\$200.00
7	Keep chicken coop within 5 meters of side lot line	s. 7.2	\$200.00
8	Fail to dispose of dead chickens within 24 hours	s. 8	\$100.00
9	Fail to have hygienic storage/prompt removal of feces	s. 9	\$100.00
10	Fail to provide at least 0.37m ² of coop floor area	s. 10.1a	\$100.00
11	Fail to provide at least 0.92m ² of roofed outdoor enclosure	s. 10.1b	\$100.00
12	Fail to keep each hen in the enclosed area at all times	s.10.4	\$100.00
13	Fail to provide each hen with food	s. 10.5a	\$200.00

14	Fail to provide each hen with water	s. 10.5b	\$200.00
15	Fail to provide each hen with shelter	s. 10.5c	\$200.00
16	Fail to provide each hen with light	s. 10.5d	\$200.00
17	Fail to provide each hen with ventilation	s. 10.5d	\$200.00
18	Fail to provide each hen with veterinary care	s. 10.5e	\$200.00
19	Fail to provide each hen with opportunities for essential behaviours	s. 10.5f	\$200.00
20	Fail to maintain enclosure in sanitary/vermin free condition	s. 10.6	\$200.00
21	Fail to keep food/water container in each coop	s. 10.8	\$200.00
22	Fail to keep coop locked from sunset to sunrise	s. 10.9	\$100.00
23	Fail to remove leftover feed, trash and manure in a timely manner	s. 10.10	\$200.00
24	Fail to store manure within a fully enclosed container	s. 10.11a	\$200.00
25	Store more than 1 meter ³ of manure	s. 10.11b	\$200.00
26	Fail to remove all manure not used for fertilizing	s. 10.12	\$200.00
27	Fail to follow biosecurity procedures recommended by the Canadian Food Inspection Agency	s. 10.13	\$500.00
28	Sell eggs from backyard chicken	s. 10.14a	\$200.00
29	Sell manure from backyard chickens	s. 10.14b	\$200.00
30	Sell meat from backyard chicken	s. 10.14c	\$200.00
31	Sell other products derived from outdoor chickens	s. 10.14d	\$200.00
32	Slaughter or euthanize a chicken on property	s. 10.15	\$200.00
33	Dispose of a hen except by delivering it to a farm, abattoir, veterinarian or mobile slaughter unit	s. 10.16	\$200.00

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2023-19 Use and Care of Roads

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1.	Permit oils, chemicals or substances to be deposited or spilled on a highway	s. 3(1)(a)	\$500.00
2.	Deposit or cause to be deposited any snow or ice upon any portion of any road or bridge	s. 3(1)(b)	\$500.00
3.	Move snow within the road allowance from one side of the cleared portion of the road allowance	s. 3(1)(c)	\$500.00
4.	Relocate snow within the road allowance in such a manner as to encroach on the cleared portion of the road	s. 3(1)(d)	\$500.00
5.	Encumber or damage a highway by animals, vehicles, or other means.	s. 3(1)(f)	\$500.00
6.	Permit or allow any paper/container, to be blown from private property onto a highway.	s. 3(1)(g)	\$500.00
7.	Obstruct interfere with a culvert/drain/gutter/water course along or upon a highway.	s. 3(1)(h)	\$500.00
8.	Place a plank or other material in or over any gutter/ditch for the purposes of making a crossing	s. 3(1)(i)	\$500.00
9.	Walk upon/ride/drive, or load an animal, or move/ drive/run/propel a vehicle upon/over/across a newly constructed sidewalk or pavement before it has been opened for use by the public.	s. 3(1)(j)	\$500.00
10.	Set or carry fire on a highway.	s. 3(1)(k)	\$500.00
11.	Cause any material to be thrown or piled upon a highway.	s. 3(1)(l)	\$500.00
12.	Sell private property on highway	s. 3(1)(m)	\$500.00

	without approval		
13.	Move/cause to be moved vehicle equipped with cleats/flanges/tracks on wheels/rollers along traveled portion of highway	s. 3(1)(n)	\$500.00
14.	Urinate or defecate on any highway.	s. 3(1)(o)	\$500.00
15.	Remove barricade/notice or use temporarily closed highway	s. 3(1)(p)	\$500.00
16.	Remove/move a barricade/sign/light placed around any excavation in a highway.	s. 3(1)(q)	\$500.00
17.	Erect/maintain gate/door that opens/swings outward over any part of a sidewalk or highway.	s. 3(1)(r)	\$500.00
18.	Move/cause to be moved building/structure into/along/across Highway without approval	s. 3(1)(s)	\$500.00
19.	Owner/occupier of land permit tree/shrub/sapling/hedge/plant to extend over/upon highway	s. 3(2)	\$500.00
20.	Owner/operator of a parking station/parking lot/used car lot/automobile service station/mechanical car wash permit water used for washing or cleaning a motor vehicle to escape upon/overflow/run across/upon a highway.	s. 3(3)	\$500.00
21.	Break/dig up/destroy/damage the grass of a boulevard/a fence, or railing erected and maintained for the protection of the boulevard.	s. 3(4)	\$500.00
22.	Walk on boulevard	s. 3(5)	\$100.00
23.	Erect fence/construct wall/plant hedge in/over/upon highway	s. 3(6)	\$500.00
24.	Pull down/destroy/deface municipal infrastructure	s. 5(1)	\$500.00
25.	Permit floodlight to illuminate highway without approval	s. 6(1)	\$500.00
26.	Person hauling sand/stone/earth permit it to fall/spill/be deposited on highway	s. 11(2)	\$500.00
27.	Fail to remove mud/clay/lime/fertilizer/manure	s. 11(3)	\$500.00

	from wheels before entering highway		
28.	Haul earth/sand/stone in manner to permit damage to highway.	s. 11(4)	\$500.00

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2020-03 Snow Removal**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1.	Deposit/Cause/Permit snow, slush or ice to be deposited on highway or bridge	s. 2	\$155.00
2.	Move snow, slush or ice across a highway	s. 3	\$155.00
3.	Move snow, slush or ice within a highway in a manner that encroaches on the travel portion of the highway	s. 4	\$155.00
4.	Deposit snow, slush or ice in a manner that obstructs a fire hydrant	s. 5	\$155.00
5.	Deposit snow, slush or ice in a manner that obstructs drainage to a catch basin	s. 6	\$155.00
6.	Deposit snow on private property without permission of property owner.	s. 7	\$155.00
7.	Obstruct officer in performance of their duties under this Bylaw	s. 13	\$300.00

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2019-07 Open Air Burning

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision for Creating the offence	COLUMN 3 Administrative Monetary Penalty
1	Set fire to floating lantern	s. 3.1(4)	\$200.00
2	Sell/display for sale fireworks when prohibited	s. 3.1(5)	\$200.00
3	Sell/distribute fireworks to person less than 18 years of age	s. 3.1(6)	\$200.00
4	Set/maintain open air fire without valid permit	s. 3.2(1)	\$200.00
5	Set/maintain fire in contravention of any condition on permit	s. 3.2(2)	\$200.00
6	Discharge fireworks without permit	s. 3.2(3)	\$200.00
7	Discharge fireworks other than consumer class fireworks	s. 3.2(4)	\$400.00
8	Fail to provide permit to enforcement officer upon request	s. 3.2(5)	\$200.00
9	Set/Maintain non-recreational fire outside of prescribed time	s. 3.3(1)	\$200.00
10	Discharge fireworks outside of prescribed time	s. 3.3(1)	\$200.00
11	Set/maintain fire during municipal fire ban/restricted fire zone order	s. 3.4(3)	\$500.00
12	Discharge fireworks during municipal fire ban/restricted fire zone order	s. 3.4(4)	\$500.00
13	Burn grass	s. 3.5	\$200.00
14	Set/maintain fire when conditions unsafe	s. 3.6(1)	\$200.00
15	Discharge fireworks	s. 3.6(2)	\$200.00

	when conditions are unsafe		
16	Set/maintain fire when there is rain/fog	s. 3.6(3)	\$200.00
17	Set/maintain fire while smog alert has been issued	s. 3.6(4)	\$200.00
18	Set/maintain fire that causes a nuisance/hazard	s. 3.6(5)	\$200.00
19	Set/maintain fire on land, not being the owner thereof, without written permission of owner	s. 3.7(1)	\$200.00
20	Set fire on municipally owned land without permission	s. 3.7(2)	\$200.00
21	Discharge fireworks on land, not being the owner thereof, without written permission of owner	s. 3.7(3)	\$200.00
22	Discharge fireworks municipally owned land without permission	s. 3.7(4)	\$200.00
23	Fail to have means of extinguishment immediately available while burning	s. 3.8(1)(a)	\$200.00
24	Fail to ensure constant supervision/control over fire/fireworks	s. 3.8(1)(c)	\$200.00
25	Make unfounded/frivolous complaint regarding permitted fire	s. 3.9	\$200.00
26	Fail to ensure recreational fire is contained in a burning device no greater than 61cm by 61cm	s. 5.2(a)	\$200.00
27	Burn in recreational fire anything other than clean, dry, seasoned wood.	s. 5.2(b)	\$200.00
28	Burn wood with	s. 5.2(c)	\$200.00

	dimension greater than that of burning device		
29	Fail to ensure recreational fire completely confined to open air burning device	s. 5.2(d)	\$200.00
30	Fail to ensure open air burning device is located in safe area	s. 5.2(e)(i)	\$200.00
31	Fail to ensure open air burning device is at least 3 meters from adjacent property line	s. 5.2(e)(ii)	\$200.00
32	Fail to ensure open air burning device is at least 2 meters from any combustible structure or object	s. 5.2(e)(iii)	\$200.00
33	Set/maintain recreational fire when wind exceeds 15km/hr	s. 5.4	\$200.00
34	Fail to ensure non-recreational burn pile does not exceed 2meters in height or diameter	s. 6.1(2)(a)	\$200.00
35	Burn in non-recreational fire anything other than wood or yard waste	s. 6.1(2)(b)	\$200.00
36	Fail to ensure non-recreational fire is located in a safe area	s. 6.1(2)(c)(i)	\$200.00
37	Fail to ensure non-recreational fire is located at least 6 meters from any building/structure	s. 6.1(2)(c)(ii)	\$200.00
38	Fail to ensure non-recreational fire is located at least 6 meters from any property line	s. 6.1(2)(c)(iii)	\$200.00
39	Fail to ensure non-recreational fire is located at least 6 meters from combustible object	s. 6.1(2)(c)(iv)	\$200.00
40	Set/maintain non-recreational fire when	s. 6.2	\$200.00

	wind speed exceeds 15km/h		
41	Set/maintain agricultural fire between sunrise and sunset	s. 7.1(2)(a)	\$200.00
42	Fail to ensure agricultural fire is located at least 20 meters from any building or structure	s. 7.1(2)(c)(ii)	\$200.00
43	Fail to ensure agricultural fire is located at least 20 meters from any adjacent property line	s. 7.1(2)(c)(iii)	\$200.00
44	Set/maintain agricultural fire when wind speed exceeds 15km/h	s. 7.2	\$200.00
45	Discharge fireworks in unsafe area	s. 8.1(2)(a)(i)	\$200.00
46	Discharge fireworks within 20 meters from any building or structure	s. 8.1(2)(a)(ii)	\$200.00
47	Discharge fireworks within 20 meters of adjacent property line	s. 8.1(2)(a)(iii)	\$200.00
48	Discharge fireworks with 20 meters of any combustible object	s. 8.1(2)(a)(iv)	\$200.00
49	Discharge fireworks when wind velocity exceeds 15km/h	s. 8.2	\$200.00
50	Use gas fired outdoor appliance on balcony or rooftop above the first story of building	s. 9.1(2)	\$200.00
51	Use unapproved gas fired device	s. 9.1(3)(a)	\$200.00
52	Use fuel other than propane or natural gas on fuel-fired appliance	s. 9.1(3)(b)	\$200.00
53	Use gas fired appliance in unsafe area	s. 9.1(3)(c)	\$200.00
54	Fail to ensure gas fired	s. 9.1(3)(d)	\$200.00

	appliance is supervised by adult while in use		
55	Use barbeque on balcony or rooftop above the first story of building	s. 10.1(2)	\$200.00
56	Use fuel other than charcoal, briquettes, propane or natural gas in barbeque	s. 10.1(3)(a)	\$200.00
57	Use barbeque in unsafe area	s. 10.1(3)(b)	\$200.00
58	Barbeque not supervised by adult	s. 10.1(3)(c)	\$200.00
59	Hinder/obstruct enforcement officer	s. 11.1(2)	\$500.00
60	Fail to comply with order of enforcement officer	s. 11.3(2)	\$500.00

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2018-47 Smoking**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision creating or defining the offence	COLUMN 3 Administrative Monetary Penalty
1.	Smoke in an enclosed public space	s. 2(1)(a)	\$155.00
2.	Smoke in an enclosed workplace	s. 2(1)(b)	\$155.00
3.	Smoke outdoors on municipal property	s. 2(1)(c)	\$155.00
4.	Smoke outdoors within sports field	s. 2(1)(d)	\$155.00
5.	Smoke on land containing a playground	s. 2(1)(e)	\$155.00
6.	Smoke within 9 meters of an entrance to a municipal facility	s. 2(1)(f)	\$155.00
7.	Smoke where prohibited by a sign	s. 2(1)(g)	\$155.00

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2017-09 Parks

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision creating or defining the offence	COLUMN 3 Administrative Monetary Penalty
1.	Drive/ride/operate vehicle/skateboard/inline skates in park/recreation area where prohibited by signs	s. 4.1(1)	\$100.00
2.	Drive, ride or operate motor vehicle, e-scooter or horse drawn conveyance on multi-use pathway in park/recreation area	s. 4.1(2)	\$100.00
3.	Drive, ride or operate bicycle, motor vehicle or e-bike on hiking trail in park/recreation area	s. 4.1(3)	\$100.00
4.	Operate motor vehicle in park/recreation area except on roadway or authorized parking area	s. 4.1(4)	\$100.00
5.	Operate motor vehicle in park/recreation area between 10:00pm and 6:00am while unauthorized	s. 4.1(6)	\$100.00
6.	Make offensive verbal or physical gestures in park/recreation area	s. 4.1(7)(a)	\$100.00
7.	Make noise in park/recreation area likely to disturb other inhabitants/interfere with enjoyment	s. 4.1(7)(b)	\$100.00
8.	Urinate/defecate in park/recreation area except in designated washroom facility	s. 4.1(7)(c)	\$100.00
9.	Paint likeness, take picture, record video or audio of any persons in park/recreation area without consent	s. 4.1(9)	\$100.00
10.	Loiter in park or recreation area	s. 4.1(11)	\$100.00
11.	Hold or take part in unauthorized public meeting in park/recreation area	s. 4.1(13)	\$100.00
12.	Play or practice golf/strike golf ball in park/recreation area	s. 4.1(14)	\$100.00
13.	Enter or remain in park or recreation area between 10:00pm and 6:00am the following day without authorization	s. 4.1(15)	\$100.00
14.	Operate a motorized snow vehicle in park/recreation area except on designated trails	s. 4.1(16)	\$100.00
15.	Climb/damage/burn/pick/remove tree/flower/plant/roots/grass/soil/earth/rock in park/recreation area	s. 4.1(17)	\$100.00
16.	Cause/permit animal to damage tree/shrub/plant in park/recreation area	s. 4.1(18)	\$100.00
17.	Post sign/poster on tree/brush/shrub in park/recreation area	s. 4.1(19)	\$100.00
18.	Remove/break/deface/damage any	s. 4.1(20)	\$300.00

	building/monument/item belonging to the Municipality in park/recreation area		
19.	Fail to deposit refuse in containers provided/remove refuse from park/recreation area	s. 4.1(21)	\$100.00
20.	Cause/permit animal to enter into swimming area/spray pad in park/recreation area intended for humans only	s. 4.1(23)	\$100.00
21.	Remove or injure nest/egg of bird in park/recreation area	s. 4.1(25)	\$100.00
22.	Hinder/obstruct or attempt to hinder/obstruct any person exercising duty under this Bylaw	s. 4.1(26)	\$300.00
23.	Enter washroom/change room in park/recreation area set apart for opposite sex	s. 4.1(30)	\$100.00
24.	Loiter/engage in offensive conduct in washroom/change room in park/recreation area	s. 4.1(31)	\$100.00
25.	Permit dog to run at large in park/recreation area	s. 4.1(33)	\$100.00
26.	Fail to remove and dispose of excrement of dog under ownership/control in park/recreation area	s. 4.1(34)	\$100.00
27.	Interfere with event in park/recreation area authorized by Municipality	s. 4.1(35)	\$100.00
28.	Drive/ride e-bike in park/recreation area under motor power	s. 4.1(37)	\$100.00
29.	Operate e-bike in park/recreation area if under 16 years of age	s. 4.1(38)	\$100.00
30.	Operate e-bike in park/recreation area without wearing motorcycle helmet	s. 4.1(39)	\$100.00
31.	Throw stones in park/recreation area	s. 4.1(41)	\$100.00
32.	Ignite/discharge fireworks in park/recreation area without authorization	s. 4.1(42)	\$100.00
33.	Start/maintain fire in park/recreation area without approval	s. 4.3(1)	\$100.00
34.	Use sports field for game/practice without approval	s. 4.3(2)	\$100.00
35.	Erect tent/shelter/park trailer of any kind for overnight accommodation in park/recreation area without approval	s. 4.3(3)	\$100.00
36.	Hold organized gathering of more than 25 persons in park/recreation area without approval	s. 4.3(5)	\$100.00
37.	Hold gathering that obstructs vehicular traffic in park/recreation area without approval	s. 4.3(6)	\$100.00
38.	Ride/lead horse/pony/donkey/mule in area not designated without approval	s. 4.3(8)	\$100.00
39.	Drive/lead/use horse drawn wagon/sleigh in park/recreation area without approval	s. 4.3 (9)	\$100.00
40.	Post sign/poster in park/recreation area without approval	s. 4.3(10)	\$100.00
41.	Sell refreshments/merchandise in park/recreation	s. 4.3(11)	\$100.00

	area without approval		
42.	Use metal detector in park/recreation area without approval	s. 4.3(13)	\$100.00
43.	Solicit funds for any charities/organizations/individuals in park/recreation area without approval	s. 4.3(14)	\$100.00
44.	Allow dog/animal to enter building/change room in park/recreation area without approval	s. 4.3(16)	\$100.00
45.	Disturb/wound/kill/injure any animal in park/recreation area without approval.	s. 4.3(17)	\$100.00
46.	Use cellular phone/camera/recording device in change room/washroom in park/recreation area	s. 4.3(18)	\$100.00
47.	Contravene "Order to Discontinue Activity" in park/recreation area	s. 5.2(d)	\$300.00

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2019-10 Clean Yards**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Fail to ensure lands are kept free of domestic waste	s. 3.1	\$200.00
2	Fail to ensure grass and weeds are trimmed or cut to a height of 20 centimeters	s. 3.2	\$200.00
3	Store an inoperative motor vehicle or parts thereof upon land	s. 3.3.1	\$200.00
4	Hinder/obstruct enforcement officer	s. 4.3	\$200.00
5	Fail to comply with order of enforcement officer	s. 4.6	\$200.00

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2009-12 Water and Sewer**

ITEM	Column 1 Short Form Wording	Column 2 Provision Creating or Defining Offence	Column 3 Set Fine
1.	Connection prior to a permit being issued.	s. 4.7	\$300.00
2.	Failing to ensure that all connections to buildings containing commercial and industrial uses include a “grease trap”	s. 7.1	\$300.00
3.	Fail to ensure that grease traps are maintained and inspected on an annual basis,	s. 7.2	\$300.00
4.	Fail to submit written maintenance and inspection documentation to municipality	s. 7.2	\$300.00
5.	Fail to disconnect/cease use of existing septic system upon connection of buildings thereon to the Sewage Works.	s. 10.1	\$300.00
7.	Discharging or permitting to be discharged into the sewage works any industrial/commercial waste.	s. 12.1(a)	\$500.00
8.	Discharging or permitting to be discharged into the sewage works any hauled domestic sewage.	s. 12.1(b)	\$500.00
9.	Discharging or permitting to be discharged into the sewage works any cooling water, storm water or uncontaminated water	s. 12.1(c)	\$500.00
10.	Discharge any storm water including surface water, ground water rain run off, foundation drain or other sub-surface drainage into sewage systems	s. 12.1(d)	\$500.00
11.	Deposit into any sewer/opening or receptacle connected to the sewer system, any unauthorized material	s. 12.2	\$500.00
12.	Discharge substance into the sewage works causing a health or safety hazard to authorized sewage works person	s. 12.3 (a)	\$500.00
13.	Discharging of substance into the sewage works causing a breach of the Ontario Water Resources Act or the Environmental Protection Act	s. 12.3 (b)	\$500.00
14.	Discharge substance into sewage works	s. 12.3 (c)	\$500.00

	causing biosolids to which sewage discharge fails to meet permitted standards		
15.	Discharging of substance into the sewage works causing an obstruction or restriction to the flow of the sanitary sewer;	s. 12.3 (d)	\$500.00
16.	Discharging of substance into the sewage works causing an offensive odor to emanate from the sanitary sewer or sewage works;	s. 12.3 (e)	\$500.00
17.	Discharging of substance into the sewage works causing damage to the sanitary sewer works infrastructure;	s. 12.3 (f)	\$500.00
18.	Discharging of substance into the sewage works causing interference with the operation or maintenance at a sewage works.	s. 12.3 (g)	\$500.00
19.	Connection of sump pumps, down spouts or any other drainage works, that collects storm water or groundwater, to the sanitary sewer work systems.	s. 12.4	\$300.00
20.	Person, other than municipal employee opening or causing to be opened a fire hydrant forming part of a municipal water works system.	s. 14.1	\$500.00
21.	Willfully or negligently breaking, damaging, destroying, defacing or tampering with any structure, appurtenance or equipment which is part of a water works or sewer works system.	s. 15.1	\$500.00

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2008-23 Signs**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Erect, display, or maintain sign resembling official traffic or government sign or signal	s. 2.0	\$250.00

2	Owner erect, construct, or alter sign or advertising device that does not conform with this Bylaw, the Ontario Building Code, or any order under this Bylaw	S. 2.1	\$250.00
3	Construct, affix, attach, fasten, alter, display, or continue to display any sign which obstructs the sight triangle of or access to a fire hydrant	S. 2.4.1	\$250.00
4	Construct, affix, attach, fasten, alter, display, or continue to display any sign which obstructs the sight triangle of or access to a sprinkler connection	s. 2.4.2	\$250.00
5	Construct, affix, attach, fasten, alter, display, or continue to display any sign which obstructs the sight triangle of or access to a traffic sign	S. 2.4.3	\$250.00
6	Construct, affix, attach, fasten, alter, display, or continue to display any sign which obstructs the sight triangle of or access to a manhole or catch basin	S. 2.4.4	\$250.00
7	Construct, affix, attach, fasten, alter, display, or continue to display any sign which obstructs the sight triangle of or access to a fire escape/emergency exit from a building	S. 2.4.5	\$250.00
8	Construct, affix, attach, fasten, alter, display, or continue to display any sign which obstructs the sight triangle of or access to an intersection	S. 2.4.6	\$250.00

9	Owner, lessee, or agent of land on which sign is erected, fail to maintain sign so that it does not become unsafe, illegible, dangerous, or defective	S. 2.5	\$250.00
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**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2005-10 Use of Water**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Cause or permit the irrigation of lands using pressurized water from the Corporation's water supply outside of permitted days	s. 2.1a	\$100.00
2	Cause or permit the irrigation of lands using pressurized water from the Corporation's water supply for greater than three hours in a forty-eight hour period	S. 2.1b	\$100.00
3	Cause or permit the washing of sidewalks, driveways, parking areas, patios, or other paved lands using pressurized water from the Corporation's municipal water supply during the months of June, July, or August	S. 2.2	\$100.00

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2001-29 Noise**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
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1	Unnecessary noise from signal device on vehicle	s. 2.1	\$100.00
2	Sound from equipment /instrument which disturbs the peace	s. 2.2/2.3	\$100.00
3	Sound made by pets which disturbs the peace	s. 2.4	\$100.00
4	Grating, grinding, or rattling noise or sound caused by a vehicle as described	s. 2.5	\$100.00
5	Sound from operations	s. 2.6	\$100.00
6	Blowing of air steam or air whistle	s. 2.7	\$100.00
7	Noise from exhaust	s. 2.8	\$100.00
8	Unnecessary noise in the vicinity of any school or church while in session	s. 2.9	\$100.00
9	Shouting or hollering in an unnecessary and disturbing manner in or adjacent to any public street or place	s. 2.10	\$100.00
10	Cause or permit the sounding of the whistle of any railway vehicle or other vehicle unnecessarily	s. 2.11	\$100.00
11	Lawnmower operation during prohibited times	s. 2.12	\$100.00

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2001-30 Wrecking Yards and
Dealers in Second-Hand Goods**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Operate automobile wrecking yard – no licence	s. 4.1	\$50.00
2	Deal in second-hand goods – no licence	s. 4.1	\$50.00
3	Operate on prohibited land	s. 5.1	\$50.00
4	Operate auto wrecking yard when attendant is not on duty	s. 5.1	\$50.00
5	Auto yard is located on water or flood plain	s. 5.1	\$50.00
6	Auto yard drains to waterways	s. 5.1	\$50.00
7	Auto yard not located and operated as to reduce to a minimum inconvenience of noise, dust and traffic	s. 5.1	\$50.00
8	Auto yard not located and operated to reduce to a minimum the hazards or safety of persons or property including hazards from fire or vermin	s. 5.1	\$50.00
9	Open burning	s. 5.1	\$50.00

10	Auto yard not operated in an orderly fashion with adequate supervision	s. 5.1	\$50.00
11	Scavenging	s. 5.1	\$50.00
12	No adequate buffer to minimize noise, odour, or visual pollution	s. 5.1	\$50.00
13	Auto yard not concealed from public view by fence or by natural foliage	s. 5.1	\$50.00
14	Fluids not drained from derelict automobiles	s. 5.1	\$50.00
15	Requirements specified in the license not complied with at all times	s. 5.1	\$50.00
16	Failure to remove derelict automobiles/used automobile parts	s. 10.1	\$50.00

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2001-31 Mobile Food Vendors,
Hawkers and Pedlars**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Operate refreshment vehicle – no licence	s. 1	\$500.00
2	No letter of compliance from health unit	s. 2	\$500.00
3	Operate refreshment vehicle – no inspection report	s. 3	\$500.00
4	No licence displayed on refreshment vehicle	s. 4	\$300.00
5	Operate refreshment vehicle not at approved location	s. 6	\$300.00
6	Area not free of litter	s. 7	\$300.00
7	Operate as Hawker/Peddler – no licence	s. 11	\$500.00
8	No original licence on person during business	s. 16	\$300.00

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2026-06 Parking**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision creating or	COLUMN 3 Administrative Monetary Penalty
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		defining the offence	
1.	Fail to park on the right hand side of highway.	s. 6(1)	\$50.00
2.	Fail to park within 50cm of curb/edge of roadway.	s. 6(2)	\$50.00
3.	Fail to park within painted lines in designated parking space.	s. 7	\$50.00
4.	Park/stop/stand vehicle in manner that interferes with movement of traffic/clearing of snow.	s. 8	\$50.00
5.	Park where prohibited by authorized sign.	s. 10	\$50.00
6.	Park vehicle on sidewalk.	s. 11	\$50.00
7.	Park vehicle on boulevard.	s. 12	\$50.00
8.	Park vehicle on crosswalk.	s. 13	\$50.00
9.	Park vehicle in intersection/obstruct intersection.	s. 14	\$50.00
10.	Park vehicle within 3 metres of corner.	s. 15	\$50.00
11.	Park vehicle in front of public/private entrance/driveway.	s. 16	\$50.00
12.	Park vehicle within 3 metres of hydrant.	s. 17	\$50.00
13.	Park vehicle within 90 metres of fire scene in progress.	s. 18	\$100.00
14.	Park vehicle on/within 10 metres of a bridge.	s. 19	\$50.00
15.	Park vehicle on approach to fire station/police station/ambulance station.	s. 20	\$250.00
16.	Park vehicle on roadway side of vehicle parked at edge of highway.	s. 21	\$50.00
17.	Park vehicle in manner that will prevent removal of previously parked vehicle.	s. 22	\$50.00
19.	Park vehicle on highway for more than 72 consecutive hours.	s. 23	\$50.00
20.	Park vehicle on highway while advertising for sale by way of sign.	s. 24	\$50.00
21.	Park vehicle on highway without currently valid permit.	s. 26(1)(a)	\$50.00
22.	Park vehicle on highway without issued number plates properly affixed.	s. 26(1)(b)	\$50.00
23.	Park vehicle on highway without evidence of current permit validation affixed to number plate	s. 26(1)(c)	\$50.00
24.	Park bus/commercial motor vehicle/heavy vehicle/recreational vehicle/construction equipment on highway within residential zone	s. 27	\$50.00
25.	Park unattached trailer on highway	s. 28	\$50.00

26.	Park vehicle on highway if vehicle on jack/similar device	s. 29(1)	\$50.00
27.	Park vehicle on highway when one or more wheels have been removed	s. 29(2)	\$50.00
28.	Park vehicle on a highway in a fire route/emergency access route	s. 30	\$250.00
30.	Park vehicle on highway in designated accessible parking space without valid permit	s. 31(1)	\$300.00
31.	Park vehicle on highway in designated accessible parking space if permit not displayed as required	s. 31(2)	\$300.00
32.	Park vehicle on highway in designated accessible parking space for more than 2 hours	s. 32	\$50.00
33.	Park vehicle on any highway between 11:00pm and 7:00am between November 1 and March 31	s. 33	\$50.00
34.	Park vehicle on highway when snow removal sign posted	s. 34(1)	\$50.00
35.	Fail to remove vehicle parked on highway within 12 hours of snow removal sign being posted	s. 34(2)	\$50.00
36.	Park vehicle on highway during snowfall or within e 24-hour period following a snowfall	s. 35	\$50.00
37.	Park vehicle on highway within 3 metres of any corner when sign on display	s. 36(1)	\$50.00
38.	Park vehicle on highway other than on one side when roadway is less than 7.5m wide when signs on display	s. 36(2)	\$50.00
39.	Park vehicle on highway other than bus at designated bus stop when sign on display	s. 37	\$50.00
40.	Park vehicle on highway where angle parking permitted not at angle indicated by authorized sign	s. 38(2)	\$50.00
41.	Park vehicle on highway where prohibited by authorized sign	s. 39	\$50.00
42.	Park vehicle on highway in area identified as loading zone for longer than time specified by authorized sign	s. 41	\$50.00

**SCHEDULE “II”
To BYLAW #2026-xx**

Administrative Monetary Penalty Bylaw for Non-Parking Offences

Administrative Fees

ITEM	COLUMN 1 Administrative Fee	COLUMN 2 Amount
1	Late Payment Fee	\$50.00
2	MTO Plate Denial Fee	\$50.00
3	MTO Search Fee	\$50.00
4	Screening No Show Fee	\$50.00
5	Hearing No Show Fee	\$50.00
6	Insufficient Funds Fee (NSF)	As per the Municipality's Fees Bylaw
7	Adjudication Fee (Hearing Officer Decision)	\$25.00

SCHEDULE "III" **To BYLAW #2026-xx**

AMPS REQUEST FORM

IMPORTANT INFORMATION TO READ PRIOR TO COMPLETING REQUEST FORM

- ☐ Applicants are responsible for completing all required portions of the applicant portion of this form, and any false or misleading information may lead to this request being null and void.
- ☐ Personal information contained on this form is collected under the authority of Part IV and Section 11 of the *Municipal Act, 2001* and will be used for the administration of the AMPS Program. Questions concerning collection of personal information should be directed to the Clerk.
- ☐ Any supporting evidence (photos or documents) for your Screening Request must be brought with you or attached to this completed form and the number of items noted.
- ☐ Any supporting evidence NOT presented for the Screening is NOT ADMISSABLE at the Hearing.

TO BE COMPLETED BY APPLICANT

☐ Penalty Notice Recipient

☐ Authorized Representative

☐ Property Owner

PENALTY NOTICE RECIPIENT

NAME (First and Last)	ADDRESS (Street, Municipality, Province)		POSTAL CODE	
EMAIL	HOME PHONE #		OTHER PHONE #	
AUTHORIZED REPRESENTATIVE (to be completed IF REPRESENTATIVE is accompanying Recipient)				
NAME (First and Last)	ADDRESS (Street, Municipality, Province)		POSTAL CODE	
EMAIL	HOME PHONE #		OTHER PHONE #	
PENALTY NOTICE INFORMATION (found on notice received)				
PENALTY NOTICE #	NAME / ADDRESS ON NOTICE		OFFENCE COMMITTED	
BYLAW / SECTION #	ADDRESS OF OFFENCE		ISSUED: IN PERSON/MAIL/VEHICLE	
TYPE OF REQUEST (Under AMPS Bylaw)				
☐ SCREENING REVIEW	☐ APPEAL TO HEARING	☐ EXTENSION OF TIME TO PAY	☐ EXTENSION OF TIME FOR A SCREENING	☐ EXTENSION OF TIME FOR A HEARING
In the space below, provide a factual and detailed explanation of your reason(s) for the Request:				
APPLICANT SIGNATURE		DATE / TIME		
AMPS REQUEST MUST BE SUBMITTED BY:				
1. In Person or by Mail: Municipality of Powassan, 250 Clark Street, Powassan ON. P0H 1Z0				
2. Email completed and signed form (with attachments) to mpeddle@powassan.net				
TO BE COMPLETED BY MUNICIPALITY / APPOINTED OFFICER / AUTHORIZED STAFF				
Name	Role / Position	Date Received	Signature / Initials	
IS REQUEST COMPLETE? (applicant information complete / request signed)				
FEE REQUIRED FOR TYPE OF REQUEST?				
Additional information / evidence attached to request?				
Number of attachments:				

A Request for Review by Screening Officer or Hearing Officer or a request for an extension of time to request a Screening Review or Hearing Officer shall only be scheduled by the Bylaw Enforcement Department.

SCHEDULE “IV”

SUBJECT:	Conflict of Interest in Relation to the Administration of the Administrative Monetary Penalty System (AMPS) Program Bylaw #2026-xx - Schedule IV	POLICY #: ADM-001	PAGE 1 of 5
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1. POLICY STATEMENT

- 1.1. This policy addresses conflict of interest provisions in relation to the administration of the Administrative Monetary Penalty System (AMPS) program.

2. PURPOSE

- 2.1. To define what constitutes a conflict of interest in relation to the AMPS program, to prevent such conflicts of interest and to redress such conflicts should they occur.
- 2.2. To establish conflict of interest guidelines to ensure that AMPS program responsibilities are conducted in accordance with fundamental principles of justice, which include judicial and prosecutorial independence, fairness, impartiality, competence and integrity.

3. SCOPE

- 3.1. This policy applies to all Screening Officers, Hearing Officers and all Municipal officials and staff involved in the administration of the AMPS program.
- 3.2. For Municipal staff engaged in the administration of the AMPS program, the Code of Conduct and Ethics shall also apply in regard to the activities of an employee in the administration of the AMPS program.

4. PROCEDURE

- 4.1. Appointment of Screening Officers and Hearing Officers:
- 4.1.1. Screening Officers and Hearing Officers shall be appointed by a Bylaw passed by Council.
- 4.1.2. Screening Officers are persons (either independent citizens, employees of the municipality, or employees of another municipality, where an agreement for such services exist) appointed by Council to review screening requests. Screening Officers employed by a municipality are not permitted to be involved in the day-to-day supervision or management of officers issuing Penalty Notices under AMPS.
- 4.1.3. Hearing Officers are independent citizens appointed by Council to conduct Hearing Reviews in the public interest. While not a mandatory qualification, it

is encouraged that Hearing Officers have a familiarity with legal processes and an educational/employment background in legal matters.

4.1.4. The following persons are not eligible for appointment as a Screening Officer or Hearing Officer:

1. A Member of Council or a relative of a Member of Council. A relative, for the purposes of this policy, is defined to include a
 - a) Spouse, common-law partner, or any person with whom the person is living as a spouse outside of marriage;
 - b) Parent;
 - c) Child, including a step child and grand-child;
 - d) Siblings and children of siblings;
 - e) Aunt, uncle, and cousin;
 - f) In-laws, including mother, father, sister, brother, daughter and son; or
 - g) Any person who lives with the person on a permanent basis; or
2. A person indebted to the Municipality other than:
 - a) In respect of current real property taxes; or
 - b) Pursuant to an agreement with the Municipality the terms with which the person is in compliance.

5. CONFLICT OF INTEREST

5.1. A conflict of interest arises where a Screening Officer, Hearing Officer or staff person involved in the administration of the AMPS program has a personal or business interest that conflicts, might conflict, or may be perceived to conflict with the interests of the AMPS program. A conflict of interest could arise in relation to personal or business matters including:

- a) directorships or other employment;
- b) interests in business enterprises or professional practices;
- c) share ownership or beneficial interests in trusts;
- d) existing professional or personal associations with a person;
- e) professional associations or relationships with other organizations; and

- f) personal associations with other groups or organizations, or family relationships including relatives as defined in this policy.

5.1.1. Screening Officers must be and appear to be impartial at all times. It would be inappropriate for a Screening Officer to review a Penalty Notice for a personal or business acquaintance or relative (as defined above). A conflict of interest includes an actual conflict and a potential or perceived conflict.

5.1.2. Hearing Officers have obligations to conduct Hearing reviews in an impartial manner. Hearing Officers, in conducting a Hearing Review, are bound by the Statutory Powers and Procedures Act, as well as bound by general administrative common law principles (i.e., procedural fairness, natural justice, impartial and unbiased decision making, legitimate expectation, etc.). Hearing Officers must be and appear to be impartial at all times. It would be inappropriate for a Hearing Officer to review a Screening Review Decision for a personal or business acquaintance or relative, as defined by this policy. A conflict of interest includes an actual conflict and a potential conflict.

5.1.3. Every Screening Officer, Hearing Officer or other Municipal staff person involved in the administration of AMPS, must disclose any obligation, commitment, relationship or interest that could conflict or may be perceived to conflict with his or her duties to or interests in the administration of the AMPS program. A Screening Officer or Hearing Officer shall not represent any person at a Screening Review or Hearing Review.

5.2. Conduct of Screening Officers and Hearing Officers:

5.2.1. All Screening Officers and Hearing Officers shall conduct themselves in the following manner:

5.2.2. With independence:

- must both be and appear to be independent, impartial, and unbiased.
- must avoid all conflicts of interest, whether real or perceived, and are responsible for promptly taking appropriate steps to disclose, resolve, or obtain advice with respect to such conflicts when they arise.
- should not be influenced by partisan interests, public opinion, or by fear of criticism.
- should not use their title and position to promote their own interests or the interests of others.

- should discharge their duties in accordance with the law, Municipal Bylaws and AMPS policy, procedures, and guidelines.

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5.2.3. With knowledge:

- should maintain their competence through their work, by participating in training and education courses and by seeking guidance from their colleagues and Municipality, as required.
- should remain up to date on changes in the law, Municipal Bylaws, policy, and procedures relevant to their function.

5.2.4. With conduct becoming:

- are subject to ongoing public scrutiny and therefore they must respect and comply with the law and conduct themselves at all times in a manner that promotes public confidence in the integrity and impartiality of the AMPS program.
- should approach their duties in a calm and courteous manner when dealing with the public and others and should present and conduct themselves in a manner consistent with the dignity of the AMPS system and their appointment.
- should convey in plain language their decisions and the reasons therefore where such are required.
- must safeguard the confidentiality of information that comes to them by virtue of their work and should not disclose that information except as required by law.
- in discharging their duties, must treat those with whom they deal in a respectful and tolerant manner regardless of the gender, sexual orientation, race, religion, culture, language, mental abilities, or physical abilities of those persons.

5.2.5. With administration of natural justice paramount:

- shall refrain from openly and publicly criticizing the administration of the AMPS program or the conduct of others. Screening and Hearing Officers shall recognize that only the Clerk and CAO may speak publicly on behalf of the Municipal AMPS program. Any criticisms, suggestions, or concerns related to the AMPS program should be communicated through appropriate channels to the Clerk.
- should deal with the tasks that come before them in a timely manner and should make themselves accessible to those requiring their services.

- must not knowingly exercise a power or function for which they have not been designated.

5.2.6. Procedures may be defined by the Clerk to address specific implementation of this policy.

5.3. Preventing Conflict of Interest:

5.3.1. The keys to preventing conflicts of interest are: disclosure and withdrawal from the power of decision in regards to a Screening Review or Hearing review.

5.3.2. The need for disclosure and withdrawal from a power of decision applies to any real or perceived conflict of interest.

5.3.3. If a Screening Officer or Hearing Officer becomes aware of any real or perceived conflict of interest in regard to a review of an administrative penalty or Screening Decision, as the case may be, the Screening Officer or Hearing Officer shall notify the Clerk or his or her designate(s), of the conflict of interest and

- a) in the case of a scheduled review of an administrative penalty or Screening Decision that has not yet commenced, request another Screening Officer or Hearing Officer to conduct the review to avoid actual or potential conflicts of interest; or
- b) in the case of a review of an administrative penalty or Screening Decision that has commenced, adjourn the review and withdraw from the power of decision, and advise the Clerk, or his or her designate. The Municipality will reschedule the Screening review or Hearing Review with another Screening Officer or Hearing Officer, as the case may be.

5.3.4. If all appointed Screening Officers and/or Hearing Officers have a conflict of interest with a matter, then the Clerk shall retain another Screening Officer or Hearing Officer to handle the matter that is the subject of the conflict of interest.

5.3.5. Screening Officers and Hearing Officers are not permitted to dispute their own Penalty Notices and are expected to pay the administrative penalty for the infraction in a timely manner.

5.3.6. Questions related to this policy are to be directed to the Clerk. Should legal clarification be required, a solicitor used by the Municipality may be contacted by the Clerk.

5.4. Addressing Conflicts if they Occur:

- 5.4.1. The Municipality's Code of Conduct and Ethics has a process to deal with breaches of the Code by employees in the administration of the AMPS program.
- 5.4.2. If someone suspects that a Screening Officer or Hearing Officer conducted a Screening Review or Hearing review where there was a conflict of interest, the person shall advise the Clerk and an investigation may be conducted in accordance with Municipal policies.
- 5.4.3. Any finding of a conflict of interest, shall be reported to the Clerk by the responsible Municipal official, including any recommendation for appropriate disciplinary action, up to and including revocation of appointment.

5.5. Influence:

- 5.5.1. No person shall attempt, directly or indirectly, to communicate for the purpose of influencing or interfering, financially, politically or otherwise, with employees or other persons performing duties related to the administration of AMPS.
- 5.5.2. No person shall attempt, directly or indirectly, to communicate for the purpose of influencing or interfering, financially, politically or otherwise, a Screening Officer or Hearing Officer respecting the determination of an administrative penalty matter and/or respecting a delegated power of decision in a proceeding that is or will be pending before the Screening Officer or Hearing Officer, except a person who is entitled to be heard in a Screening Review or Hearing Review.

5.6. Charges under the Criminal Code or Other Statutes or Regulations:

- 5.6.1. Where a Screening Officer or Hearing Officer is charged with an offence under the Criminal Code of Canada or any other federal statute or regulation that is dealt with under the Criminal Code of Canada, such charge shall be disclosed forthwith to the Clerk.
- 5.6.2. Where a Screening Officer or Hearing Officer is charged with an offence under other federal or provincial statutes or regulations and where continuing to perform his or her duties may erode public confidence in the administration of the AMPS program, the charge shall be disclosed to the Clerk.
- 5.6.3. A determination will be made by the Clerk as to whether or not an actual or perceived conflict of interest exists or if public confidence in the

administration of the AMPS program has been compromised and, if so, the Screening Officer or Hearing Officer may be removed from his or her duties until the final disposition of the charge.

6. COMMUNICATION / IMPLEMENTATION

6.1 This policy shall form part of the orientation for all current and new Screening Officers and Hearing Officers and AMPS administration staff.

7. ACCOUNTABILITY

7.1 All Screening Officers, Hearing Officers and Municipal staff involved in the administration of the AMPS program are accountable for implementing and abiding by this policy. Accountability for interpretation of this policy in relation to a real or perceived conflict of interest shall be determined by the Clerk.

8. EVALUATION

8.1 The effectiveness of this policy will be evaluated by the CAO and Clerk from time to time or as required by legislative changes.

8.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

SCHEDULE “V”

SUBJECT:	Prevention of Political Interference in the Administrative Monetary Penalty System (AMPS) Program Bylaw #2026-xx - Schedule V	POLICY #: ADM-002	PAGE 1 of 2
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1. POLICY STATEMENT

- 1.1. This policy is to prevent political interference in the administration of the Administrative Monetary Penalty System (AMPS).

2. PURPOSE

- 2.1. To prevent political interference of any kind in the administration of the AMPS program, and to minimize and restrict opportunities for political interference, intentionally or unintentionally.
- 2.2. To define what constitutes political interference in relation to the AMPS program, to ensure the responsibilities of the Screening and Hearing Officers are conducted in accordance with fundamental principles of justice, which include decision making and procedural independence, fairness, impartiality and integrity, without any political interference.

3. SCOPE

- 3.1. This policy applies to all elected Members of the Council of the Municipality of Powassan, as well as other Municipal officials and staff.
- 3.2. In regard to Members of Council, this policy should be read and interpreted within the context of prevailing provincial legislation (i.e., Municipal Conflict of Interest Act) and the Council Code of Conduct, including its related policies, procedures and guidelines.

4. PROCEDURE

- 4.1. Principles of Preventing Political Interference:
- 4.1.1. No person shall attempt, directly or indirectly, to communicate for the purpose of influencing or interfering, financially, politically, or otherwise, with employees or other persons performing duties related to the administration of AMPS.

- 4.1.2. No person shall attempt, directly or indirectly, to communicate for the purpose of influencing or interfering, financially, politically or otherwise, a Screening Officer or Hearing Officer respecting the determination of an administrative penalty matter and/or respecting a delegated power of decision in a proceeding that is or will be pending before the Screening Officer or Hearing Officer, except a person who is entitled to be heard in a Screening Review or Hearing Review.
- 4.1.3. All persons involved with the enforcement and administration functions of the AMPS program shall endeavor to carry out such duties in a manner, which upholds the integrity of the administration of justice.
- 4.1.4. If someone attempts to influence a Screening Officer, Hearing Officer or Municipal employee engaged in the administration of the AMPS program, contrary to the rules above, the Screening Officer, Hearing Officer or Municipal employee, as the case may be, shall report the incident to the Clerk as soon as possible. No action will be taken against a Screening Officer or Hearing Officer for making any such report in good faith.
- 4.1.5. Procedures may be defined by the Clerk to address specific implementation of this policy.

5. IMPLEMENTATION

- 5.1 All Members of Council shall be provided with a copy of this policy and the policy shall form part of the Council Code of Conduct.
- 5.2 This policy shall form part of the orientation for all Members of Council at the start of new term of Council, as well as all current and new municipal officials and staff, with the potential for interaction with the AMPS program.
- 5.3 This policy shall form part of the orientation for all current and new Screening and Hearing Officers and AMPS administration staff.

6. ACCOUNTABILITY

- 6.1 Attention is brought to the fact that any interference with the AMPS program may result in charges under the Criminal Code of Canada, Provincial statutes, or other disciplinary action.
- 6.2 A Screening or Hearing Officer, employee or other person performing duties related to the AMPS program under this policy shall report any attempt at political influence or interference, financial, political, or otherwise, to the Clerk. No action shall be taken against the employee or other person(s) for making any such report in good faith.
- 6.3 Where any employee, Screening Officer, Hearing Officer or other person performing duties related to the AMPS program, is contacted by a Member of Council or Municipal official with respect to the administration of the AMPS program, he or she shall immediately disclose such contact to the Clerk in order to maintain the integrity of the AMPS program.
- 6.4 A Screening Officer or Hearing Officer shall disclose any actual or perceived political interference as soon as possible to the Clerk.

7. ADMINISTRATION

- 7.1 This policy shall be administered by the Clerk.

8. EVALUATION

- 8.1 The effectiveness of this policy will be evaluated by the CAO and Clerk from time to time or as required by legislative changes.
- 8.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

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SCHEDULE “VI”

SUBJECT:	Public Complaints Process Respecting Administrative Monetary Penalty System (AMPS) Program Bylaw #24-2025 - Schedule VI	POLICY #: ADM-003	PAGE 1 of 2
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POLICY STATEMENT

- 1.1. This policy is to address any public complaint regarding the administration of the Administrative Monetary Penalty System (AMPS).

2. PURPOSE

- 2.1 To ensure the AMPS program remains an open, accessible, responsive, accountable, efficient, and effective system for enforcement of municipal Bylaws in the Municipality of Powassan, and any public complaints are addressed in a timely and responsible manner.

3. SCOPE

- 3.1. This policy applies to all public complaints, informal or formal, regarding all aspects of the AMPS program, and applies to all administrative actions and functions of all Municipal employees and other persons responsible for the administration of the AMPS program.
- 3.2. Screening Officers and Hearing Officers do not have jurisdiction to consider questions relating to the validity of a statute, regulation or Bylaw or the constitutional applicability or operability of any statute, regulation or Bylaw. Any public complaints regarding the validity of a statute, regulation or Bylaw or the constitutional applicability or operability of any statute, regulation or Bylaw will not be processed through this policy.
- 3.3. This policy is not intended to replace other specific Municipal programs, policy/procedures and legal processes available to the public to address public concerns with the AMPS program.

4. PROCEDURE

- 4.1. A public complaint shall be processed in keeping with all applicable statutes, Bylaws, and policies of the Municipality of Powassan. The complaint process shall be as follows:
- 4.1.1. Any public complaint must be in writing, identifying the name and full contact information of the complainant, and sent to the Clerk, or his or her delegate(s), within 30 days in respect to the date of the event for which the

complaint is being made. Complaints that are anonymous will not be accepted.

- 4.1.2. All complaints shall be treated as confidential by the Clerk, respecting personal information privacy and confidentiality, subject to legislative provisions.
- 4.1.3. Any complaint regarding a Member of Council in respect of the administration of AMPS shall be processed in accordance with the Council Code of Conduct.
- 4.1.4. The Clerk, or his or her designate(s), will not address or process any public complaint that is deemed by the Clerk, or his or her designate(s), as frivolous, vexatious, trivial or made in bad faith.
- 4.1.5. A complainant may withdraw his/her complaint at any time.
- 4.1.6. Where possible, attempts will be made to address public complaints through an informal resolution process before proceeding to a formal resolution process.
- 4.1.7. Any deemed resolution of a formal complaint will be addressed by written response by the Clerk, or his or her designate(s), to the person filing the complaint. A public complaint sustained through a review cannot be used as the basis to change or void a decision of a Screening Officer or Hearing Officer, including any penalty fines and administrative fees due or paid.
- 4.1.8. The Clerk in conjunction with the Municipal Bylaw Enforcement Officer will report annually as part of the annual AMPS program report on the summary of public complaints filed and addressed in respect of the AMPS program.
- 4.1.9. Procedures may be defined by the Clerk to address specific implementation of this policy.

5. ACCOUNTABILITY

- 5.1 All persons responsible for administering the AMPS program shall be responsible for implementation of this policy. The Clerk, or his or her designate(s), unless otherwise noted, shall be responsible for addressing public complaints regarding the administration of the AMPS program.

6. ADMINISTRATION

- 6.1 This policy shall be administered by the Clerk.

7. EVALUATION

- 7.1 The effectiveness of this policy will be evaluated by the CAO and Clerk from time to time or as required by legislative changes.
- 7.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

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SCHEDULE “VII”

SUBJECT:	Financial Management and Reporting for the Administrative Monetary Penalty System (AMPS) Program Bylaw #2026-xx - Schedule VII	POLICY #: ADM-004	PAGE 1 of 2
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1. POLICY STATEMENT

- 1.1. This policy is to affirm that the Municipality of Powassan’s Administrative Monetary Penalty System (AMPS) shall follow the existing corporate policies and procedures related to financial management and reporting.

2. PURPOSE

- 2.1. To ensure all financial management and reporting responsibilities related to the AMPS program conform to current corporate policies and procedures for financial management and reporting.

3. SCOPE

- 3.1. This policy applies to all financial management and reporting responsibilities and accountabilities regarding the AMPS program. All Municipality employees and other persons responsible for the administration of the AMPS program shall comply with this policy.

4. PROCEDURE

4.1. Overall Financial Management and Reporting:

- 4.1.1. Preparation of the Municipality’s budget revolves around priority setting that reflects the Council priorities, service delivery objectives and standards and historical financial performance; all balanced with the need for prudent financial management. Priority setting and budgeting with respect to the AMPS program shall be the responsibility of the Clerk in conjunction with the Municipal Law Enforcement Officer.
- 4.1.2. Through the process of current and capital financial management and reporting for the AMPS program, the Treasurer shall:
- a) Review and monitor current year actual, budgeted and projected financial performance and operating results.
 - b) Proactively compare program financial activity with past performance to identify trends, issues and opportunities.

- c) Comply with all reporting standards and requirements as part of the Municipality's financial management and reporting processes.
 - d) Comply with all Municipality procurement policies and procedures in regard to the AMPS program.
- 4.1.3. Screening Officers and Hearing Officers are prohibited from directly accepting any payment from any person in respect of an administrative penalty. Any person issuing a Penalty Notice in respect of the contravention of a designated Bylaw is not permitted to accept payment in respect of an administrative penalty.
- 4.1.4. If a person has paid any administrative fees in respect of an administrative penalty and the penalty is subsequently cancelled by a Screening Officer or Hearing Officer, the Municipality shall refund in full such administrative fees to the person.
- 4.1.5. All Municipality employees engaged in the administration of the AMPS program shall ensure all work activities are conducted in accordance with the Code of Conduct and Ethics. Municipality employees shall ensure compliance with cash/payment handling procedures for financial stewardship.

5. METHODS OF PAYMENT

5.1 Following the issue of a Penalty Notice, the person is permitted to make a voluntary payment by using one of the following methods:

- a) Online: e-Transfer to (designated email)
Indicate "Penalty Notice" as subject and include Penalty Notice number.
- b) In Person: Cash or Debit Card
Personal Cheques/Certified Cheques/Money Order (include Penalty Notice number) and made payable to "Municipality of Powassan"
- c) By Mail: To the Municipal Office
Municipality of Powassan, P.O. Box 250, 250 Clark Street,
Powassan, Ontario, P0H 1Z0
Personal Cheques/Certified Cheques/Money Order (include Penalty Notice number) and made payable to "Municipality of Powassan"

5.2 Payment is not considered made until received by the Municipality. Persons must allow sufficient mailing time for payments. Persons should not send cash by mail. Post-dated cheques or payment by installations are not accepted. NSF cheques will be subject to an administrative charge.

6. AMPS PROGRAM ADMINISTRATIVE FEES

6.1 Various administrative fees may be payable by a person with a Penalty Notice and administrative penalty due and payable, as set out in the Municipality's current Administrative Monetary Penalty System Bylaw.

7. REPORTING AND TRACKING ADMINISTRATIVE PENALTIES AND ADMINISTRATIVE FEES

7.1 Upon receipt of a Penalty Notice payment, a Municipality employee will apply the payment to a specific Penalty Notice and provide notification to the Bylaw Enforcement Office that the notice has been paid.

7.2 The Municipality employee will process the various methods of payment as follows:

a) In Person

Apply the various methods of payments to the Penalty Notice. Provide a person with a receipt of payment for their records.

b) By Mail

Apply the cheque payment to the Penalty Notice Mail receipt if requested by the person.

c) Online

Apply the e-transfer payment to the Penalty Notice. Provide a receipt if requested by the person.

7.3 Procedures may be defined by the Clerk to address specific implementation of this policy.

8. ACCOUNTABILITY

8.1 All persons responsible for administering the AMPS program shall be responsible for implementation of this policy.

9. ADMINISTRATION

9.1 This policy shall be administered by the Clerk.

10. EVALUATION

10.1 The effectiveness of this policy will be evaluated by the CAO and Clerk from time to time or as required by legislative changes.

10.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

SCHEDULE “VIII”

SUBJECT:	Financial Hardship Policy for the Administrative Monetary Penalty System (AMPS) Program Bylaw #2026-xx - Schedule VIII	POLICY #: ADM-005	PAGE 1 of 2
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1. POLICY STATEMENT

1.1. The Municipality of Powassan has deployed an Administrative Monetary Penalty System (AMPS) for the administration of the various Bylaws in force in the Municipality. This Policy addresses financial hardship in relation to the administration of the AMPS and the fees associated with AMPS. This Policy establishes guidelines to ensure that the Screening and Hearing Officers are aware of how to address these instances and provides examples of documentation that could be accepted as evidence that payment would cause a financial hardship.

2. PURPOSE

- 2.1. The purpose of this policy is to respond to requests by persons with a Penalty Notice for relief from paying all, or part of a Penalty Notice, including administrative fees, if the person can demonstrate they would suffer financial hardship if required to pay the penalty.
- 2.2. In accordance with Ontario Regulation 333/07, the Municipality is required to develop a policy to address financial hardship experienced by individuals required to pay a Penalty Notice and any applicable administrative fees.

3. SCOPE

3.1. This policy applies to a Screening Review and Hearing Appeal conducted by a Screening Officer and Hearing Officer, respectively, pursuant to the current Administrative Monetary Penalty System Bylaw.

4. PROCEDURE

- 4.1. Any Person who receives a Penalty Notice is given the right to dispute the Penalty Notice.
- 4.2. The Screening Officer has the authority to cancel or extend the time for payment of the Penalty Notice, including any Administrative Fees, if the Screening Officer finds that payment of the Penalty Notice (including any Administrative Fees) would cause financial hardship.
- 4.3. Documentation to support financial hardship:

A Person who is experiencing financial hardship should bring documentation to support their claim at the Screening Review or Hearing Appeal. The Person, when required, shall provide documented proof of financial hardship such as:

- a) Old Age Security;
- b) Canada Pension;
- c) Guaranteed Income Supplement;
- d) Disability Pension;
- e) Ontario Student Assistance Program; or
- f) any other form of social assistance.

4.4 The Screening Officer or Hearing Officer will satisfy themselves at the Screening Review or Hearing Appeal as to the authenticity/credibility of the documents provided and will refer to those documents in their decision.

5. RECORDS RETENTION

- 5.1 All information and documentation shall be treated in a confidential manner, in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Photocopies of the documentation may be required and attached to the Screening Decision and/or Hearing Decision record.

6. IMPLEMENTATION

- 6.1 This Policy shall form part of the orientation for all current and new Screening Officers, Hearing Officers and AMPS administration staff.

7. ADMINISTRATION

- 7.1 This policy shall be administered by the Clerk.

8. EVALUATION

- 8.1 The effectiveness of this policy will be evaluated by the CAO and Clerk from time to time or as required by legislative changes.
- 8.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

SCHEDULE “IX”

SUBJECT:	Administrative Procedures for the Administrative Monetary Penalty System (AMPS) Program Bylaw #2026-xx - Schedule IX	POLICY #: ADM-006	PAGE 1 of 2
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1. POLICY STATEMENT

- 1.1. This policy addresses the methods and procedures by which Council, Staff and any other representatives of the Municipality of Powassan will follow while using the Administrative Monetary Penalty System (AMPS) Program.

2. PURPOSE

- 2.1. The purpose of this policy is to guide consistency and coherence in the use of an Administrative Monetary Penalty System (AMPS) within the overall program design of AMPS for the Municipality, guide appropriate and effective use of AMPS within the Municipality’s graduated enforcement approach and guide effective management of the AMPS regime.
- 2.2. This policy is to ensure all financial control and reporting responsibilities related to the Administrative Monetary Penalty System (AMPS) shall follow the existing corporate policies and procedures related to Code of Conduct, Conflict of Interest, Financial Management/Reporting and Political Interference in the administration of the system.

3. PROCEDURE

- 3.1. Penalty Notice may include, if applicable and obtainable:
- i. The vehicle licence plate number or vehicle identification number;
 - ii. The Penalty Notice Date;
 - iii. A Penalty Notice Number;
 - iv. The date on which the Administrative Penalty is due and payable;
 - v. The identification number and signature of the Officer;
 - vi. The name of the person penalized;
 - vii. The contravention wording as listed in the attached Schedules, or other particulars reasonably sufficient to indicate the contravention;
 - viii. The amount of the Administrative Penalty;

- ix. The option(s) available to dispute the Penalty Notice with a Screening Officer and Hearing Officer: and
- x. A statement advising that an unpaid Administrative Penalty, including any applicable Administrative Fee(s), will constitute a debt of the Person to the Municipality unless cancelled pursuant to Screening Review or Hearing process.
- xi. Any additional information such as, the process by which a Person may exercise the right to request a Screening Review/Hearing Review of the Administrative Penalty Notice.

3.2. When a person is issued a Penalty Notice, they have the following options:

Option 1: Plea of Guilty – Voluntary Payment of Total Payable by mail, internet or in person.

A Person who is served with a Penalty Notice and who does not pay the amount of the Administrative Penalty on or before the date on which the Administrative Notice is due and payable, shall also pay any applicable Administrative Fee(s).

Option 2: Make a request to meet with a Screening Officer. A screening review is to be requested by completing the AMPS Request Form. The accused or their legal representation and any witnesses may meet with a Screening Officer in person at the Municipality of Powassan Municipal Office. If the accused lives more than 50 km from the Municipality of Powassan Municipal Office or has any other extenuating circumstances for why they cannot attend the Municipal Office in person, they may also meet with the Screening Officer electronically.

If the accused is not satisfied with the Screening Officer's decision, the accused or their legal representation may request a meeting with the Hearing Officer at the Screening Review or in writing by mail to the Clerk / Designate before the due and payable date given by the Screening Officer. The Hearing Officer's decision is final.

An individual who receives an upheld decision in a review by a Hearing Officer in relation to a Penalty Notice issued through AMPS shall be responsible for an additional Adjudication fee.

A Person's Request for Review by a Screening/Hearing Officer or request for an extension of time shall be submitted in writing to the Clerk / Designate or by calling the municipality listed on the Penalty Notice.

A person has 15 days from the date of issuance of the penalty notice to choose one of the before mentioned options.

Any time limit that would otherwise expire on the Weekend or a Holiday is extended to the next day that is not a Weekend or a Holiday.

- 3.3. These above-mentioned options and information shall be clearly marked on every Penalty Notice.

4. IMPLEMENTATION

- 4.1 All persons responsible for administering the AMPS program shall be responsible for implementation of this policy.

5. ADMINISTRATION

- 5.1 This policy shall be administered by the Clerk.

6. EVALUATION

- 6.1 The effectiveness of this policy will be evaluated by the CAO and Clerk from time to time or as required by legislative changes.
- 6.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

**SCHEDULE “X”
To BYLAW #2026-xx**

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

1. by adding the following definitions to section 1:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

"Penalty Notice" means a notice issued pursuant to the Municipality's AMPS Bylaw;
2. by adding the following new heading and sections after section 24 and renumbering subsequent sections accordingly:

25. ADMINISTRATIVE PENALTIES

25.1 This Bylaw is a designated Bylaw under the Municipality's AMPS By-Law.

25.2 An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2025-14
Animals Including Exotic Animals Bylaw**

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Owner fails to purchase required dog licence	s. 2.1	\$100.00
2	Owner possesses more than three dogs per household	s. 4.1	\$100.00
3	Owner permit dog to be at large	s. 5.1	\$100.00

4	Owner permit dog to trespass on private or public property	s. 5.3	\$100.00
5	Owner fails to leash dog on public property/roadway	s. 5.4	\$100.00
6	Owner fails to pick up excrement forthwith	s. 5.10	\$100.00
7	Owner of a restricted dog fail to confine dog/prevent escape of restricted dog	s. 6.2(a)(b)	\$300.00
8	Owner permit dog to attack person/domestic animal	s. 7.1	\$500.00
9	Owner fails to keep dog in sanitary conditions	s. 8.0	\$500.00
10	Owner possess more than six cats per household	s. 16.1	\$100.00
11	Owner permit cat to be at large	s. 17.1	\$100.00
12	Owner permit cat to trespass on private or public property	s. 17.2	\$100.00
13	Own/harbour/possess/keep/sell/offer for sale any animal listed	s. 19.1	\$500.00
14	Keep fox(es) within the limits of the municipality	s. 20.1	\$100.00
15	Keep mink(s) within the limits of the municipality	s. 20.2	\$100.00
16	Owner fails to secure any domestic animals, not including dogs, cats, domestic fowl	s. 20.3	\$100.00
17	Interfere/obstruct Municipal Law Enforcement Officer/Provincial Offences Officer/Police Officer or another appointed agent	s. 22.2	\$500.00
18	Owner fail to comply with an order issued	s. 22.3	\$500.00

25.3 Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.

- 25.4 Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 25.2 of this Bylaw.
- 25.5 If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
- 25.6 Each day on which a person contravenes any provision of this Bylaw shall be deemed to constitute a separate offence under this Bylaw as provided for in section 429(2) of the *Municipal Act, S.O. 2001, c. 25*
- 25.7 Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
- 25.8 Other than as set out in subsection 25.5 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

**SCHEDULE “XI”
To BYLAW #2026-xx**

Bylaw No. 2024-03 being a Bylaw to regulate special events on municipal highways is hereby amended as follows:

1. by adding the following definitions to section 1:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

“Penalty Notice” means a notice issued pursuant to the Municipality’s AMPS Bylaw;
2. by adding the following new heading and sections after section 5 and renumbering subsequent sections accordingly:

6. ADMINISTRATIVE PENALTIES

- 6.1 This Bylaw is a designated Bylaw under the Municipality’s AMPS By-Law.
- 6.2 An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2024-03
Special Events on Municipal Highways Bylaw**

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Temporarily close a municipal highway without a permit	s. 2.1	\$120.00
2	Provide false information on a permit application	s. 4.1	\$100.00

- 6.3 Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.

- 6.4 Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 6.2 of this Bylaw.
- 6.5 If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
- 6.6 Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
- 6.7 Other than as set out in subsection 6.5 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

**SCHEDULE “XII”
To BYLAW #2026-xx**

Bylaw No. 2023-12 being a Bylaw to regulate filming activity on Municipality of Powassan property is hereby amended as follows:

1. by adding the following definitions to section 1:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

"Penalty Notice" means a notice issued pursuant to the Municipality's AMPS Bylaw;

2. by adding the following new heading and sections after section 5 and renumbering subsequent sections accordingly:

6. ADMINISTRATIVE PENALTIES

6.1 This Bylaw is a designated Bylaw under the Municipality's AMPS By-Law.

6.2 An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2023-12
Film Bylaw**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1.	Occupy municipal property for filming not in accordance with a permit	s. 2(1)	\$500.00
2.	Cause/allow/permit filming on municipal property not in accordance with a permit	s. 4(1)(a)	\$500.00
3.	Participate in filming on municipal property not	s. 4(1)(b)	\$500.00

	in accordance with a permit		
4.	Fail to observe the filming guidelines	s. 4(1)(c)	\$500.00

- 6.3 Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.
- 6.4 Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 6.2 of this Bylaw.
- 6.5 If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
- 6.6 Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
- 6.7 Other than as set out in subsection 6.5 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

**SCHEDULE “XIII”
To BYLAW #2026-xx**

Bylaw No. 2023-13 being a Bylaw to allow and regulate the keeping of backyard chickens is hereby amended as follows:

1. by adding the following definitions to section 1:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

“Penalty Notice” means a notice issued pursuant to the Municipality’s AMPS Bylaw;
2. by adding the following new heading and sections after section 16 and renumbering subsequent sections accordingly:

17. ADMINISTRATIVE PENALTIES

17.1 This Bylaw is a designated Bylaw under the Municipality’s AMPS By-Law.

17.2 An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2023-13
Backyard Chickens Bylaw**

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Permit chicken to be at large	s. 3	\$100.00
2	Keep a rooster on a lot smaller than 2 hectares	s. 4	\$300.00
3	Keep more than 5 chickens on property smaller than 2 hectares	s. 5	\$100.00
4	Keep chicken coop in area other than rear yard	s. 6.1	\$100.00

5	Keep chicken coop that fails to fully enclose the chickens and prevent escape	s. 6.2	\$100.00
6	Keep chicken coop within 5 meters or rear lot line	s. 7.1	\$200.00
7	Keep chicken coop within 5 meters of side lot line	s. 7.2	\$200.00
8	Fail to dispose of dead chickens within 24 hours	s. 8	\$100.00
9	Fail to have hygienic storage/prompt removal of feces	s. 9	\$100.00
10	Fail to provide at least 0.37m ² of coop floor area	s. 10.1a	\$100.00
11	Fail to provide at least 0.92m ² of roofed outdoor enclosure	s. 10.1b	\$100.00
12	Fail to keep each hen in the enclosed area at all times	s.10.4	\$100.00
13	Fail to provide each hen with food	s. 10.5a	\$200.00
14	Fail to provide each hen with water	s. 10.5b	\$200.00
15	Fail to provide each hen with shelter	s. 10.5c	\$200.00
16	Fail to provide each hen with light	s. 10.5d	\$200.00
17	Fail to provide each hen with ventilation	s. 10.5d	\$200.00
18	Fail to provide each hen with veterinary care	s. 10.5e	\$200.00
19	Fail to provide each hen with opportunities for essential behaviours	s. 10.5f	\$200.00
20	Fail to maintain enclosure in sanitary/vermin free condition	s. 10.6	\$200.00
21	Fail to keep food/water container in each coop	s. 10.8	\$200.00
22	Fail to keep coop locked from sunset to sunrise	s. 10.9	\$100.00
23	Fail to remove leftover feed, trash and manure in a timely manner	s. 10.10	\$200.00
24	Fail to store manure within a fully enclosed container	s. 10.11a	\$200.00
25	Store more than 1 meter ³ of manure	s. 10.11b	\$200.00
26	Fail to remove all manure not used for fertilizing	s. 10.12	\$200.00

27	Fail to follow biosecurity procedures recommended by the Canadian Food Inspection Agency	s. 10.13	\$500.00
28	Sell eggs from backyard chicken	s. 10.14a	\$200.00
29	Sell manure from backyard chickens	s. 10.14b	\$200.00
30	Sell meat from backyard chicken	s. 10.14c	\$200.00
31	Sell other products derived from outdoor chickens	s. 10.14d	\$200.00
32	Slaughter or euthanize a chicken on property	s. 10.15	\$200.00
33	Dispose of a hen except by delivering it to a farm, abattoir, veterinarian or mobile slaughter unit	s. 10.16	\$200.00

- 17.3 Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.
- 17.4 Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 17.2 of this Bylaw.
- 17.5 If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
- 17.6 Each day on which a person contravenes any provision of this Bylaw shall be deemed to constitute a separate offence under this Bylaw as provided for in section 429(2) of the *Municipal Act, S.O. 2001, c. 25*
- 17.7 Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
- 17.8 Other than as set out in subsection 17.5 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to

prevent the continuation or repetition of the contravention.

DRAFT

**SCHEDULE “XIV”
To BYLAW #24-2025**

Bylaw No. 2023-19 being a Bylaw of the Municipality of Powassan to regulate the use and care of roads is hereby amended as follows:

1. by adding the following definitions to section 1:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

“Penalty Notice” means a notice issued pursuant to the Municipality’s AMPS Bylaw;
2. by adding the following new heading and sections after section 13 and renumbering subsequent sections accordingly:

14. ADMINISTRATIVE PENALTIES

14.1 This Bylaw is a designated Bylaw under the Municipality’s AMPS By-Law.

14.2 An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2023-19
Use and Care of Roads Bylaw**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1.	Permit oils, chemicals or substances to be deposited or spilled on a highway	s. 3(1)(a)	\$500.00
2.	Deposit or cause to be deposited any snow or ice upon any portion of any road or bridge	s. 3(1)(b)	\$500.00

3.	Move snow within the road allowance from one side of the cleared portion of the road allowance	s. 3(1)(c)	\$500.00
4.	Relocate snow within the road allowance in such a manner as to encroach on the cleared portion of the road	s. 3(1)(d)	\$500.00
5.	Encumber or damage a highway by animals, vehicles, or other means.	s. 3(1)(f)	\$500.00
6.	Permit or allow any paper/container, to be blown from private property onto a highway.	s. 3(1)(g)	\$500.00
7.	Obstruct interfere with a culvert/drain/gutter/water course along or upon a highway.	s. 3(1)(h)	\$500.00
8.	Place a plank or other material in or over any gutter/ditch for the purposes of making a crossing	s. 3(1)(i)	\$500.00
9.	Walk upon/ride/drive, or load an animal, or move/ drive/run/propel a vehicle upon/over/across a newly constructed sidewalk or pavement before it has been opened for use by the public.	s. 3(1)(j)	\$500.00
10.	Set or carry fire on a highway.	s. 3(1)(k)	\$500.00
11.	Cause any material to be thrown or piled upon a highway.	s. 3(1)(l)	\$500.00
12.	Sell private property on highway without approval	s. 3(1)(m)	\$500.00
13.	Move/cause to be moved vehicle equipped with cleats/flanges/tracks on wheels/rollers along traveled portion of highway	s. 3(1)(n)	\$500.00
14.	Urinate or defecate on any highway.	s. 3(1)(o)	\$500.00
15.	Remove barricade/notice or use temporarily closed highway	s. 3(1)(p)	\$500.00
16.	Remove/move a barricade/sign/light placed around any excavation in a highway.	s. 3(1)(q)	\$500.00
17.	Erect/maintain gate/door that opens/swings outward over any part of a sidewalk or	s. 3(1)(r)	\$500.00

	highway.		
18.	Move/cause to be moved building/structure into/along/across Highway without approval	s. 3(1)(s)	\$500.00
19.	Owner/occupier of land permit tree/shrub/sapling/hedge/plant to extend over/upon highway	s. 3(2)	\$500.00
20.	Owner/operator of a parking station/parking lot/used car lot/automobile service station/mechanical car wash permit water used for washing or cleaning a motor vehicle to escape upon/overflow/run across/upon a highway.	s. 3(3)	\$500.00
21.	Break/dig up/destroy/damage the grass of a boulevard/a fence, or railing erected and maintained for the protection of the boulevard.	s. 3(4)	\$500.00
22.	Walk on boulevard	s. 3(5)	\$100.00
23.	Erect fence/construct wall/plant hedge in/over/upon highway	s. 3(6)	\$500.00
24.	Pull down/destroy/deface municipal infrastructure	s. 5(1)	\$500.00
25.	Permit floodlight to illuminate highway without approval	s. 6(1)	\$500.00
26.	Person hauling sand/stone/earth permit it to fall/spill/be deposited on highway	s. 11(2)	\$500.00
27.	Fail to remove mud/clay/lime/fertilizer/manure from wheels before entering highway	s. 11(3)	\$500.00
28.	Haul earth/sand/stone in manner to permit damage to highway.	s. 11(4)	\$500.00

- 14.3 Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.
- 14.4 Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 14.2 of this Bylaw.
- 14.5 If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of

a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.

- 14.6 Each day on which a person contravenes any provision of this Bylaw shall be deemed to constitute a separate offence under this Bylaw as provided for in section 429(2) of the *Municipal Act, S.O. 2001, c. 25*
- 14.7 Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
- 14.8 Other than as set out in subsection 14.5 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

**SCHEDULE “XV”
To BYLAW #2026-xx**

Bylaw No. 2020-03 being a Bylaw to prohibit the depositing of snow on any highway or bridge of the Municipality of Powassan is hereby amended as follows:

1. by adding the following definitions to section 2:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

“Penalty Notice” means a notice issued pursuant to the Municipality’s AMPS Bylaw;
2. by adding the following after item #13 under the *Enforcement and Penalties* header and renumbering subsequent sections accordingly:
 14. This Bylaw is a designated Bylaw under the Municipality’s Administrative Monetary Penalty System Bylaw.
 15. An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2020-03
Snow Removal Bylaw**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1.	Deposit/Cause/Permit snow, slush or ice to be deposited on highway or bridge	s. 2	\$155.00
2.	Move snow, slush or ice across a highway	s. 3	\$155.00
3.	Move snow, slush or ice within a highway in a manner that encroaches on the travel portion of the highway	s. 4	\$155.00
4.	Deposit snow, slush or ice in a manner that	s. 5	\$155.00

	obstructs a fire hydrant		
5.	Deposit snow, slush or ice in a manner that obstructs drainage to a catch basin	s. 6	\$155.00
6.	Deposit snow on private property without permission of property owner.	s. 7	\$155.00
7.	Obstruct officer in performance of their duties under this Bylaw	s. 13	\$300.00

16. Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.
17. Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of item #15 of this Bylaw.
18. If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
19. Each day on which a person contravenes any provision of this Bylaw shall be deemed to constitute a separate offence under this Bylaw as provided for in section 429(2) of the *Municipal Act, S.O. 2001, c. 25*
20. Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
21. Other than as set out in section 18 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

Conflicts

22. If a provision or penalty of this Bylaw conflicts with an Act, a regulation or

another Bylaw, the provision or penalty that is the most restrictive shall prevail.

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**SCHEDULE “XVI”
To BYLAW #2026-xx**

Bylaw No. 2019-07 being a Bylaw to regulate the setting of fires, fireworks and to set out precautions to be taken with open air fires, barbecues and gas fired outdoor appliances is hereby amended as follows:

1. by adding the following definitions to section 1:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

"Penalty Notice" means a notice issued pursuant to the Municipality's AMPS Bylaw;

2. by adding the following new heading and sections after section 12 and renumbering subsequent sections accordingly:

13. ADMINISTRATIVE PENALTIES

13.1 This Bylaw is a designated Bylaw under the Municipality's AMPS By-Law.

13.2 An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2019-07
Open Air Burning Bylaw**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision for Creating the offence	COLUMN 3 Administrative Monetary Penalty
1	Set fire to floating lantern	s. 3.1(4)	\$200.00
2	Sell/display for sale fireworks when prohibited	s. 3.1(5)	\$200.00
3	Sell/distribute fireworks to person less than 18 years of age	s. 3.1(6)	\$200.00
4	Set/maintain open air fire without valid permit	s. 3.2(1)	\$200.00

5	Set/maintain fire in contravention of any condition on permit	s. 3.2(2)	\$200.00
6	Discharge fireworks without permit	s. 3.2(3)	\$200.00
7	Discharge fireworks other than consumer class fireworks	s. 3.2(4)	\$400.00
8	Fail to provide permit to enforcement officer upon request	s. 3.2(5)	\$200.00
9	Set/Maintain non-recreational fire outside of prescribed time	s. 3.3(1)	\$200.00
10	Discharge fireworks outside of prescribed time	s. 3.3(1)	\$200.00
11	Set/maintain fire during municipal fire ban/restricted fire zone order	s. 3.4(3)	\$500.00
12	Discharge fireworks during municipal fire ban/restricted fire zone order	s. 3.4(4)	\$500.00
13	Burn grass	s. 3.5	\$200.00
14	Set/maintain fire when conditions unsafe	s. 3.6(1)	\$200.00
15	Discharge fireworks when conditions are unsafe	s. 3.6(2)	\$200.00
16	Set/maintain fire when there is rain/fog	s. 3.6(3)	\$200.00
17	Set/maintain fire while smog alert has been issued	s. 3.6(4)	\$200.00
18	Set/maintain fire that causes a nuisance/hazard	s. 3.6(5)	\$200.00
19	Set/maintain fire on land, not being the owner thereof, without written permission of owner	s. 3.7(1)	\$200.00
20	Set fire on municipally owned land without permission	s. 3.7(2)	\$200.00

21	Discharge fireworks on land, not being the owner thereof, without written permission of owner	s. 3.7(3)	\$200.00
22	Discharge fireworks municipally owned land without permission	s. 3.7(4)	\$200.00
23	Fail to have means of extinguishment immediately available while burning	s. 3.8(1)(a)	\$200.00
24	Fail to ensure constant supervision/control over fire/fireworks	s. 3.8(1)(c)	\$200.00
25	Make unfounded/frivolous complaint regarding permitted fire	s. 3.9	\$200.00
26	Fail to ensure recreational fire is contained in a burning device no greater than 61cm by 61cm	s. 5.2(a)	\$200.00
27	Burn in recreational fire anything other than clean, dry, seasoned wood.	s. 5.2(b)	\$200.00
28	Burn wood with dimension greater than that of burning device	s. 5.2(c)	\$200.00
29	Fail to ensure recreational fire completely confined to open air burning device	s. 5.2(d)	\$200.00
30	Fail to ensure open air burning device is located in safe area	s. 5.2(e)(i)	\$200.00
31	Fail to ensure open air burning device is at least 3 meters from adjacent property line	s. 5.2(e)(ii)	\$200.00
32	Fail to ensure open air burning device is at least 2 meters from any combustible structure or object	s. 5.2(e)(iii)	\$200.00

33	Set/maintain recreational fire when wind exceeds 15km/hr	s. 5.4	\$200.00
34	Fail to ensure non-recreational burn pile does not exceed 2meters in height or diameter	s. 6.1(2)(a)	\$200.00
35	Burn in non-recreational fire anything other than wood or yard waste	s. 6.1(2)(b)	\$200.00
36	Fail to ensure non-recreational fire is located in a safe area	s. 6.1(2)(c)(i)	\$200.00
37	Fail to ensure non-recreational fire is located at least 6 meters from any building/structure	s. 6.1(2)(c)(ii)	\$200.00
38	Fail to ensure non-recreational fire is located at least 6 meters from any property line	s. 6.1(2)(c)(iii)	\$200.00
39	Fail to ensure non-recreational fire is located at least 6 meters from combustible object	s. 6.1(2)(c)(iv)	\$200.00
40	Set/maintain non-recreational fire when wind speed exceeds 15km/h	s. 6.2	\$200.00
41	Set/maintain agricultural fire between sunrise and sunset	s. 7.1(2)(a)	\$200.00
42	Fail to ensure agricultural fire is located at least 20 meters from any building or structure	s. 7.1(2)(c)(ii)	\$200.00
43	Fail to ensure agricultural fire is located at least 20 meters from any adjacent property line	s. 7.1(2)(c)(iii)	\$200.00
44	Set/maintain agricultural fire when wind speed exceeds 15km/h	s. 7.2	\$200.00
45	Discharge fireworks in	s. 8.1(2)(a)(i)	\$200.00

	unsafe area		
46	Discharge fireworks within 20 meters from any building or structure	s. 8.1(2)(a)(ii)	\$200.00
47	Discharge fireworks within 20 meters of adjacent property line	s. 8.1(2)(a)(iii)	\$200.00
48	Discharge fireworks with 20 meters of any combustible object	s. 8.1(2)(a)(iv)	\$200.00
49	Discharge fireworks when wind velocity exceeds 15km/h	s. 8.2	\$200.00
50	Use gas fired outdoor appliance on balcony or rooftop above the first story of building	s. 9.1(2)	\$200.00
51	Use unapproved gas fired device	s. 9.1(3)(a)	\$200.00
52	Use fuel other than propane or natural gas on fuel-fired appliance	s. 9.1(3)(b)	\$200.00
53	Use gas fired appliance in unsafe area	s. 9.1(3)(c)	\$200.00
54	Fail to ensure gas fired appliance is supervised by adult while in use	s. 9.1(3)(d)	\$200.00
55	Use barbeque on balcony or rooftop above the first story of building	s. 10.1(2)	\$200.00
56	Use fuel other than charcoal, briquettes, propane or natural gas in barbeque	s. 10.1(3)(a)	\$200.00
57	Use barbeque in unsafe area	s. 10.1(3)(b)	\$200.00
58	Barbeque not supervised by adult	s. 10.1(3)(c)	\$200.00
59	Hinder/obstruct enforcement officer	s. 11.1(2)	\$500.00
60	Fail to comply with order of enforcement officer	s. 11.3(2)	\$500.00

- 13.3 Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.
- 13.4 Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 13.2 of this Bylaw.
- 13.5 If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
- 13.6 Each day on which a person contravenes any provision of this Bylaw shall be deemed to constitute a separate offence under this Bylaw as provided for in section 429(2) of the *Municipal Act, S.O. 2001, c. 25*
- 13.7 Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
- 13.8 Other than as set out in subsection 13.5 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

**SCHEDULE “XVII”
To BYLAW #2026-xx**

Bylaw No. 2018-47 being a Bylaw to regulate smoking of tobacco, tobacco-like product or other plant materials on municipal owned lands within the Municipality of Powassan is hereby amended as follows:

1. by adding the following definitions to section 1:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

"Penalty Notice" means a notice issued pursuant to the Municipality's AMPS Bylaw;

2. by adding the following new heading and sections after section 7 and renumbering subsequent sections accordingly:

ADMINISTRATIVE PENALTIES

8. This Bylaw is a designated Bylaw under the Municipality's AMPS By-Law.

9. An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2018-47
Smoking Bylaw**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision creating or defining the offence	COLUMN 3 Administrative Monetary Penalty
1.	Smoke in an enclosed public space	s. 2(1)(a)	\$155.00
2.	Smoke in an enclosed workplace	s. 2(1)(b)	\$155.00
3.	Smoke outdoors on municipal property	s. 2(1)(c)	\$155.00
4.	Smoke outdoors within sports field	s. 2(1)(d)	\$155.00
5.	Smoke on land containing a playground	s. 2(1)(e)	\$155.00
6.	Smoke within 9 meters of an entrance to a municipal facility	s. 2(1)(f)	\$155.00
7.	Smoke where prohibited by a sign	s. 2(1)(g)	\$155.00

10. Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.
11. Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 9 of this Bylaw.
12. If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
13. Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
14. Other than as set out in subsection 12 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

**SCHEDULE “XVIII”
To BYLAW #2026-xx**

Bylaw No. 2017-09 being a Bylaw for the use, regulation and protection of Municipal parks and recreation areas is hereby amended as follows:

1. by adding the following definitions to section 2:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

“Penalty Notice” means a notice issued pursuant to the Municipality’s AMPS Bylaw;
2. by adding the following new heading and sections after section 6 and renumbering subsequent sections accordingly:

7. ADMINISTRATIVE PENALTIES

7.1 This Bylaw is a designated Bylaw under the Municipality’s AMPS By-Law.

7.2 An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2017-09
Parks Bylaw**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision creating or defining the offence	COLUMN 3 Administrative Monetary Penalty
1.	Drive/ride/operate vehicle/skateboard/inline skates in park/recreation area where prohibited by signs	s. 4.1(1)	\$100.00
2.	Drive, ride or operate motor vehicle, e-scooter or horse drawn conveyance on multi-use pathway in park/recreation area	s. 4.1(2)	\$100.00
3.	Drive, ride or operate bicycle, motor vehicle or e-bike on hiking trail in park/recreation area	s. 4.1(3)	\$100.00
4.	Operate motor vehicle in park/recreation area except on roadway or authorized parking area	s. 4.1(4)	\$100.00
5.	Operate motor vehicle in park/recreation area	s. 4.1(6)	\$100.00

	between 10:00pm and 6:00am while unauthorized		
6.	Make offensive verbal or physical gestures in park/recreation area	s. 4.1(7)(a)	\$100.00
7.	Make noise in park/recreation area likely to disturb other inhabitants/interfere with enjoyment	s. 4.1(7)(b)	\$100.00
8.	Urinate/defecate in park/recreation area except in designated washroom facility	s. 4.1(7)(c)	\$100.00
9.	Paint likeness, take picture, record video or audio of any persons in park/recreation area without consent	s. 4.1(9)	\$100.00
10.	Loiter in park or recreation area	s. 4.1(11)	\$100.00
11.	Hold or take part in unauthorized public meeting in park/recreation area	s. 4.1(13)	\$100.00
12.	Play or practice golf/strike golf ball in park/recreation area	s. 4.1(14)	\$100.00
13.	Enter or remain in park or recreation area between 10:00pm and 6:00 am the following day without authorization	s. 4.1(15)	\$100.00
14.	Operate a motorized snow vehicle in park/recreation area except on designated trails	s. 4.1(16)	\$100.00
15.	Climb/damage/burn/pick/remove tree/flower/plant/roots/grass/soil/earth/rock in park/recreation area	s. 4.1(17)	\$100.00
16.	Cause/permit animal to damage tree/shrub/plant in park/recreation area	s. 4.1(18)	\$100.00
17.	Post sign/poster on tree/brush/shrub in park/recreation area	s. 4.1(19)	\$100.00
18.	Remove/break/deface/damage any building/monument/item belonging to the Municipality in park/recreation area	s. 4.1(20)	\$300.00
19.	Fail to deposit refuse in containers provided/remove refuse from park/recreation area	s. 4.1(21)	\$100.00
20.	Cause/permit animal to enter into swimming area/spray pad in park/recreation area intended for humans only	s. 4.1(23)	\$100.00
21.	Remove or injure nest/egg of bird in park/recreation area	s. 4.1(25)	\$100.00
22.	Hinder/obstruct or attempt to hinder/obstruct any person exercising duty under this Bylaw	s. 4.1(26)	\$300.00
23.	Enter washroom/change room in park/recreation area set apart for opposite sex	s. 4.1(30)	\$100.00
24.	Loiter/engage in offensive conduct in washroom/change room in park/recreation area	s. 4.1(31)	\$100.00
25.	Permit dog to run at large in park/recreation area	s. 4.1(33)	\$100.00
26.	Fail to remove and dispose of excrement of dog under ownership/control in park/recreation area	s. 4.1(34)	\$100.00
27.	Interfere with event in park/recreation area	s. 4.1(35)	\$100.00

	authorized by Municipality		
28.	Drive/ride e-bike in park/recreation area under motor power	s. 4.1(37)	\$100.00
29.	Operate e-bike in park/recreation area if under 16 years of age	s. 4.1(38)	\$100.00
30.	Operate e-bike in park/recreation area without wearing motorcycle helmet	s. 4.1(39)	\$100.00
31.	Throw stones in park/recreation area	s. 4.1(41)	\$100.00
32.	Ignite/discharge fireworks in park/recreation area without authorization	s. 4.1(42)	\$100.00
33.	Start/maintain fire in park/recreation area without approval	s. 4.3(1)	\$100.00
34.	Use sports field for game/practice without approval	s. 4.3(2)	\$100.00
35.	Erect tent/shelter/park trailer of any kind for overnight accommodation in park/recreation area without approval	s. 4.3(3)	\$100.00
36.	Hold organized gathering of more than 25 persons in park/recreation area without approval	s. 4.3(5)	\$100.00
37.	Hold gathering that obstructs vehicular traffic in park/recreation area without approval	s. 4.3(6)	\$100.00
38.	Ride/lead horse/pony/donkey/mule in area not designated without approval	s. 4.3(8)	\$100.00
39.	Drive/lead/use horse drawn wagon/sleigh in park/recreation area without approval	s. 4.3 (9)	\$100.00
40.	Post sign/poster in park/recreation area without approval	s. 4.3(10)	\$100.00
41.	Sell refreshments/merchandise in park/recreation area without approval	s. 4.3(11)	\$100.00
42.	Use metal detector in park/recreation area without approval	s. 4.3(13)	\$100.00
43.	Solicit funds for any charities/organizations/individuals in park/recreation area without approval	s. 4.3(14)	\$100.00
44.	Allow dog/animal to enter building/change room in park/recreation area without approval	s. 4.3(16)	\$100.00
45.	Disturb/wound/kill/injure any animal in park/recreation area without approval.	s. 4.3(17)	\$100.00
46.	Use cellular phone/camera/recording device in change room/washroom in park/recreation area	s. 4.3(18)	\$100.00
47.	Contravene "Order to Discontinue Activity" in park/recreation area	s. 5.2(d)	\$300.00

- 7.3 Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.

- 7.4 Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 7.2 of this Bylaw.
- 7.5 If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
- 7.6 Each day on which a person contravenes any provision of this Bylaw shall be deemed to constitute a separate offence under this Bylaw as provided for in section 429(2) of the *Municipal Act, S.O. 2001, c. 25*
- 7.7 Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
- 7.8 Other than as set out in subsection 7.5 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

**SCHEDULE “XIX”
To BYLAW #2026-xx**

Bylaw No. 2016-10 being a Bylaw to establish standards respecting exterior property maintenance and grass control on residential lands is hereby amended as follows:

1. by adding the following definitions to section 1:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

"Penalty Notice" means a notice issued pursuant to the Municipality's AMPS Bylaw;

2. by adding the following new heading and sections after section 4 and renumbering subsequent sections accordingly:

5. ADMINISTRATIVE PENALTIES

5.1 This Bylaw is a designated Bylaw under the Municipality's AMPS By-Law.

5.2 An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2019-10
Clean Yards Bylaw**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Fail to ensure lands are kept free of domestic waste	s. 3.1	\$200.00
2	Fail to ensure grass and weeds are trimmed or cut to a height of 20 centimeters	s. 3.2	\$200.00

3	Store an inoperative motor vehicle or parts thereof upon land	s. 3.3.1	\$200.00
4	Hinder/obstruct enforcement officer	s. 4.3	\$200.00
5	Fail to comply with order of enforcement officer	s. 4.6	\$200.00

- 5.3 Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.
- 5.4 Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 5.2 of this Bylaw.
- 5.5 If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
- 5.6 Each day on which a person contravenes any provision of this Bylaw shall be deemed to constitute a separate offence under this Bylaw as provided for in section 429(2) of the *Municipal Act, S.O. 2001, c. 25*
- 5.7 Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
- 5.8 Other than as set out in subsection 5.5 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

**SCHEDULE “XX”
To BYLAW #2026-xx**

Bylaw No. 2009-12 being a Bylaw to identify water and sewer service areas for the Municipality of Powassan and to regulate the use of such works is hereby amended as follows:

1. by adding the following definitions to section 2:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

“Penalty Notice” means a notice issued pursuant to the Municipality’s AMPS Bylaw;
2. by adding the following new heading and sections after section 19 and renumbering subsequent sections accordingly:

20. ADMINISTRATIVE PENALTIES

20.1 This Bylaw is a designated Bylaw under the Municipality’s AMPS By-Law.

20.2 An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2009-12
Water and Sewer Regulations Bylaw**

ITEM	Column 1 Short Form Wording	Column 2 Provision Creating or Defining Offence	Column 3 Set Fine
1.	Connection prior to a permit being issued.	s. 4.7	\$300.00
2.	Failing to ensure that all connections to buildings containing commercial and industrial uses include a “grease trap.	s. 7.1	\$300.00
3.	Fail to ensure that grease traps are maintained and inspected on an annual basis,	s. 7.2	\$300.00
4.	Fail to submit written maintenance and inspection documentation to municipality	s. 7.2	\$300.00

5.	Fail to disconnect/cease use of existing septic system upon connection of buildings thereon to the Sewage Works.	s. 10.1	\$300.00
7.	Discharging or permitting to be discharged into the sewage works any industrial/commercial waste.	s. 12.1(a)	\$500.00
8.	Discharging or permitting to be discharged into the sewage works any hauled domestic sewage.	s. 12.1(b)	\$500.00
9.	Discharging or permitting to be discharged into the sewage works any cooling water, storm water or uncontaminated water	s. 12.1(c)	\$500.00
10.	Discharge any storm water including surface water, ground water rain run off, foundation drain or other sub-surface drainage into sewage systems	s. 12.1(d)	\$500.00
11.	Deposit into any sewer/opening or receptacle connected to the sewer system, any unauthorized material	s. 12.2	\$500.00
12.	Discharge substance into the sewage works causing a health or safety hazard to authorized sewage works person	s. 12.3 (a)	\$500.00
13.	Discharging of substance into the sewage works causing a breach of the Ontario Water Resources Act or the Environmental Protection Act	s. 12.3 (b)	\$500.00
14.	Discharge substance into sewage works causing biosolids to which sewage discharge fails to meet permitted standards	s. 12.3 (c)	\$500.00
15.	Discharging of substance into the sewage works causing an obstruction or restriction to the flow of the sanitary sewer;	s. 12.3 (d)	\$500.00
16.	Discharging of substance into the sewage works causing an offensive odor to emanate from the sanitary sewer or sewage works;	s. 12.3 (e)	\$500.00
17.	Discharging of substance into the sewage works causing damage to the sanitary sewer works infrastructure;	s. 12.3 (f)	\$500.00
18.	Discharging of substance into the sewage works causing interference with the operation or maintenance at a sewage works.	s. 12.3 (g)	\$500.00

19.	Connection of sump pumps, down spouts or any other drainage works, that collects storm water or groundwater, to the sanitary sewer work systems.	s. 12.4	\$300.00
20.	Person, other than municipal employee opening or causing to be opened a fire hydrant forming part of a municipal water works system.	s. 14.1	\$500.00
21.	Willfully or negligently breaking, damaging, destroying, defacing or tampering with any structure, appurtenance or equipment which is part of a water works or sewer works system.	s. 15.1	\$500.00

- 20.3 Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.
- 20.4 Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 20.2 of this Bylaw.
- 20.5 If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
- 20.6 Each day on which a person contravenes any provision of this Bylaw shall be deemed to constitute a separate offence under this Bylaw as provided for in section 429(2) of the *Municipal Act, S.O. 2001, c. 25*
- 20.7 Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
- 20.8 Other than as set out in subsection 20.5 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

**SCHEDULE “XXI”
To BYLAW #2026-xx**

Bylaw No. 2008-23 being a Bylaw to regulate signs and other advertising devices, including posting of notices on public property within the Municipality of Powassan is hereby amended as follows:

1. by adding the following definitions to section 1:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

"Penalty Notice" means a notice issued pursuant to the Municipality's AMPS Bylaw;
2. by adding the following new heading and sections after section 3 and renumbering subsequent sections accordingly:

4. ADMINISTRATIVE PENALTIES

- 4.1 This Bylaw is a designated Bylaw under the Municipality's AMPS By-Law.
- 4.2 An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2008-23
Sign Bylaw**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Erect, display, or maintain sign resembling official traffic or government sign or signal	s. 2.0	\$250.00

2	Owner erect, construct, or alter sign or advertising device that does not conform with this Bylaw, the Ontario Building Code, or any order under this Bylaw	S. 2.1	\$250.00
3	Construct, affix, attach, fasten, alter, display, or continue to display any sign which obstructs the sight triangle of or access to a fire hydrant	S. 2.4.1	\$250.00
4	Construct, affix, attach, fasten, alter, display, or continue to display any sign which obstructs the sight triangle of or access to a sprinkler connection	s. 2.4.2	\$250.00
5	Construct, affix, attach, fasten, alter, display, or continue to display any sign which obstructs the sight triangle of or access to a traffic sign	S. 2.4.3	\$250.00
6	Construct, affix, attach, fasten, alter, display, or continue to display any sign which obstructs the sight triangle of or access to a manhole or catch basin	S. 2.4.4	\$250.00
7	Construct, affix, attach, fasten, alter, display, or continue to display any sign which obstructs the sight triangle of or access to a fire escape/emergency exit from a building	S. 2.4.5	\$250.00
8	Construct, affix, attach, fasten, alter, display, or continue to display any sign which obstructs the sight triangle of or access to an intersection	S. 2.4.6	\$250.00

9	Owner, lessee, or agent of land on which sign is erected, fail to maintain sign so that it does not become unsafe, illegible, dangerous, or defective	S. 2.5	\$250.00
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- 4.3 Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.
- 4.4 Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 4.2 of this Bylaw.
- 4.5 If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
- 4.6 Each day on which a person contravenes any provision of this Bylaw shall be deemed to constitute a separate offence under this Bylaw as provided for in section 429(2) of the *Municipal Act, S.O. 2001, c. 25*
- 4.7 Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
- 4.8 Other than as set out in subsection 4.5 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

SCHEDULE “XXII”

To BYLAW #2026-xx

Bylaw No. 2005-10 being a Bylaw to regulate the use of water within the Municipality of Powassan is hereby amended as follows:

1. by adding the following definitions to section 1:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

“Penalty Notice” means a notice issued pursuant to the Municipality’s AMPS Bylaw;

2. by adding the following new heading and sections after section 5 and renumbering subsequent sections accordingly:

6. ADMINISTRATIVE PENALTIES

6.1 This Bylaw is a designated Bylaw under the Municipality’s AMPS By-Law.

6.2 An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2005-10
Use of Water Bylaw**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Cause or permit the irrigation of lands using pressurized water from the Corporation’s water supply outside of permitted days	s. 2.1a	\$100.00

2	Cause or permit the irrigation of lands using pressurized water from the Corporation's water supply for greater than three hours in a forty-eight hour period	S. 2.1b	\$100.00
3	Cause or permit the washing of sidewalks, driveways, parking areas, patios, or other paved lands using pressurized water from the Corporation's municipal water supply during the months of June, July, or August	S. 2.2	\$100.00

- 6.3 Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.
- 6.4 Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 6.2 of this Bylaw.
- 6.5 If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
- 6.6 Each day on which a person contravenes any provision of this Bylaw shall be deemed to constitute a separate offence under this Bylaw as provided for in section 429(2) of the *Municipal Act, S.O. 2001, c. 25*
- 6.7 Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
- 6.8 Other than as set out in subsection 6.5 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

**SCHEDULE “XXIII”
To BYLAW #2026-xx**

Bylaw No. 2001-29 being a Bylaw to control noise emission within the Municipality of Powassan is hereby amended as follows:

1. by adding the following definitions before section 1 and renumbering subsequent sections accordingly:

1. Definitions

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

"Penalty Notice" means a notice issued pursuant to the Municipality's AMPS Bylaw;

2. by adding the following new heading and sections after section 5 and renumbering subsequent sections accordingly:

6. ADMINISTRATIVE PENALTIES

6.1 This Bylaw is a designated Bylaw under the Municipality's AMPS By-Law.

6.2 An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2001-29
Noise Bylaw**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Unnecessary noise from signal device on vehicle	s. 2.1	\$100.00
2	Sound from equipment /instrument which disturbs the peace	s. 2.2/2.3	\$100.00
3	Sound made by pets which disturbs the peace	s. 2.4	\$100.00
4	Grating, grinding, or rattling noise or sound	s. 2.5	\$100.00

	caused by a vehicle as described		
5	Sound from operations	s. 2.6	\$100.00
6	Blowing of air steam or air whistle	s. 2.7	\$100.00
7	Noise from exhaust	s. 2.8	\$100.00
8	Unnecessary noise in the vicinity of any school or church while in session	s. 2.9	\$100.00
9	Shouting or hollering in an unnecessary and disturbing manner in or adjacent to any public street or place	s. 2.10	\$100.00
10	Cause or permit the sounding of the whistle of any railway vehicle or other vehicle unnecessarily	s. 2.11	\$100.00
11	Lawnmower operation during prohibited times	s. 2.12	\$100.00

- 6.3 Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.
- 6.4 Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 6.2 of this Bylaw.
- 6.5 If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
- 6.6 Each day on which a person contravenes any provision of this Bylaw shall be deemed to constitute a separate offence under this Bylaw as provided for in section 429(2) of the *Municipal Act, S.O. 2001, c. 25*
- 6.7 Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
- 6.8 Other than as set out in subsection 6.5 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

SCHEDULE “XXIV”

To BYLAW #2026-xx

Bylaw No. 2001-30 being a Bylaw to licence, regulate and govern automobile wrecking yards and dealers in second-hand goods, and for revoking any such licence is hereby amended as follows:

1. by adding the following definitions to section 2:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

"Penalty Notice" means a notice issued pursuant to the Municipality's AMPS Bylaw;
2. by adding the following new heading and sections after section 11 and renumbering subsequent sections accordingly:

12. ADMINISTRATIVE PENALTIES

- 12.1 This Bylaw is a designated Bylaw under the Municipality's AMPS By-Law.
- 12.2 An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2001-30
Wrecking Yards and Dealers in Second-Hand Goods Bylaw**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Operate automobile wrecking yard – no licence	s. 4.1	\$50.00
2	Deal in second-hand goods – no licence	s. 4.1	\$50.00
3	Operate on prohibited land	s. 5.1	\$50.00
4	Operate auto wrecking yard when attendant is not on duty	s. 5.1	\$50.00

5	Auto yard is located on water or flood plain	s. 5.1	\$50.00
6	Auto yard drains to waterways	s. 5.1	\$50.00
7	Auto yard not located and operated as to reduce to a minimum inconvenience of noise, dust and traffic	s. 5.1	\$50.00
8	Auto yard not located and operated to reduce to a minimum the hazards or safety of persons or property including hazards from fire or vermin	s. 5.1	\$50.00
9	Open burning	s. 5.1	\$50.00
10	Auto yard not operated in an orderly fashion with adequate supervision	s. 5.1	\$50.00
11	Scavenging	s. 5.1	\$50.00
12	No adequate buffer to minimize noise, odour, or visual pollution	s. 5.1	\$50.00
13	Auto yard not concealed from public view by fence or by natural foliage	s. 5.1	\$50.00
14	Fluids not drained from derelict automobiles	s. 5.1	\$50.00
15	Requirements specified in the license not complied with at all times	s. 5.1	\$50.00
16	Failure to remove derelict automobiles/used automobile parts	s. 10.1	\$50.00

- 12.3 Each person who has been issued a Penalty Notice shall be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.
- 12.4 Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 12.2 of this Bylaw.
- 12.5 If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
- 12.6 Each day on which a person contravenes any provision of this Bylaw shall be deemed to constitute a separate offence under this Bylaw as provided for in section 429(2) of the *Municipal Act, S.O. 2001, c. 25*
- 12.7 Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of

\$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.

- 12.8 Other than as set out in subsection 12.5 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

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SCHEDULE “XXV”

To BYLAW #2026-xx

Bylaw No. 2001-31 being a Bylaw to licence mobile food vendors and hawkers and pedlars is hereby amended as follows:

1. by adding the following definitions:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

“Penalty Notice” means a notice issued pursuant to the Municipality’s AMPS Bylaw;

2. by adding the following new heading and sections after section 21 and renumbering subsequent sections accordingly:

ADMINISTRATIVE PENALTIES

22. This Bylaw is a designated Bylaw under the Municipality’s AMPS By-Law.

23. An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2001-31
Mobile Food Vendors, Hawkers and Pedlars Bylaw**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Administrative Monetary Penalty
1	Operate refreshment vehicle – no licence	s. 1	\$500.00
2	No letter of compliance from health unit	s. 2	\$500.00
3	Operate refreshment vehicle – no inspection report	s. 3	\$500.00
4	No licence displayed on refreshment vehicle	s. 4	\$300.00

5	Operate refreshment vehicle not at approved location	s. 6	\$300.00
6	Area not free of litter	s. 7	\$300.00
7	Operate as Hawker/Pedlar – no licence	s. 11	\$500.00
8	No original licence on person during business	s. 16	\$300.00

24. Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.
25. Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 23 of this Bylaw.
26. If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.
27. Each day on which a person contravenes any provision of this Bylaw shall be deemed to constitute a separate offence under this Bylaw as provided for in section 429(2) of the *Municipal Act, S.O. 2001, c. 25*
28. Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
29. Other than as set out in subsection 26 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

SCHEDULE “XXV”

To BYLAW #2026-xx

Bylaw No. 2026-XX being a Bylaw to prohibit and regulate parking is hereby amended as follows:

1. by adding the following definitions:

"AMPS Bylaw" shall mean the Administrative Monetary Penalties System Respecting Non-Parking Violations Bylaw as amended or any successor thereto;

“Penalty Notice” means a notice issued pursuant to the Municipality’s AMPS Bylaw;

2. by adding the following new heading and sections after section 46 and renumbering subsequent sections accordingly:

ADMINISTRATIVE PENALTIES

47. This Bylaw is a designated Bylaw under the Municipality’s AMPS By-Law.

48. An Officer who is satisfied that a person has contravened any provision of this Bylaw, which includes without limitation any requirement or condition of a licence, permit, order or direction, may issue a Penalty Notice to the person for each contravention in the amount set out in Column 3 of the following table for the applicable contravention:

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
ADMINISTRATIVE MONETARY PENALTIES
BYLAW # 2026-XX
Parking Bylaw**

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision creating or defining the offence	COLUMN 3 Administrative Monetary Penalty
1.	Fail to park on the right hand side of highway.	s. 6(1)	\$50.00
2.	Fail to park within 50cm of curb/edge of roadway.	s. 6(2)	\$50.00
3.	Fail to park within painted lines in designated parking space.	s. 7	\$50.00
4.	Park/stop/stand vehicle in manner that	s. 8	\$50.00

	interferes with movement of traffic/clearing of snow.		
5.	Park where prohibited by authorized sign.	s. 10	\$50.00
6.	Park vehicle on sidewalk.	s. 11	\$50.00
7.	Park vehicle on boulevard.	s. 12	\$50.00
8.	Park vehicle on crosswalk.	s. 13	\$50.00
9.	Park vehicle in intersection/obstruct intersection.	s. 14	\$50.00
10.	Park vehicle within 3 metres of corner.	s. 15	\$50.00
11.	Park vehicle in front of public/private entrance/driveway.	s. 16	\$50.00
12.	Park vehicle within 3 metres of hydrant.	s. 17	\$50.00
13.	Park vehicle within 90 metres of fire scene in progress.	s. 18	\$100.00
14.	Park vehicle on/within 10 metres of a bridge.	s. 19	\$50.00
15.	Park vehicle on approach to fire station/police station/ambulance station.	s. 20	\$250.00
16.	Park vehicle on roadway side of vehicle parked at edge of highway.	s. 21	\$50.00
17.	Park vehicle in manner that will prevent removal of previously parked vehicle.	s. 22	\$50.00
19.	Park vehicle on highway for more than 72 consecutive hours.	s. 23	\$50.00
20.	Park vehicle on highway while advertising for sale by way of sign.	s. 24	\$50.00
21.	Park vehicle on highway without currently valid permit.	s. 26(1)(a)	\$50.00
22.	Park vehicle on highway without issued number plates properly affixed.	s. 26(1)(b)	\$50.00
23.	Park vehicle on highway without evidence of current permit validation affixed to number plate	s. 26(1)(c)	\$50.00
24.	Park bus/commercial motor vehicle/heavy vehicle/recreational vehicle/construction equipment on highway within residential zone	s. 27	\$50.00
25.	Park unattached trailer on highway	s. 28	\$50.00
26.	Park vehicle on highway if vehicle on jack/similar device	s. 29(1)	\$50.00
27.	Park vehicle on highway when one or more wheels have been removed	s. 29(2)	\$50.00
28.	Park vehicle on a highway in a fire route/emergency access route	s. 30	\$250.00
30.	Park vehicle on highway in designated accessible parking space without valid permit	s. 31(1)	\$300.00
31	Park vehicle on highway in designated accessible parking space if permit not	s. 31(2)	\$300.00

	displayed as required		
32.	Park vehicle on highway in designated accessible parking space for more than 2 hours	s. 32	\$50.00
33.	Park vehicle on any highway between 11:00pm and 7:00am between November 1 and March 31	s. 33	\$50.00
34.	Park vehicle on highway when snow removal sign posted	s. 34(1)	\$50.00
35.	Fail to remove vehicle parked on highway within 12 hours of snow removal sign being posted	s. 34(2)	\$50.00
36.	Park vehicle on highway during snowfall or within e 24-hour period following a snowfall	s. 35	\$50.00
37.	Park vehicle on highway within 3 metres of any corner when sign on display	s. 36(1)	\$50.00
38.	Park vehicle on highway other than on one side when roadway is less than 7.5m wide when signs on display	s. 36(2)	\$50.00
39.	Park vehicle on highway other than bus at designated bus stop when sign on display	s. 37	\$50.00
40.	Park vehicle on highway where angle parking permitted not at angle indicated by authorized sign	s. 38(2)	\$50.00
41.	Park vehicle on highway where prohibited by authorized sign	s. 39	\$50.00
42.	Park vehicle on highway in area identified as loading zone for longer than time specified by authorized sign	s. 41	\$50.00

49. Each person who has been issued a Penalty Notice shall, be liable to pay the administrative penalty set out in the Penalty Notice to the Municipality within 15 days of the date of issuance after the completion of service.
50. Where a Penalty Notice has been canceled under the Municipality's AMPS Bylaw it shall not be considered a Penalty Notice for the purposes of subsection 48 of this Bylaw.
51. If a person is issued a Penalty Notice, the person shall not be charged with an offence or issued an additional Penalty Notice in respect of the same contravention. For clarity, the person may be charged for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention after the date in the Penalty Notice. Likewise, a person may be issued a Penalty Notice for a different contravention of this Bylaw, a repetition of a contravention, or in the case of a continuing contravention, a continuation of the contravention

after the date(s) of the offence set out in any charges or the contravention set out in the Penalty Notices that have been issued.

52. Each day on which a person contravenes any provision of this Bylaw shall be deemed to constitute a separate offence under this Bylaw as provided for in section 429(2) of the *Municipal Act, S.O. 2001, c. 25*
53. Each subsequent contravention that results in a conviction for the same offence will yield a higher fine (doubling each time) to a maximum of \$5,000.00 for a person and \$10,000.00 for every director, officer or employee of a corporation.
54. Other than as set out in subsection 51 of this Bylaw, the issuing of a Penalty Notice does not limit the Municipality's ability to initiate any other proceeding or seek any other remedy the Municipality deems appropriate to prevent the continuation or repetition of the contravention.

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN
BYLAW NO. 2026-22
(St. Joseph's)

Being a Bylaw to amend Bylaw No. 2003-38, as amended, the Zoning Bylaw for the Municipality of Powassan with respect to lands described as 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.

WHEREAS the Council of the Corporation of the Municipality of Powassan is empowered to pass Bylaws to regulate the use of land pursuant to Section 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended;

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

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

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

1. **THAT** Schedule 'A' to Zoning By-law No. 2003-38 as amended, is hereby further amended by rezoning the lands described as Part of Lot 16, Concession 12; Lot 18, Registered Plan 322 (Himsworth); PIN 52208-0274 (LT), in the Municipality of Powassan from Institutional (I) Zone to Village Residential One (RV1) Zone as shown hatched on Schedule 'A' attached hereto and forming part of this By-law.
2. This By-law shall come into effect upon the date of passage hereof, subject to the provisions of Section 34 (30) and (31) of the Planning Act, 1990.

READ a **FIRST** and **SECOND** time on this the 16th day of June 2026 and **READ** a **THIRD** and **FINAL** time and passed as such in open Council this 14th day of July 2026.

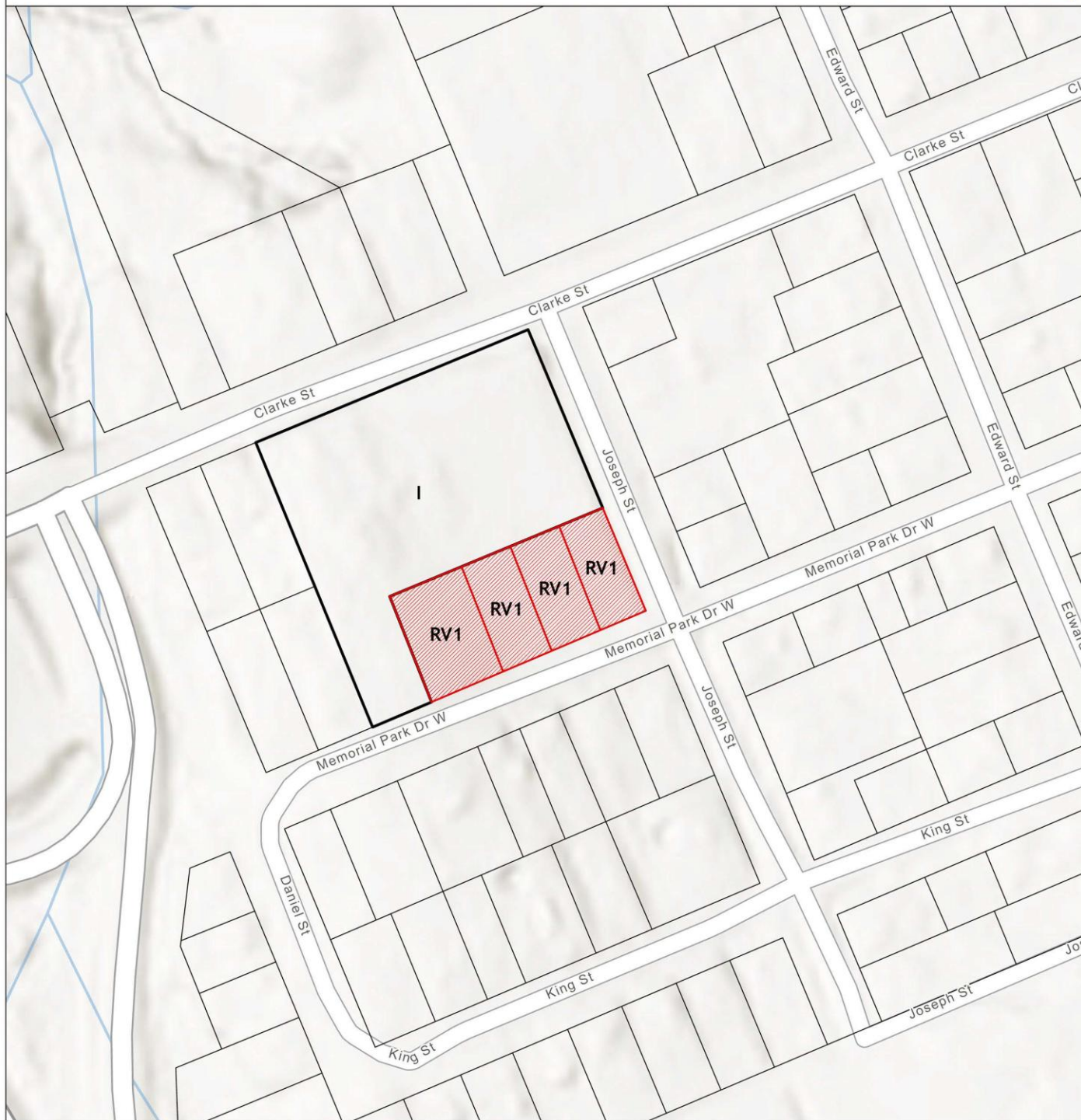
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Mayor

Clerk

THE MUNICIPALITY OF POWASSAN

SCHEDULE 'A' TO BY-LAW No. _____



 LANDS TO BE REZONED FROM INSTITUTIONAL (I)
TO VILLAGE RESIDENTIAL ONE (RV1)



THIS IS SCHEDULE 'A' TO BY-LAW No. _____

PASSED THIS _____ DAY OF _____ 2026.

THIS DRAWING IS PROVIDED FOR ILLUSTRATION PURPOSES
ONLY AND SHOULD NOT BE RELIED UPON FOR EXACT
BOUNDARY DETERMINATIONS.
FOR AUTHORIZED BOUNDARY INFORMATION, PLEASE
CONTACT THE MUNICIPALITY OF POWASSAN.

MAYOR _____

CLERK _____

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW #2026-24

Being A Bylaw to Control Noise Within the Municipality of Powassan

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 Bylaw 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 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.

SECTION 10 – REPEAL

- 10.1 This Bylaw repeals Bylaw Number 2001-29

SECTION 11 – SCHEDULES

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

SECTION 12 – ENACTMENT

- 12.1 That this Bylaw shall take effect on the date it is passed.

READ a **FIRST** and **SECOND** time on the 14th day of July 2026 and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council the 11th day of August 2026.

Mayor

Clerk

SCHEDULE A to BYLAW #2026-24

Municipality of Powassan

Part I Provincial Offences Act

Bylaw #2026-24 'Noise Control' Bylaw

	Prohibitions	Prohibited Period of Time
1	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
2	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
3	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
4	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
5	The operation of any motorized conveyance other than on a highway or authorized trail.	11:00 p.m. one day to 7:00 a.m. the next day
6	The operation of a motorized conveyance resulting in excessive noise.	11:00 p.m. one day to 7:00 a.m. the next day
7	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
8	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
9	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
10	Yelling, shouting, hooting or hollering.	11:00 p.m. one day to 7:00 a.m. the next day
11	Loud playing of musical instruments.	11:00 p.m. one day to 7:00 a.m. the next day
12	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
13	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
14	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

SCHEDULE B to BYLAW #2026-24**Municipality of Powassan****Part I Provincial Offences Act****Bylaw #2026-24 'Noise Control' Bylaw**

ITEM	COLUMN 1 Short form wording	COLUMN 2 Provision creating or defining offence	COLUMN 3 Set Fine
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

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

Date:	July 9, 2026	No. of Pages:	2 + Encl.
Project:	TCCC Restoration	Project No.:	TE-45355-25
Address:	191 Main Street West, Powassan	Permit No.:	-
Client:	Municipality of Powassan		
Distribution:	Trevor Keefe	Municipality of Powassan	tkeefe@powassan.net

Background

Tacoma Engineers has been retained by Municipality of Powassan to provide structural engineering for the arena at 191 Main Street West, Powassan. Tacoma Engineers has been working with the municipality to identify and detail repair and restoration work related to deteriorating building columns. While the municipality analyzes the long-term plan for the region, it has been requested that the building be cleared for use for an additional winter season.

The intent of this memorandum is to describe the conditions under which the facility may remain open for the upcoming winter season.

Comments

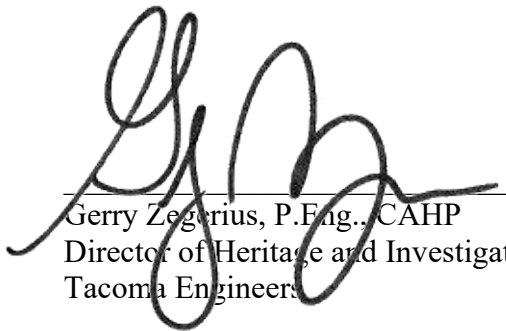
Many of the following conditions were listed in previous reports, and they continue to apply to the upcoming winter season (2026-2027). Additional comments have been added for clarity.

1. All short term bracing currently installed in the building is to be retained and kept in good repair.
2. The current design snow load for a community centre (high importance factor) in Trout Creek is 2.94 kPa. Since this design load is significantly greater than the capacity of the roof structure based on its actual design, Tacoma Engineers recommends that this building be excluded from the Municipalities Emergency Plan that would call for a community centre to be utilized as a shelter location in an emergency situation.
3. Using the information presented in the National Research Council Canada Structural Commentaries, referenced in the Ontario Building Code, the density of snow in an accumulated state can be capped at 4.0 kN/m³ (Commentary G, Clause 8). In reference to the design snow load of 2.4 kPa, this would equate to a 0.6m (24") allowable depth of snow accumulation to reach the design load. Tacoma recommends that indicators be added to the roof set at 18" in height. If snow accumulation exceeds that amount (covers the indicators), the roof snow must be removed in a careful, balanced approach. It should be noted that the Owner's representative has reported that this was a successful approach during the winter of 2025-2026, and that the roof did not retain significant snow accumulation that required removal.
4. If at any time, cracks, settlement or any other distress be noticed in the building structure, Tacoma Engineers or another professional engineer must be retained to immediately review the structure. **All operations within the building, without exception, must be stopped until cleared to resume.**

The above conditions apply to the TCCC until April 30th, 2027. Additional and ongoing condition reviews are required should the municipality elect to use the building past the end of April 2027.

If there are any questions about the recommendations outlined above, please contact the undersigned at your convenience.

Per



Gerry Zegerius, P.Eng., CAHP
Director of Heritage and Investigation, Management Associate
Tacoma Engineers



Encl. none



774-2026-202

July 7, 2026

His Worship Peter McIsaac
Mayor
Municipality of Powassan
pmcisaac@powassan.net

Dear Mayor McIsaac,

Thank you for your continued leadership and the dedicated work you do every day to support your residents and help build strong communities across Northern Ontario. The success of our region is rooted in your commitment to local priorities and the people you serve.

As we face economic and trade challenges, the path forward is clear. It is more important than ever that we work together to ensure that economic development efforts create resilience and long-term prosperity across our region.

Last year, we announced a strategic refocusing of the Northern Ontario Heritage Fund Corporation to ensure these resources are concentrated on projects that create jobs and can be economic catalysts for your communities and regions.

As Minister of Northern Economic Development and Growth and Chair of the Northern Ontario Heritage Fund Corporation (NOHFC), I have witnessed first-hand the meaningful impact strategic NOHFC investments can have. From supporting local businesses to unlocking new opportunities for growth and innovation, NOHFC-supported projects are helping to create good-paying jobs, contribute to long-term economic development and move our region forward in a tangible way.

As leaders in your communities and regions, you understand where these opportunities are emerging, where challenges are limiting prosperity and where targeted investments can accelerate growth.

I ask you to work with your partners and bring these types of prospective proposals forward to the NOHFC. Whether it is helping local businesses grow or pursuing new economic opportunities, our team is ready to work with you to help advance strong projects that create jobs and strengthen your regions.

One strong example of what can be achieved through collaboration is the growing success of the Northern Ontario tourism campaign. Working with municipalities, local tourism partners and community organizations, we've been promoting your submitted outdoor adventures and must-see destinations to help draw more visitors to the North and support local economies. It shows that we can accomplish great things when we pursue a shared goal.

As a proud northerner, I am honoured to serve as a voice for Northern Ontario and appreciate the potential of our region. I am confident that by working together we can align your local knowledge and leadership with our government's support and continue to establish a more resilient, self-reliant and prosperous North for generations to come.

Sincerely,

A handwritten signature in blue ink, appearing to read 'George Pirie', with a long horizontal line extending to the left.

The Honourable George Pirie
Minister of Northern Economic Development and Growth
Chair, Northern Ontario Heritage Fund Corporation

c: Allison Quinn, Clerk, Municipality of Powassan, aquinn@powassan.net

From: [Peter McIsaac](#)
To: [Allison Quinn](#)
Subject: Fwd: Proclamation Request | Rail Safety Week 2026
Date: June 22, 2026 2:55:32 PM
Attachments:

Peter McIsaac
Mayor
Municipality of Powassan

Begin forwarded message:

Date: June 22, 2026 at 1:23:19 PM EDT
To: Peter McIsaac <pmcisaac@powassan.net>
Subject: Proclamation Request | Rail Safety Week 2026
Reply-To: Patrick Lortie <RailSafety@cn.ca>

Dear Mayor McIsaac,

Rail Safety Week will take place across Canada from September 21 to 27, 2026.

CN has partnered with Operation Lifesaver Canada (OL) to raise public awareness about the dangers of crossing and trespassing on railway property for more than 20 years. Unfortunately, we have recently seen disturbing spikes in deaths and serious injuries related to both. Inattention and distraction at crossings, risky behaviour on and around trains, the rise of homeless encampments along rail corridors, and mental health crises are all factors.

CN and OL ask your council to help keep communities safe by raising awareness about the critical issue of rail safety. Options include adopting the enclosed [Rail Safety Week proclamation](#) and promoting rail safety on your social media platforms.

Rail Safety is a shared responsibility, and your leadership plays a vital role in educating the public. We would be honoured to publicly acknowledge your commitment to this cause if you agree to participate.

If you have any questions or concerns, please contact Daniel Salvatore, your local CN Public Affairs representative, at daniel.salvatore@cn.ca.

For more information:

- Questions or concerns about rail safety in your community, contact our Public Inquiry Line at 1-888-888-5909 or contact@cn.ca
- For additional information about Rail Safety Week 2026 visit cn.ca/RailSafety or <https://www.operationlifesaver.ca>
- Let us know how you promote rail safety in your community by posting on cn.ca/RSW2026
- For any questions about this proclamation, please email RailSafety@cn.ca
- Visit cn.ca/RSW-toolkit to access the Rail Safety Week toolkit which includes resources to help you further promote rail safety education in your community

Thank you in advance for your support.

Peter Lt

Chloe

Patrick Lortie
Senior Vice-President and
Chief Strategy and
Stakeholder Relations Officer

Shawn Will
CN Chief of Police
and Chief Security
Officer

Chloé Devine Drouin
Director, Marketing and
Engagement
Operation Lifesaver Canada



Date: July 14, 2026

Moved by:

Seconded by:

WHEREAS Rail Safety Week is to be held across Canada from September 21 to 27, 2026;

WHEREAS, 252 railway crossing and trespassing incidents occurred in Canada in 2025; resulting in 69 avoidable fatalities and 60 avoidable serious injuries;

WHEREAS, educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries caused by incidents involving trains and citizens; and

WHEREAS Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness;

WHEREAS CN and Operation Lifesaver have requested the Council if the Municipality of Powassan adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

THEREFORE be it hereby **RESOLVED** that Council supports national Rail Safety Week to be held from September 21 to 27, 2026, in the Municipality of Powassan.

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					

July 2026

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

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