

AGENDA

**Regular Council Meeting
Tuesday, May 19, 2026, at 6:30 p.m.
Powassan Council Chambers
252 Clark Street, Powassan, ON**

1. CALL TO ORDER

2. LAND ACKNOWLEDGMENT

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

3. ROLL CALL

4. DISCLOSURE OF MONETARY INTEREST AND GENERAL NATURE THEREOF

5. APPROVAL OF THE AGENDA

6. DELEGATIONS TO COUNCIL

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

7.1 Regular Council Meeting of May 5, 2026

8. MINUTES AND REPORTS FROM COMMITTEES OF COUNCIL

9. MINUTES AND REPORTS FROM APPOINTED BOARDS

9.1 The Golden Sunshine Municipal Non-Profit Housing Corporation – Minutes of May 17, 2026

10. STAFF REPORTS

10.1 Manager of Operations, T. Keefe – Public Works Update

10.2 Protective Services Official, M. Peddle – Draft Trailer Bylaw Updated

11. BYLAWS

11.1 Bylaw 2026-12 – To Set Tax Ratios for 2026

11.2 Bylaw 2026-13 – To Adopt the 2026 Municipal Budget

11.3 Bylaw 2026-14 – To Provide for the Adoption of Tax Rates and Default Payment for 2026

- 11.4 Bylaw 2026-15 – To Adopt the 2026 Water and Wastewater Budget
- 11.5 Bylaw 2026-16 – To Adopt the Water and Wastewater Fee Schedule for 2026
- 11.6 Bylaw 2026-17 – To Regulate and Govern Animals Including Exotic Animals Within the Municipality – Amendment to Bylaw 2025-14
- 11.7 Bylaw 2026-18 – To Appoint a Compliance Audit Committee for the 2026 Municipal Election
- 11.8 Bylaw 2026-19 – To Provide for Advance Votes for the 2026 Municipal Election

12. UNFINISHED BUSINESS

13. NEW BUSINESS

- 13.1 Ontario Clean Water Agency – Powassan Water and Wastewater Quarterly Operations Report (January 1 – March 31, 2026)
- 13.2 Planscape Planning Report – Consent Application B17/B18/Powassan/2026
- 13.3 Planscape Planning Report – Consent Application B7/Powassan/2026
- 13.4 Proclamation – Pride Month 2026
- 13.5 Proclamation – National Indigenous History Month and National Indigenous Peoples Day

14. CORRESPONDENCE

- 14.1 Ministry of the Environment, Conservation and Parks – Minister’s direction under Section 1.14 of the conservation Authorities Act

15. ADDENDUM

16. NOTICE OF SCHEDULE OF COUNCIL AND BOARD MEETINGS

17. CLOSED SESSION

- 17.1 Adoption of Closed Session Minutes of March 17, 2026
- 17.2 Legal Matters – Section 239(2)(f) of the Municipal Act and under Section 9(4)(f) of the Procedural Bylaw – advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- 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, May 5, 2026, at 6:30 pm
Council Chambers

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

Staff: Allison Quinn, Clerk
Bradley Jones, Treasurer
Trevor Keefe, Operations Manager

Absent,
With Regrets: Markus Wand, Deputy Mayor

Presentations: None.

Disclosure of Monetary Interest and General Nature Thereof: None.

- 2026-221** Moved by: D. Britton Seconded by: L. Patey
That the agenda of the Regular Council Meeting of May 5, 2026, be approved. **Carried**
- 2026-222** Moved by: L. Patey Seconded by: D. Britton
That the minutes of the Regular Meeting of Council of April 21, 2026, be adopted. **Carried**
- 2026-223** Moved by: R. Hall Seconded by: D. Britton
That the minutes from the Municipal Recreation Committee meeting of January 29, 2026, be received. **Carried**
- 2026-224** Moved by: R. Hall Seconded by: D. Britton
That the minutes from the Powassan and District Union Public Library board meeting of March 16, 2026, be received. **Carried**
- 2026-225** Moved by: D. Britton Seconded by: L. Patey
That the memo from Manager of Operations, T. Keefe, regarding the Recycling Convenience Depot – Service Review and Recommendation, be received; and,

FURTHER that Council directs staff to cease operations of the depot, effective June 1, 2026, as outlined in the memo. **Carried**

2026-226 Moved by: L. Patey Seconded by: R. Hall
That the memo from Manager of Operations, T. Keefe, regarding RFQ 2026-002, be received;
and,

FURTHER that the contract for Spring Street Sweeping Services in the amount of
approximately \$36,350.00 plus HST be awarded to A&G The Road Cleaners Ltd. **Carried**

2026-227 Moved by: R. Hall Seconded by: D. Britton
That the Draft Bylaw to Licence Trailers, be received; and,

FURTHER that any comments or changes be sent to staff by May 13, 2026. **Carried**

2026-228 Moved by: D. Britton Seconded by: L. Patey
That the memo from Clerk, A. Quinn regarding the Municipal employee Conduct During an
Election Period Policy be received; and,

FURTHER that Council adopts the policy as presented. **Carried**

2026-229 Moved by: L. Patey Seconded by: R. Hall
That the memo from Treasurer, B. Jones, regarding the 2025 Council Remuneration be
received. **Carried**

2026-230 Moved by: R. Hall Seconded by: D. Britton
That Bylaw 2026-06 being a Bylaw to Regulate Parking on Highways I the Municipality of
Powassan,

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

2026-231 Moved by: R. Hall Seconded by: L. Patey
That Bylaw 2026-07 Being a Bylaw to amend Bylaw No. 2003-38, as amended, the Zoning
Bylaw for the Municipality of Powassan with respect to lands described as Plan 57, Block 7,
Part of Lot 25; Part of Lot 16, Concession 12, Himsworth, (Civic Address: 81 King Street,
Powassan), in the Municipality of Powassan, District of Parry Sound.

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

2026-232 Moved by: L. Patey Seconded by: D. Britton
That Bylaw 2026-08 Being a Bylaw to amend Bylaw No. 2003-38, as amended, the Zoning
Bylaw for the Municipality of Powassan with respect to lands described as Parts of Lots 19
and 20, Concession 13 (Himsworth), in the Municipality of Powassan, District of Parry
Sound.

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

2026-233

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

That Bylaw 2026-12, being a Bylaw to set tax ratios for municipal purposes for the year 2026,

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

2026-234

Moved by: D. Britton Seconded by: R. Hall

That Bylaw 2026-13, being a Bylaw to adopt the 2026 Municipal Budget,

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

2026-235

Moved by: D. Britton Seconded by: R. Hall

That Bylaw 2026-14, being a Bylaw to provide for the adoption of tax rates and to further provide for penalty and interest in default of payment thereof for 2026,

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

2026-236

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

That Bylaw 2026-15, being a Bylaw to adopt the Water and Wastewater Budgets for 2026,

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

Recorded Vote requested by Councillor Patey:

Councillor Patey	Yea
Councillor Hall	Yea
Councillor Britton	Yea
Mayor McIsaac	Yea

Carried

2026-237

Moved by: D. Britton Seconded by: R. Hall

That Bylaw 2026-16, being a Bylaw to adopt the water and wastewater Rate and Fee Schedule for 2026,

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

Recorded Vote requested by Council Britton:

Councillor Britton	Yea
Councillor Hall	Yea
Councillor Patey	Yea
Mayor McIsaac	Yea

Carried

- 2026-238** Moved by: R. Hall Seconded by: L. Patey
That Bylaw 2026-17, being a Bylaw to amend Bylaw 2025-14 to Regulate and Govern Animals including Exotic Animals within the Municipality;

Be **READ a FIRST and SECOND** time on the 5th day of May 2026 and considered **READ a THIRD and FINAL** time and adopted as such in open Council the 19th day of May 2026. **Carried**
- 2026-239** Moved by: D. Britton Seconded by: L. Patey
That the Powassan and District Union Public Library Board's 2026 Budget, be adopted. **Carried**
- 2026-240** Moved by: L. Patey Seconded by: D. Britton
That the Agreement for the Powassan and District Union Public Library between the Corporation of the Municipality of Powassan, the Corporation of the Township of Nipissing and the Corporation of the Township of Chisholm be approved; and,

FURTHER that the Mayor and Clerk be given the authority to execute the agreement. **Carried**
- 2026-241** Moved by: M. Wand Seconded by: L. Patey
That the correspondence dated April 20, 2026, from the Ministry of Rural Affairs regarding the Trout Creek Community Centre Delegation at the 2026 Good roads Conference, be received. **Carried**
- 2026-242** Moved by: R. Hall Seconded by: D. Britton
That the correspondence dated April 20, 2026, from Almaguin Pride, be received. **Carried**
- 2026-243** Moved by: D. Britton Seconded by: R. Hall
That Council now adjourns at 7:04 p.m. **Carried**

Mayor

Clerk

The Golden Sunshine Municipal Non-Profit Housing Corporation
Minutes of the Board of Directors Meeting
2024-03

Tuesday March 17, 2026

A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday March 17, 2026.

Present: Bernadette Kerr, Mieke Krause, Dave Yemm, Lynn Roy, Dave Britton, Calvin Young & Amber Mclsaac, Property Manager. Regrets: Leo Patey

1. Call to order

Resolution No. 2026-18– Moved by Mieke, seconded by Dave Y. that the meeting was called to order at 9:25am. Carried

2. Additions to Agenda

3. Approval of the Agenda-

Resolution No. 2026-19– Moved by Dave Y, seconded by Mieke that the agenda be adopted as presented.

4. Conflict of Interest Disclosure – none

5. Approval of the Minutes from the February 17, 2026 board meeting

Resolution No. 2026-20– Moved by Lynne seconded by Dave B. that the minutes from the board meeting on March 17, 2026 were adopted as presented.

6. **Business arising**

a) **COCHI Elevator and Apartment Upgrades**

Discussed the elevator project start date is still late May 2026, and project financials were shared.

b) **Parking Lot Quote**

Quote presented from Kenalex for sidewalk and driveway renewal. The board discussed placing this project on hold due to financial restrictions. Amber has made the DSSAB aware of the project should funding become available.

c) Maintenance Contract

Resolution No. 2026-21– Moved by Dave Y seconded by Calvin that the Golden Sunshine Municipal Non-Profit Housing Corporation approves the appointment of Renzo Tonietto as the Maintenance Contractor for the Pines Seniors Apartments based on the terms and conditions as set out in the Maintenance Contract as of March 17, 2026.

7. Correspondences

a) Financial Report

Resolution No. 2026-22 Moved by Dave B, seconded by Mieke that the board approves the February 2026 financials as presented. Carried

a) 2025 Audit

Amber reported that the 2025 operating year files were delivered to Claude Daigle for the 2025 Audit

8. Closed Session- Letter to DSSAB

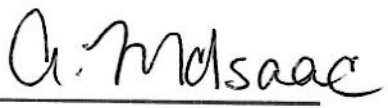
Resolution No. 2026-23 Moved by Calvin, seconded by Dave Y that the board meeting will move into closed session at 9:55am. Carried

Resolution No. 2026-24 Moved by Dave Y, seconded by Calvin Y that the board meeting will move into open session at 10:14 am. Carried

8. Next Board Meeting – April 21, 2026

9. Adjournment - Resolution No. 2026-25– Moved by Calvin, seconded by Mieke that the board meeting be adjourned at 10: 23am. Carried


President, Bernadette Kerr


Property Manager, Amber McIsaac

Staff Report

To: Mayor and Members of Council
From: Manager of Operations – Trevor Keefe
Re: Manager of Operations Report
Date: May 19, 2026

Public Works Operations

Public Works staff remained on high alert throughout the spring thaw and heavy rainfall events due to significant flooding concerns, roadway washouts, culvert issues, drainage concerns, and increased public inquiries throughout the municipality.

Flood Response Activities

Maple Hill Road North of Highway 534 Washout: 3 tandem loads of A Gravel and 3 tandem loads of B Gravel.

Forestry Road: 5 tandem loads of A Gravel and 4 tandem loads of B Gravel.

Hemlock Sink Hole: 1 tandem load of A Gravel and 1 tandem load of B Gravel.

Hanselman Line: 1 tandem load of Gabion Stone and 1 tandem load of B Gravel.

Flood Response Material Costs totaled \$5,061.60 including gravel and gabion stone utilized during emergency response operations. Labour costs are not included in the above.

Street Sweeping

Street sweeping activities were completed in the primary Maple Syrup Festival areas prior to festival operations. The remainder of the municipal street sweeping contract has now been awarded and is scheduled for completion by May 23, 2026. Sweeping operations will begin in Trout Creek and continue north into Powassan.

Water and Sanitary Infrastructure Repairs

Staff and contractors completed sanitary service repairs on Valleyview, water and sanitary repairs on Main Street South, and a watermain service repair on Fairview. The Fairview repair required pressure reducing valves and operational coordination to avoid service disruptions to the elementary school.

OCWA Spring Infrastructure Tour

Municipal staff completed a spring infrastructure review tour with the OCWA operations team to review and discuss operational issues and infrastructure recommendations regarding the sanitary and water systems, wellhouse, storage facilities, lagoons, and lift stations.

Winter Sand Tender

The Municipality has released the 2026 winter sand tender. The tender closes on May 28, 2026.

Road Maintenance Activities

Public Works crews have continued cold patch asphalt repairs, grading operations, culvert thawing, drainage maintenance, and cleanup of numerous downed trees following spring weather events.

Half load restrictions are scheduled to be lifted on May 15, 2026.

Public Works staff continue to regularly complete cold patch asphalt repairs throughout the municipality in response to seasonal road deterioration and damage resulting from spring thaw conditions. Crews are prioritizing areas with significant potholing and surface failures in order to maintain safe driving conditions and reduce further roadway deterioration until more permanent repairs can be completed.

Fleet and Equipment Maintenance

The new plow/dump triaxle truck is currently scheduled for delivery in July 2026, approximately one month later than originally anticipated.

A new GMC 2500 series crew cab gas truck, black on black and snow plow ready, has also been purchased as approved through previous Council resolution. Several quotes were obtained and the best price, including HST, was received from Edmunds GMC in Huntsville in the amount of \$74,611.23.

Over the last several months there has also been a significant focus on maintenance and upgrading of municipal vehicles and equipment.

Health and Safety

Detailed tailgate safety meetings are now being held twice weekly with staff to reinforce employee participation, communication, and workplace safety.

Cemeteries

Municipal staff rented a mini excavator to assist with cemetery maintenance operations including straightening headstones and cemetery cleanup activities. Cemetery work remains ongoing.

Seasonal Staffing

Part-time summer students began employment during the week of May 4, 2026 and are assisting with grass cutting and seasonal cleanup activities.

250 Clark Street Facility Maintenance

A boiler pump failure occurred at 250 Clark Street during the reporting period and repairs have since been completed.

During the heavy rainfall and spring thaw event, several roof and building leaks were identified throughout the facility. Significant ice accumulation and water pooling occurred around portions of the building. Staff responded quickly by clearing drainage pathways to allow water to properly flow toward floor drains.

A contractor was brought in during the same week to assess affected areas and complete localized patching repairs.

Several TSSA compliance concerns related to the newly installed lift at 250 Clark Street were also identified including lighting deficiencies, buzzer notification requirements, and railing barrier concerns. Corrective actions are currently underway.

Streetlight Repair

One streetlight on Main Street was damaged during the winter season. The Municipality currently has a replacement unit in stock and repairs are expected to be completed shortly.

Trout Creek Community Centre

Trout Creek ice removal was completed March 31, 2026 and the refrigeration plant was shut down April 4, 2026. The facility continues to host Lions meetings, EarlyON programming, community rentals, tournaments, and upcoming wedding events.

Engineers from Tacoma Engineers attended the Trout Creek Community Centre on May 14, 2026 to complete a site review related to the ongoing structural assessment and detailed design work at the facility. The site visit included review of the existing wall construction, building layout, and structural conditions to assist with refinement of the detailed design drawings and updated project cost estimates. The visit also provided an opportunity to further assess construction sequencing considerations associated with a potential remove and replace rehabilitation process.

Powassan Sportsplex

Powassan arena ice removal was completed April 16, 2026. The facility transitioned into spring programming including ball hockey, stag and doe events, facility cleaning, painting projects, and pool maintenance operations.

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW #2026-__

BEING A BY-LAW TO LICENCE TRAILERS IN THE MUNICIPALITY OF POWASSAN

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

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

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

SECTION 1 – TITLE AND APPLICATION

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

SECTION 2 – DEFINITIONS

- 2.1 MUNICIPALITY – means The Corporation of the Municipality of Powassan and shall be defined as the lands and premises within the corporate limits.
- 2.2 TRAILER – means any vehicle so constructed that it is suitable for being attached to a motor vehicle for the purpose of being drawn, is propelled by the motor vehicle or is a self-propelled camping unit and is capable of being used for the living, sleeping, or eating accommodation of any persons. Without limiting the generality of the foregoing includes, a park model trailer, a tent trailer, a camper trailer, a recreational trailer, a fifth wheel, a bus converted into a motor home, a motor home, or a truck camper
- 2.3 TRAILER, PARK MODEL – means a manufactured building under the Ontario Building Code O. Reg. 332/12 Section 9.38 "Park Model Trailers" which has been designed and constructed in conformance with the standards of CSA-Z241 "Park Model Trailers", and which is used as a recreational vehicle or building that meets the following criteria:
 - a) Built on a single chassis mounted on wheels; and
 - b) Designed to facilitate relocation from time to time; and

- c) Designed as living quarters for seasonal camping which may be connected to utilities necessary for the operation of installed fixtures and appliances; and
 - d) Built with a gross floor area, including lofts, not exceeding 50 square metres (538 sq. ft.) when in the set-up mode; and
 - e) Built with a width greater than 2.6 metres (8.5 feet) in the transit mode.
- 2.4 TRAILER CAMP, COMMERCIAL – means any land in or upon which any trailer or tent is used or intended to be used for human occupation on a temporary or seasonal basis and shall not include mobile homes or park model trailers.
- 2.5 SELF-PROPELLED CAMPING UNIT – means a motor vehicle designed, equipped and used for overnight sleeping accommodation and that includes built-in facilities for sleeping, cooking and refrigeration.
- 2.6 STORED TRAILER – means any MTO plated trailer located on a property for the purpose of storing such trailer.
- 2.7 ASSESSED TRAILER – means any trailer legally located on a property and that is assessed under the *Assessment Act*.
- 2.8 PERMANENT BASIS – means either year-round occupancy or occupancy by persons who do not maintain elsewhere a usual or normal place of residence.

SECTION 3 – LICENCE AND REGULATIONS

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

- 3.6 A maximum of one (1) stored trailer is permitted on a vacant residential lot.
- 3.7 Trailers are not permitted to be parked on Municipal property for the purpose of storage or placement for recreational purposes.
- 3.8 Trailers parked or stored accessory to a dwelling located on the lot and owned by the occupant of the lot do not require licencing.

SECTION 4 – LICENCE APPLICATION AND FEES

- 4.1 All applications for such licence shall be made to the Municipality upon the prescribed form attached to this By-law as Schedule 'A' and shall include the submissions referenced therein, including payment of the Licence Fee required, as per Schedule 'C' of this By-law.
- 4.2 No licence shall be issued, unless:
 - a) the trailer for which such licence is issued is in compliance with the setback requirements for a dwelling unit as prescribed by The Corporation of the Municipality of Powassan 'Zoning' By-law, for the zone in which it is located.
- 4.3 The Municipality may issue the following class of licence:
 - a) Annual licence – this licence authorizes the placement of the trailer upon a vacant property for a complete calendar year or any portion thereof, and its occupancy between May 1st and November 30th in the calendar year;
 - b) Seasonal Licence – this licence authorizes the placement of the trailer upon the property for the duration of the season between May 1st and November 30th in the calendar year.
- 4.4 Licences shall be displayed in or upon the trailer in a place that can be seen easily from the outside of the trailer.
- 4.5 All Short-Term Licences expire on the date specified in the licence.
- 4.6 No person shall hinder or obstruct the Chief Building Official, Fire Official or By-law Enforcement Officer who are attempting to perform the initial trailer licence inspection of both the interior and the exterior of a licenced trailer.

SECTION 5 – ADMINISTRATION AND ENFORCEMENT

- 5.1 The administration and enforcement of this By-law is delegated to the Clerk, Treasurer, the Chief Building Official and the By-law Officer for the Municipality of Powassan. The Clerk shall have the authority to issue permits under this By-law; notwithstanding the foregoing, the clerk, in his/her discretion, may refer applications to Council.
- 5.2 Any Person who contravenes any provision(s) of this By-law is guilty of an offence and upon conviction is liable to a fine as provided for in the Provincial Offences Act.
- 5.3 Each day that a contravention of this By-law continues may constitute a separate offence.

- 5.4 Every person who provides false information in any application for a licence under this By-law or in an application for a renewal of licence is guilty of an offence.
- 5.5 Where a conviction is entered under this section, in addition to any other remedy or any penalty provided, the court in which the conviction was entered, and any court of competent jurisdiction thereafter, may make an order prohibiting the continuation or repetition of the offence by the person convicted.
- 5.6 If the Municipality is satisfied that a contravention of this By-law has occurred, the By-law Officer may make an order requiring the person who contravened this By-law or who caused or permitted the contravention or the owner or occupier of the trailer to discontinue the contravening activity.
- 5.7 Any person who fails to comply with an order made under subsection 5.6 is guilty of an offence.
- 5.8 Every contravention of this By-law may be restrained by application at the instance of a taxpayer or of the Municipality in accordance with the provisions of the *Municipal Act*, 2001.
- 5.9 A Municipal employee, staff person, agent or contractor hired by the Municipality, accompanied by any person under his or her direction, may enter onto any land that is used or believed to be used in contravention of this By-law for the purposes set out in subsection 436 (1) of the *Municipal Act*, 2001 and shall have all powers of inspection set out in subsection 436 (2) of the Act.
- 5.10 Any trailers used, maintained or located in contravention of this By-law shall be removed from the lot, at the expense of the owner of the lot. Failure to remove any trailers from a lot within the time prescribed by the By-law Officer may result in the removal of said trailer by the Municipality, at the expense of the owner of the lot.

SECTION 6 – REPEAL, VALIDITY AND EFFECTIVE DATE

- 6.1 If any section, clause or provision of this By-law is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part thereof other than that section, clause or provision so declared to be invalid and it is hereby declared to be the intention that all remaining sections, clauses or provisions of the By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof shall have been declared to be invalid.
- 6.2 The Clerk of the Municipality of Powassan is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the by-law and schedule(s) as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
- 6.3 This By-law shall come into effect on the date of the third reading and it being passed.

Read in its entirety, approved,
signed and the seal of the
Corporation affixed thereto and
finally passed in open Council
this (date).

MAYOR

CLERK

SCHEDULE A to BY-LAW #2026-

APPLICATION FOR TRAILER LICENCE

(Complete and attach all information prior to submitting)

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

1. Applicant Information

Name: _____

Mailing Address: _____

Phone Number: _____

*Email: _____

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

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

2. Property Information

Property Owner: _____

Civic Address: _____

*Roll Number: _____

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

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

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

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

3. Trailer Information

Make & Model: _____

Serial Number or VIN: _____

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

4. Licence Requested

Annual

Seasonal

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

(Circle Applicable Number)

5. Services Information

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

Yes

No

If yes, please provide the following:

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

Will a grey water pit be utilized?

Yes

No

Will the site be serviced with an outhouse?

Yes

No

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

Will the trailer be directly connected to electrical services?

Yes

No

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

6. Required Submissions

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

Proof of Property Ownership – as required under section 2

Pictures - as required under section 3 above.

Permits/Approvals referenced in section 5 above if applicable.

7. Applicable Fee (as per “Fee and Charges By-law”):

8. Methods of payment (Canadian funds only):

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

Applicant Signature and Date:

Property Owner Signature and Date:

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

SCHEDULE B to BY-LAW #2026-

Municipality of Powassan

Part I Provincial Offences Act

By-law #10-2023: 'Trailer Licence' By-law

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

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

SCHEDULE C to BY-LAW #2026-

Licence Fees:

\$600.00 for Seasonal

\$750.00 for Annual

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-12

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

WHEREAS it is necessary for the Council of the Corporation of the Municipality of Powassan pursuant to the Municipal Act, 2001, (S.O. 2001, c. 25) section 308, to establish the tax ratios for 2026 for the Corporation of the Municipality of Powassan;

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

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

AND WHEREAS Regulation 385/98 states that Revenue Neutral Ratios are not permitted for 2026 due to the reassessment deferral, the Transition Ratios for 2020 will be used;

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

1.

Class	Tax Ratios
Residential	1.000000
Multi-Residential	1.964129
Commercial – Occupied	1.454395
Commercial – Vacant	1.018077
Commercial- Excess land	1.018077
Industrial – Occupied	1.750069
Industrial – Vacant/excess	1.137545
Large Industrial	2.230413
Large Industrial-Excess	1.449768
Aggregate Extraction	1.424042
Pipelines	1.037396
Farm	0.250000
Managed Forest	0.250000
Landfills	2.151187
New Multi-Residential	1.000000

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

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

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-13

Being a Bylaw to Adopt the 2026 Municipal Budget

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

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

1. That the attached 2026 Municipal Budget (Appendix “A”) be adopted.

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

MAYOR

CLERK

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

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

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

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

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

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

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

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

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

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

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-14

Being a Bylaw to Provide for the Adoption of Tax Rates and to Further Provide for Penalty and Interest in Default of Payment Thereof for 2026.

WHEREAS the Council of the Corporation of the Municipality of Powassan has, in accordance with the Municipal Act, considered the estimates of the municipality, and whereas it is necessary that the following sums be raised by taxation for the year 2026.

General Purposes \$ 5,033,529

Education \$ 781,191

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

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

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

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF POWASSAN ENACTS AS FOLLOWS:

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

Fifty percent (50%) of the final levy rounded upwards to the next whole dollars shall become due and payable on the 31st day of July, 2026 and the balance of the final levy shall become due and payable on the 29th day of September, 2026.

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

2. On all taxes levied in default on January 1st, 2026, interest will be added at a rate of 1.25 percent per month for each month of default.
3. That a tax rate is hereby adopted to be applied against the whole of the assessment for real property in the following classes:

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

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

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

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

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-15

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

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

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

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

1. That the attached 2026 Water and Wastewater Budgets (Appendix “A”) be adopted.
2. That this Bylaw shall come into force and effect on the date of passing.

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

MAYOR

CLERK

Water & Sewer Budget 2026 Final

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

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

Total Water and Sewer Expenses

Total Water and Sewer Revenues

609,556.22
609,556.22

691,482.97
691,482.97

682,449.67
682,449.67

558,786.55
641,890.36

653,225.00
653,225.00

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-16

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

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

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

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

1. That the attached 2026 Water and Wastewater Rates and Fees (Appendix “A”) be adopted.
2. That this Bylaw shall take effect on the date of adoption.

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

MAYOR

CLERK

Water & Wastewater SCHEDULE A – Rates & Fees

Bylaw 2026-16

New / Replacement Meters & Services

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

Consumptive and Fixed Monthly Charges

Fixed Monthly Charge Based on Meter Size

Meter Size (mm)	Meter Size (inches)	Service Charge (\$/30-days)
15	0.62	25.43
20	0.75	25.43
25	1	25.43
40	1.5	32.76
50	2	52.74
75	3	127.31
100	4	200.08

Consumptive Rates - Water

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

Consumptive Rates –Wastewater (Sewer) Surcharge

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

Flat Rate or Temporary Water Rate

Description	Water Rate
Residential flat rate (unable to meter) - Monthly	138.15
Residential flat rate (refuse to meter) - Monthly	412.59
Construction/Temporary water rate (\$/30-days)	138.15
Interrupted Usage	Fixed rate/mo Plus turn off/on charge per user fee by-law

Penalties & Offences

Offence Penalties

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

Others

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

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-17

Being a Bylaw to Amend Bylaw 2025-14 to Regulate and Govern Animals Including Exotic Animals Within the Municipality

WHEREAS Section 8 of the Municipal Act, 2001, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising the authority under the Act; and,

WHEREAS the Council of the Corporation of the Municipality of Powassan has given notice of its intention to amend said Bylaw,

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

1. That 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:

By adding the following Provincial Offences Fines to Schedule “B” and renumbering the subsequent items accordingly:

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

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

2. That this Bylaw shall come into effect upon passing.

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

Mayor

Clerk

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-18

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

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

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

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

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

Mayor

Clerk

SCHEDULE "A" TO BYLAW NO. 2026-18

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

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

\$60.00 per meeting.

JOINT 2026 ELECTION COMPLIANCE AUDIT COMMITTEE

TERMS OF REFERENCE

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

Amended April 10, 2026



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

Name of the Committee

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

Duration of the Committee

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

Mandate

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

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

Membership

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

Membership will be drawn from the following groups:

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

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

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

Membership Selection

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

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

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

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

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

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

Conflict of Interest

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

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

Selection of the Chair

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

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

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

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

Staffing and Costs

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

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

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

Meetings

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

a. Timing of Meetings

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

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

b. Meeting Location

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

c. Notices, Agendas and Minutes

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

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

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

Agenda Format

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

d. Quorum

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

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

e. Meeting Attendance

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

f. Motions and Voting

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

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

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

Auditor Appointment

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

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

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

Administrative Practices and Procedures

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

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

Municipal Elections Act, 1996

S.O. 1996, CHAPTER 32
SCHEDULE

COMPLIANCE AUDITS AND REVIEWS OF CONTRIBUTIONS

Compliance audit of candidates' campaign finances

Application by elector

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

Requirements

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

Deadline for applications

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

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

Compliance audit committee

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

Notice of meetings

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

Open meetings

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

Same

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

Decision of committee

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

Same

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

Appeal

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

Appointment of auditor

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

Same

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

Duty of auditor

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

Who receives report

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

Report to be forwarded to committee

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

Powers of auditor

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

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

Costs

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

Decision

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

Notice of decision, reasons

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

Immunity

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

Saving provision

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

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

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

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

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

Review of contributions to candidates

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

Report, contributions to candidates for council

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

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

Same

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

Same

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

Report, contributions to candidates for a local board

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

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

Same

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

Same

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

Decision of compliance audit committee

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

Procedural matters

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

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

Notice of meetings

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

Open meetings

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

Same

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

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

Same

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

Notice of decision, reasons

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

Saving provision

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

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

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

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

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

Compliance audit of registered third parties

Application by elector

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

Requirements

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

Deadline

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

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

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

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

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

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

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

Review of contributions to registered third parties

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

Report by the clerk

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

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

Same

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

Same

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

Decision of compliance audit committee

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

Procedural matters

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

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

Notice of meetings

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

Open meetings

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

Notice of decision, reasons

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

Saving provision

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

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

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

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

Compliance audit committee

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

Composition

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

Eligibility for appointment

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

Same

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

Term of office

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

Role of clerk or secretary

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

Costs

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

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

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

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-19

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

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

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

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

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

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

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

Mayor

Clerk

SYSTEM OVERVIEW

January 1st to March 31st, 2026

OPERATIONAL HIGHLIGHTS

Drinking Water System

- The water treatment system operated well during the first quarter.
- UPS failed and replaced at the wellhouse.
- Generator failing to transfer automatically. Troubleshooting is underway. Will require new battery and charger, and possibly a new controller.

Wastewater Treatment

- The wastewater treatment system performed well during the first quarter.
- Access is not being kept free of snow. Requests sent to Public Works for snowplowing.

CAPITAL PLAN PROGRESS

Drinking Water System

- *Assisted with a service valve repair at 489 Main St.*
- *Electrical wiring installed to allow for charger replacement to repair the reservoir generator. Battery was also replaced. To be determined- a new ECM may be required.*

Wastewater Treatment System

- Clark St. generator would not start. Starter was burnt out and needed to be repaired. Solenoid was repaired. Radiator was flushed. Water tank heater was replaced.
- Outdoor facility lighting was replaced at the Clark St station.

ASSET MANAGEMENT

See Appendix A - Work Order summary for water treatment plant (WTP)

See Appendix B - Work Order summary for wastewater treatment lagoon (WWTL)

CALL-OUT SUMMARY

See Appendix C – Call-out Report for WTP

See Appendix D – Call-out Report for WWTL

REGULATORY

- All drinking water samples required under O. Regulation 170/03 were collected and tested in the first quarter of 2026 and all results fell within regulatory limits.
- 2025 annual report completed February 18, 2026.
- Quarterly trihalomethanes (THM), haloacetic acids (HAA), Nitrate and Nitrite sampling completed January 13, 2026.
- Permit to take Water (PTTW) reporting completed February 6, 2026.
- No Ministry of Labour (MOL) inspections conducted this quarter.
- Ministry of the Environment Conservation and Parks (MECP) inspection completed on February 12, 2026. One non-compliance identified during the review period, both resolved. Final inspection rating 95.18%.
- All required sewage samples required under the system’s Environmental Compliance Approval (ECA) were collected and tested in the first quarter of 2026.
- 2025 annual sewage report completed March 17, 2026.
- Annual WSER reporting completed February 4, 2026.

INCIDENTS AND COMPLAINTS

Powassan Drinking Water System

Incident	N/A
Date	
Details	

Powassan Wastewater System

Incident	Clark Street Pump Station
Date	March 7, 2026
Details	<p>SAC Ref No.: 1-Q9KVQB Date & Time: March 7, 2026 @ 1130 hrs Termination: March 8, 2026 @ 0230 hrs Duration: 15 hours Approximate volume: 450 m³ (estimated) Details/Cause of Incident: Hydraulic overload of the Sewage Lift Station due to rapid snow melt and seasonal precipitation. Subsequently began overflowing with the waste stream flowing into Genesee Creek in Powassan (waste stream was super chlorinated with pucks). Corrective & Preventative Actions: Super Chlorination pucks placed in path of waste stream.</p>

	Reporting: Incident was reported to appropriate authorities as required. Reporting: Verbal report to MOH and SAC, written reports to MOH, SAC, EC, local MECP and Owner.
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Incident	Clark Street Pump Station
Date	March 16, 2026
Details	<p>SAC Ref No.: 1-QCWSM2 Date & Time: March 16, 2026 @ 1330 hrs Termination: March 16, 2026 @ 2030 hrs Duration: 7 hours Approximate volume: 210 m³ (estimated) Details/Cause of Incident: Hydraulic overload of the Sewage Lift Station due to rapid snow melt and seasonal precipitation. Subsequently began overflowing with the waste stream flowing into Genesee Creek in Powassan (waste stream was super chlorinated with pucks). Corrective & Preventative Actions: Super Chlorination pucks placed in path of waste stream. Reporting: Incident was reported to appropriate authorities as required. Reporting: Verbal report to MOH and SAC, written reports to MOH, SAC, EC, local MECP and Owner.</p>

HEALTH AND SAFETY

- Staff training completed on WHMIS.
- Staff training completed on Conducting OHSWA Workplace Inspections.
- Staff training completed on Working with Chemicals.
- Staff training completed on Electrical Awareness and Hands on Training

POWASSAN DRINKING WATER SYSTEM PERFORMANCE

See Appendix E – Performance Assessment Report Water

POWASSAN WASTEWATER TREATMENT LAGOON – WASTEWATER FLOW SUMMARY

See Appendix F – Performance Assessment Report Wastewater



Appendix A - Work Order Summary for WTP

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 6033*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
4823626	0000235295	VALVE BACKFLOW PREVENTOR SAMPLE SINK	6033, Powassan WTP, Process	PM	Refurbish/ Replace/Repair	1	YEARS	Backflow Preventer Inspection (1y) 6033	CLOSE	1/1/26 12:00 AM	1/25/26 04:40 PM	1/25/26 04:40 PM	test and pass bfp -Tested and passed bfp using awwa methods. TF Jan20/26
4823631	0000235296	VALVE BACKFLOW PREVENTOR BACKUP BACKFLOW	6033, Powassan WTP, Process	PM	Refurbish/ Replace/Repair	1	YEARS	Backflow Preventer Inspection (1y) 6033	CLOSE	1/1/26 12:00 AM	1/25/26 04:42 PM	1/25/26 04:42 PM	test and pass bfp -tested and passed bfp using awwa methods. TF Jan20/26
4911634	0000235294	PANEL ALARM/DIALER 01 POWASSAN GROUND WATER WELL	6033, Powassan WTP, Process, Lowlift, Well System	PM	Inspection	1	MONTHS	Critical Building Intrusion Alarm Testing (1m) 6033	CLOSE	1/1/26 12:00 AM	1/14/26 04:00 PM	1/14/26 04:00 PM	Critical Building Intrusion Alarm Testing (1m) 6033 January 13, 2026 Dan Finnigan performed a test of the well supply building entrance door intrusion alarm by not disarming the alarm when entering the building. This caused an intrusion alarm, which True Steel Alarm Monitoring Service received and notified the on-call operator. This confirms that the building door intrusion alarm is working. DF

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 6033*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details			WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
4922339	0000296004	GENERATOR NATURAL GAS GENSET McRae Road Reservoir	6033, Powassan WTP, Facility, Power Generation	PM	Refurbish/ Replace/Repair	1	MONTHS	CLOSE	1/1/26 12:00 AM	1/14/26 04:05 PM	1/14/26 04:05 PM	Reservoir Natural Gas Generator Inspection/Functional Test (1m) 6033 January 13, 2026 by Dan Finnigan. The oil level was checked and found to be "full", and the air filter was checked and was clean. The main power to the building was disconnected and the Reservoir back up generator started and transferred power from normal Hydro to back up system. Power transfer successful on the second crank attempt. (generator was in alarm on "Overcrank" and needed to be reset for the first time and on "RPM sensor loss" and needed to be reset before starting the second time. After the test period the power to the building was re-instated, and after a cool-down period the generator shut down.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 6033*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
4929720	0000235294	PANEL AL-ARM/ DIALER 01 POWASSAN GROUND WATER WELL	6033, Powassan WTP, Process, Lowlift, Well System	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 6033	CLOSE	1/1/26 12:00 AM	1/14/26 04:08 PM	1/14/26 04:08 PM	-Critical Alarm/Dialer Testing (1m) 6033 was completed by Dan Finnigan on January 13, 2026. The CI2 probe was pulled out of the sample cells to perform a monthly inspection and cleaning and to force an alarm condition for the monthly testing of the low chlorine alarm, the alarm dialer and the well pump interlock lockout. WIN911 Alarming and the HMI (via Telus) provided notification to the on call operator. The probe was inspected, cleaned and the electrolyte topped up. After the low chlorine alarm cleared, the well pump lockout was reset to resume normal operation of the well house. These actions verified proper operation of the low CI2/instrument alarm, alarm dialer and well pump interlock.
4930587	0000258554	PUMP DIAPHRAGM #2 CHEMICAL S- HYPO FEED PUMP	6033, Powassan WTP	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 6033	CLOSE	1/1/26 12:00 AM	1/14/26 03:57 PM	1/14/26 03:57 PM	Health And Safety Inspection (1m) 6033 -The monthly H&S Inspection was conducted on January 13, 2026 and consisted of checking/verifying the following items: 1. Chemical Apron 2. Face Shield 3. Spill Kit(s) X 2: all items were available 4. Chemical secondary containment (intact) 5. Safety Signage (all intact and visible) 6. First aid kit 7. Hearing protection earmuffs 8. Emergency lighting (tested and working) 9. Emergency Eyewash (tested and working)

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 6033*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details			WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
4930815			6033, Powassan WTP, Process, Process Control & Monitoring	PM	Calibration	1	MONTHS	CLOSE	1/1/26 12:00 AM	1/14/26 04:10 PM	1/14/26 04:10 PM	Analyzer Chlorine Inspection/ Service (1m) 6033 -Analyzer Chlorine Inspection/ Service (1m) at the well house was performed by Dan Finnigan on January 13, 2026 following the low chlorine alarm test and probe maintenance. The chlorine analyzer was compared to the hand-held analyzer before the well pumps were allowed to restart. Online analyzer: 1.56 mg/L Free Cl2 Handheld analyzer: 1.83 mg/L Free Cl2 The online analyzer was adjusted accordingly. The new slope after calibration was 116% (within spec).
4932621	0000258554	PUMP DIAPHRAGM #2 CHEMICAL S-HYPO FEED PUMP	6033, Powassan WTP	PM	Inspection	1	MONTHS	CLOSE	1/1/26 12:00 AM	1/14/26 03:59 PM	1/14/26 03:59 PM	TPM Inspection/Maintenance (1m) 6033 - January 13, 2026 Reviewed trending to ensure both submersible well pumps are operating within normal parameters. Started exhaust fan and observed motorized louvers operating properly. *Note: Backup hypo pump is back in Powassan. Verified chlorine pump on hand, as well as duty chlorine pump operating satisfactorily.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM

Report End Date: Mar 31, 2026 11:59 PM

Location: 6033*

Work Order Type: CAP,CORR,OPER,PM

Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details			WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
4932626	0000209142	GENERATOR DIESEL POWASSAN FACILITY, Power GENERATION GROUND WATER WELL:	6033, Powassan WTP, Facility, Power Generation	PM	Refurbish/ Replace/Repair	1	MONTHS	Wellhouse Diesel Generator Inspection/Functional Test (1m) 6033	CLOSE	1/1/26 12:00 AM	1/14/26 03:56 PM	1/14/26 03:56 PM	Wellhouse Diesel Generator Inspection/Functional Test (1m) 6033 -January 13, 2026 by Dan Finnigan. All fluid levels were checked, belts inspected, battery charging system, etc. The generator was started and the electrical load was transferred to generator power successfully, and transferred back to shore power properly when the test was completed. While running, the system was observed for leaks or any other deficiencies. Electrical volts and amps were recorded, along with the following generator values: RPM's = 1782 Oil Level = Full Coolant Temp=177 Deg.F Battery Voltage= 13.7 V Oil Pressure 65 psi Fuel level = approximately 5.0 inches Hrs at start: 9656 hr 32 min Hrs at stop: 9658 hr 44 min Exhaust Temp = 590 Deg. F
4933737	0000258554	PUMP DIAPHRAGM #2 CHEMICAL S-HYPO FEED PUMP	6033, Powassan WTP	OPER	Compliance	1	MONTHS	WISKI Review (1m) 6033	CLOSE	1/1/26 12:00 AM	1/15/26 04:36 PM	1/15/26 04:36 PM	WISKI Review (1m) 6033 -WISKI Review (1m) for the month of December 2025 was completed on January 15, 2026 by Dan Finnigan. Correction were made for chlorine residuals from testing as well and high and low chlorine occurrences, etc. All values were checked and entered, lab data entries were reviewed, WISKI Graphs corrected, and this Work Order closed off.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 6033*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
4943332	0000258571	ANALYZER CHLORINE AIT-601 RESERVOIR	6033, Powassan WTP, Process, Storage, Elevated Reservoir	PM	Calibration	1	MONTHS	Analyzer Chlorine Inspection/ Service (1m) 6033	CLOSE	1/1/26 12:00 AM	1/2/26 01:45 PM	1/2/26 01:45 PM	<p>Analyzer Chlorine Inspection/ Service (1m) 6033</p> <p>- Analyzer Chlorine Inspection/ Service (1m) at the Reservoir was performed by Dan Finnigan on January 2, 2026. Electrolyte levels were checked and filled, air was flushed from the analyzer housing, and readings checked against a pocket colorimeter. A single point calibration was conducted after placing the analyzer probe online.</p> <p>Online = 1.83 mg/L Tested = 1.86 mg/L</p> <p>The online analyzer was within 0.03 mg/L Free Cl2 and therefore did not require adjustment</p>
4971623			Powassan Ground Water Well System	CORR	Refurbish/ Replace/Repair	0		Powassan: Valve Repair at Home Hardware	COMP	1/23/26 09:54 AM	1/23/26 09:54 AM	1/23/26 09:54 AM	<p>Powassan: Valve Repair at Home Hardware</p> <p>-Muskoka hydro vac onsite to vac hole for service box to home hardware. key was rusted to service box and we were unable to remove box. struggled with removing box as pin still in curb stop eventually removed but couldnt get lip hook on due to the corrosion on curb. had to hammer on and was able to turn water off. cut service box to length and installed. TF Jan21/26</p>

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
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 Location: 6033*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details			WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
4973718	0000235294	PANEL ALARM/ DIALER 01 POWASSAN GROUND WATER WELL	6033, Powassan WTP, Process, Lowlift, Well System	PM	Inspection	1	MONTHS	COMP	2/1/26 12:00 AM	3/2/26 10:00 AM	3/2/26 10:00 AM	Critical Building Intrusion Alarm Testing (1m) 6033 February 26, 2026 Dan Finnigan performed a test of the well supply building entrance door intrusion alarm by not disarming the alarm when entering the building. This caused an intrusion alarm, which True Steel Alarm Monitoring Service received and notified the on-call operator. This confirms that the building door intrusion alarm is working. DF
4981919	0000296004	GENERATOR NATURAL GAS GENSET McRae Road Reservoir	6033, Powassan WTP, Facility, Power Generation	PM	Refurbish/ Replace/Repair	1	MONTHS	COMP	2/1/26 12:00 AM	3/2/26 10:38 AM	3/2/26 10:38 AM	Reservoir Natural Gas Generator Inspection/Functional Test (1m) 6033 -February 26, 2026 by Dan Finnigan. The oil level was checked and found to be "full", and the air filter was checked and was clean. The main power to the building was disconnected but the generator did not start. Diagnosis indicated there was no power to the generator (battery was dead). Val's equipment was called and a new battery was installed. The generator started and power was transferred to the building but there were multiple error codes on the generator ECM and the battery was not charging. Power was transferred back to normal Hydro power. A work order was generated for Val's to supply the battery and a new charger, as well as diagnose the error codes. The battery and generator were disconnected from the transfer switch until the charger and diagnosis are complete.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 6033*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details			WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
4987256	0000235294	PANEL ALARM/DIALER 01 POWASSAN GROUND WATER WELL	6033, Powassan WTP, Process, Lowlift, Well System	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 6033	COMP	2/1/26 12:00 AM	3/2/26 10:03 AM	3/2/26 10:03 AM	Critical Alarm/Dialer Testing (1m) 6033 -Critical Alarm/Dialer Testing (1m) 6033 was completed by Dan Finnigan on February 26, 2026. The CI2 probe was pulled out of the sample cells to perform a monthly inspection and cleaning and to force an alarm condition for the monthly testing of the low chlorine alarm, the alarm dialer and the well pump interlock lockout. WIN911 Alarming and the HMI (via Telus) provided notification to the on call operator. After the low chlorine alarm cleared, the well pump lockout was reset to resume normal operation of the well house. These actions verified proper operation of the low CI2/instrument alarm, alarm dialer and well pump interlock.
4987661	0000258554	PUMP DIAPHRAGM #2 CHEMICAL S-HYPO FEED PUMP	6033, Powassan WTP	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 6033	COMP	2/1/26 12:00 AM	3/2/26 10:06 AM	3/2/26 10:06 AM	Health And Safety Inspection (1m) 6033 -The monthly H&S Inspection was conducted on February 26, 2026 and consisted of checking/verifying the following items: 1. Chemical Apron 2. Face Shield 3. Spill Kit(s) X 2: all items were available 4. Chemical secondary containment (intact) 5. Safety Signage (all intact and visible) 6. First aid kit 7. Hearing protection earmuffs 8. Emergency lighting (tested and working) 9. Emergency Eyewash (tested and working)

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM

Report End Date: Mar 31, 2026 11:59 PM

Location: 6033*

Work Order Type: CAP,CORR,OPER,PM

Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish		
4987863			6033, Powassan WTP, Process, Process Control & Monitoring	PM	Calibration	1	MONTHS	COMP	2/1/26 12:00 AM	3/2/26 10:27 AM	3/2/26 10:27 AM	Analyzer Chlorine Inspection/ Service (1m) 6033 -Analyzer Chlorine Inspection/ Service (1m) at the well house was performed by Dan Finnigan on February 26, 2026 following the low chlorine alarm test and probe maintenance. The chlorine analyzer was compared to the hand-held analyzer before the well pumps were allowed to restart. Online analyzer: 2.12 mg/L Free Cl2 Handheld analyzer: 1.80 mg/L Free Cl2 The online analyzer was adjusted accordingly. The new slope after calibration was 137% (within spec).	
4989321	0000258554	PUMP DIAPHRAGM #2 CHEMICAL S-HYPO FEED PUMP	6033, Powassan WTP	PM	Inspection	1	MONTHS	COMP	2/1/26 12:00 AM	3/2/26 10:08 AM	3/2/26 10:08 AM	TPM Inspection/Maintenance (1m) 6033 -February 26, 2026 Reviewed trending to ensure both submersible well pumps are operating within normal parameters. Started exhaust fan and observed motorized louvers operating properly. Verified chlorine pump on hand, as well as duty chlorine pump operating satisfactorily.	

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM

Report End Date: Mar 31, 2026 11:59 PM

Location: 6033*

Work Order Type: CAP,CORR,OPER,PM

Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details			WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
4989326	0000209142	GENERATOR DIESEL POWASSAN GROUND WATER WELL:	6033, Powassan WTP, Facility, Power Generation	PM	Refurbish/ Replace/Repair	1	MONTHS	Wellhouse Diesel Generator Inspection/Functional Test (1m) 6033	COMP	2/1/26 12:00 AM	3/2/26 10:24 AM	3/2/26 10:24 AM	Wellhouse Diesel Generator Inspection/Functional Test (1m) 6033 -All fluid levels were checked, belts inspected, battery charging system, etc. The generator was started and the electrical load was transferred to generator power successfully, and transferred back to shore power properly when the test was completed. While running, the system was observed for leaks or any other deficiencies. Electrical volts and amps were recorded, along with the following generator values: RPM's = 1778 Oil Level = Full Coolant Temp=181 Deg.F Battery Voltage= 13.7 V Oil Pressure 65 psi Fuel level = approximately 4.5 inches Hrs at start: 9807 hr 02 min Hrs at stop: 9809 hr 07 min Exhaust Temp = 600 Deg. F

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 6033*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
4990171	0000258554	PUMP DIAPHRAGM #2 CHEMICAL S-HYPO FEED PUMP	6033, Powassan WTP	OPER	Compliance	1	MONTHS	WISKI Review (1m) 6033	COMP	2/1/26 12:00 AM	2/6/26 03:06 PM	2/6/26 03:06 PM	WISKI Review (1m) 6033 WISKI Review (1m) for the month of January 2026 was completed on February 6, 2026 by Dan Finnigan. Correction were made for chlorine residuals from testing as well and high and low chlorine occurrences, etc. All values were checked and entered, lab data entries were reviewed, WISKI Graphs corrected, and this Work Order closed off.
4994864	0000258554	PUMP DIAPHRAGM #2 CHEMICAL S-HYPO FEED PUMP	6033, Powassan WTP	OPER	HEALTH AND SAFETY	1	YEARS	OCWA Annual Workplace Inspection (1Y) 6033	COMP	2/1/26 12:00 AM	3/2/26 10:05 AM	3/2/26 10:05 AM	OCWA Annual Workplace Inspection (1Y) 6033 -February 26, 2026. Dan Finnigan completed the Annual OCWA workplace inspection throughout the day. All items on the checklist were looked at and comments were made for any deficiencies or items not applicable. A copy of the inspection was sent to the PCT / Safety, Process and Compliance Manager and the Operations manager.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 6033*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #		Asset ID		Asset Description		Location Description		WorkOrder		PM Schedule			Workorder Details				WorkLog Detail
		Type	Class	FEQ	Units			Work Order Description	Status	Schedule Start	Actual Start	Actual Finish					
4997729	0000258571	ANALYZER CHLORINE AIT-601 RESERVOIR	6033, Powassan WTP, Process, Storage, Elevated Reservoir	PM	Calibration	1	MONTHS	Analyzer Chlorine Inspection/ Service (1m) 6033	COMP	2/1/26 12:00 AM	3/2/26 10:30 AM	3/2/26 10:30 AM	Analyzer Chlorine Inspection/ Service (1m) 6033 -Analyzer Chlorine Inspection/ Service (1m) at the Reservoir was performed by Dan Finnigan on February 26, 2026. Electrolyte levels were checked and filled, air was flushed from the analyzer housing, and readings checked against a pocket colorimeter. A single point calibration was conducted after placing the analyzer probe online. The new slope after calibration was 1.42 mA/ppm (within spec). Online = 1.30 mg/L Tested = 1.46 mg/L				
5020648	0000235294	PANEL ALARM/ DIALER 01 POWASSAN GROUND WATER WELL	6033, Powassan WTP, Process, Lowlift, Well System	PM	Inspection	1	MONTHS	Critical Building Intrusion Alarm Testing (1m) 6033	COMP	3/1/26 12:00 AM	3/26/26 08:35 AM	3/26/26 08:35 AM	Critical Building Intrusion Alarm Testing (1m) 6033 March 24, 2026 Dan Finnigan performed a test of the well supply building entrance door intrusion alarm by not disarming the alarm when entering the building. This caused an intrusion alarm, which True Steel Alarm Monitoring Service received and notified the on-call operator. This confirms that the building door intrusion alarm is working. DF				

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM

Report End Date: Mar 31, 2026 11:59 PM

Location: 6033*

Work Order Type: CAP,CORR,OPER,PM

Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details			WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
5029374	0000296004	GENERATOR NATURAL GAS GENSET McRae Road Reservoir	6033, Powassan WTP, Facility, Power Generation	PM	Refurbish/ Replace/Repair	1	MONTHS	COMP	3/1/26 12:00 AM	3/31/26 09:35 AM	3/31/26 09:35 AM	Reservoir Natural Gas Generator Inspection/Functional Test (1m) 6033 -March 27, 2026 by Dan Finnigan. The oil level was checked and found to be "full", and the air filter was checked and was clean. The main power to the building was disconnected and the Reservoir back up generator started and transferred power from normal Hydro to back up system. Power transfer successful after multiple crank attempts. After the test period the power to the building was re-instated, and after a cool-down period the generator shut down.
5035044	0000235294	PANEL ALARM/ DIALER 01 POWASSAN GROUND WATER WELL	6033, Powassan WTP, Process, Lowlift, Well System	PM	Inspection	1	MONTHS	COMP	3/1/26 12:00 AM	3/26/26 08:44 AM	3/26/26 08:44 AM	Critical Alarm/Dialer Testing (1m) 6033 - Critical Alarm/Dialer Testing (1m) 6033 was completed by Dan Finnigan on March 24, 2026. The CI2 probe was pulled out of the sample cells to perform a monthly inspection and cleaning and to force an alarm condition for the monthly testing of the low chlorine alarm, the alarm dialer and the well pump interlock lockout. WIN911 Alarming and the HMI (via Telus) provided notification to the on call operator. After the low chlorine alarm cleared, the well pump lockout was reset to resume normal operation of the well house. These actions verified proper operation of the low CI2/instrument alarm, alarm dialer and well pump interlock.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
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WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details			WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
5035256	0000258554	PUMP DIAPHRAGM #2 CHEMICAL S-HYPO FEED PUMP	6033, Powassan WTP	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 6033	COMP	3/1/26 12:00 AM	3/26/26 08:34 AM	3/26/26 08:34 AM	<p>Health And Safety Inspection (1m) 6033</p> <p>-The monthly H&S Inspection was conducted on March 24, 2026 and consisted of checking/verifying the following items:</p> <ol style="list-style-type: none"> 1. Chemical Apron 2. Face Shield 3. Spill Kit(s) X 2: all items were available 4. Chemical secondary containment (intact) 5. Safety Signage (all intact and visible) 6. First aid kit 7. Hearing protection earmuffs 8. Emergency lighting (tested and working) 9. Emergency Eyewash (tested and working)
5035358		6033, Powassan WTP, Process, Process Control & Monitoring		PM	Calibration	1	MONTHS	Analyzer Chlorine Inspection/Service (1m) 6033	COMP	3/1/26 12:00 AM	3/26/26 08:51 AM	3/26/26 08:51 AM	<p>Analyzer Chlorine Inspection/Service (1m) 6033</p> <p>-Analyzer Chlorine Inspection/Service (1m) at the well house was performed by Dan Finnigan on March 24, 2026 following the low chlorine alarm test and probe maintenance. The chlorine analyzer was compared to the hand-held analyzer before the well pumps were allowed to restart.</p> <p>Online analyzer: 1.80 mg/L Free Cl2 Handheld analyzer: 1.82 mg/L Free Cl2</p> <p>The online analyzer was within 0.02 mg/L Free Cl2 and therefore did not require adjustment.</p>

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 6033*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish		
5036986	0000258554	PUMP DIAPHRAGM #2 CHEMICAL S-HYPO FEED PUMP	6033, Powassan WTP	PM	Inspection	1	MONTHS	COMP	3/1/26 12:00 AM	3/26/26 08:43 AM	3/26/26 08:43 AM	TPM Inspection/Maintenance (1m) 6033	- March 24, 2026 Reviewed trending to ensure both submersible well pumps are operating within normal parameters. Started exhaust fan and observed motorized louvers operating properly. Verified chlorine pump on hand, as well as duty chlorine pump operating satisfactorily.
5036991	0000209142	GENERATOR DIESEL POWASSAN GROUND WATER WELL:	6033, Powassan WTP, Facility, Power Generation	PM	Refurbish/Replace/Repair	1	MONTHS	COMP	3/1/26 12:00 AM	3/26/26 08:42 AM	3/26/26 08:42 AM	Wellhouse Diesel Generator Inspection/Functional Test (1m) 6033	-March 24, 2026 by Dan Finnigan. All fluid levels were checked, belts inspected, battery charging system, etc. The generator was started and the electrical load was transferred to generator power successfully, and transferred back to shore power properly when the test was completed. While running, the system was observed for leaks or any other deficiencies. Electrical volts and amps were recorded, along with the following generator values: RPM's = 1803 Oil Level = Full Coolant Temp=179 Deg.F Battery Voltage= 13.7 V Oil Pressure 6 psi Fuel level = approximately 4.5 inches Hrs at start: 9847 hr 42 min Hrs at stop: 9849 hr 25 min Exhaust Temp = 525 Deg. F

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 6033*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
5038040	0000258554	PUMP DIAPHRAGM #2 CHEMICAL S-HYPO FEED PUMP	6033, Powassan WTP	OPER	Compliance	1	MONTHS	WISKI Review (1m) 6033	COMP	3/1/26 12:00 AM	3/3/26 03:47 PM	3/3/26 03:47 PM	WISKI Review (1m) 6033 WISKI Review (1m) for the month of February 2026 was completed on March 3, 2026 by Dan Finnigan. Correction were made for chlorine residuals from testing as well and high and low chlorine occurrences, etc. All values were checked and entered, lab data entries were reviewed, WISKI Graphs corrected, and this Work Order closed off.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 6033*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish		
5045289	0000258571	ANALYZER CHLORINE AIT-601 RESERVOIR	6033, Powassan WTP, Process, Storage, Elevated Reservoir	PM	Calibration	1	MONTHS	COMP	3/1/26 12:00 AM	3/31/26 09:33 AM	3/31/26 09:33 AM	<p>Analyzer Chlorine Inspection/Service (1m) 6033</p> <p>Analyzer Chlorine Inspection/Service (1m) at the Reservoir was performed by Dan Finnigan on March 27, 2026. Electrolyte levels were checked and filled, air was flushed from the analyzer housing, and readings checked against a pocket colorimeter. A single point calibration was conducted after placing the analyzer probe online. The new slope after calibration was 1.30 mA/ppm (within spec).</p> <p>Online = 1.21 mg/L Tested = 1.32 mg/L</p>	



Appendix B - Work Order Summary for WWTL

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM

Report End Date: Mar 31, 2026 11:59 PM

Location: 5747*

Work Order Type: CAP,CORR,OPER,PM

Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
4922323	0000296003	GENERATOR NATURAL GAS GENSET Clark Street	5747, Clark SPS, Facility	PM	Refurbish/ Replace/Repair	1	MONTHS	CLOSE	1/1/26 12:00 AM	1/16/26 11:16 AM	1/16/26 11:16 AM	Diesel Generator Inspection/ Functional Test (1m) 5747 -January 16, 2026 Dan Finnigan performed the monthly Generator/ Functional test.. All fluid levels were checked, belts inspected, battery charging system, etc. The generator transfer button was pressed and the start command to the generator was initiated. While running, the system was observed for leaks or any other deficiencies. The following generator values were recorded while running: *Note: The generator started on the 1 st attempt. RPM's= 1800 Oil Level = Full Coolant Temp=140 Deg.F Battery Voltage= 12.7 V Oil Pressure 60 psi Hrs at start: 573.45 Hrs at stop: 574.45
4929424	0000126968	LAGOON CELL 01 SOUTH POWASSAN	5747, Powassan WWTL, Process	PM	Inspection	1	MONTHS	CLOSE	1/1/26 12:00 AM	1/12/26 01:24 PM	1/12/26 01:24 PM	Lagoon Cell 01South Powassan Insp/ Service (1m/6m/1y) 5747 Dan Finnigan inspected the associated lagoon during a site visit on the monthly RAW sewage sample collection on January 09, 2026. The lagoon berm was inspected and found to be in good condition, the level was checked and found to be below the overflow level, and there were no other unusual observations.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM

Report End Date: Mar 31, 2026 11:59 PM

Location: 5747*

Work Order Type: CAP,CORR,OPER,PM

Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
4929441	0000126967	LAGOON CELL 02 NORTH POWASSAN	5747, Powassan WWTL, Process	PM	Inspection	1	MONTHS	CLOSE	1/1/26 12:00 AM	1/12/26 01:25 PM	1/12/26 01:25 PM	Lagoon Cell 02 North Powassan Insp/Service (1m/6m/1y) 5747 Dan Finnigan inspected the associated lagoon during a site visit on the monthly RAW sewage sample collection on January 09, 2026. The lagoon berm was inspected and found to be in good condition, the level was checked and found to be below the overflow level, and there were no other unusual observations.
4929471	0000126969	LAGOON CELL 03 POWASSAN	5747, Powassan WWTL, Process	PM	Inspection	1	MONTHS	CLOSE	1/1/26 12:00 AM	1/12/26 01:26 PM	1/12/26 01:26 PM	Lagoon Cell 03 Powassan Inspection/Service (1m/6m/1y) 5747 Dan Finnigan inspected the associated lagoon during a site visit on the monthly RAW sewage sample collection on January 09, 2026. The lagoon berm was inspected and found to be in good condition, the level was checked and found to be below the overflow level, and there were no other unusual observations.
4929501			5747, Powassan WWTL	OPER	HEALTH AND SAFETY	1	YEARS	COMP	1/1/26 12:00 AM	3/26/26 09:13 AM	3/26/26 09:13 AM	WHMIS/MSDS/NSF Review And Update (1y) 5747 -WHMIS/MSDS/NSF Review And Update (1y) was completed on March 24, 2026. A review of controlled products was conducted and all SDS sheets were reviewed to ensure the latest revision were available. The sampling calendar was reviewed to see what is required this year. The operator had valid WHMIS training.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 5747*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish		
4929573			5747, Powassan WWTL	PM	HEALTH AND SAFETY	1	MONTHS	CLOSE	1/1/26 12:00 AM	1/16/26 11:19 AM	1/16/26 11:19 AM	Health And Safety Inspection (1m) 5747 -Dan Finnigan conducted the monthly H&S Inspection on January 16, 2026 which consisted of checking/verifying the following items: 1. Spill Kit: all items were available 2. Safety Signage (all intact and visible) 3. First aid kit 4. Hearing protection earmuffs 5. Emergency lighting (tested and working) 6. Emergency Eyewash (bottles are within use before date) 7. Fire Extinguisher 8. CO Monitor (tested and working)	
4929638			5747, Powassan WWTL	PM	Inspection	1	MONTHS	CLOSE	1/1/26 12:00 AM	1/16/26 11:20 AM	1/16/26 11:20 AM	TPM Inspection/Maintenance (1m) 5747 -Completed by Dan Finnigan on January 16, 2026. The operation of all sewage station lift pumps were visually and audibly observed at both St. Gregory's Lift Station and the Clark Street Lift station. Pump #1 at St. Gregory SLS seemed a little noisy but pump output was normal. The control panels were also checked for functionality with nothing unusual noted. Ventilation screens at the Clark Station were in good condition, and there was nothing else to report. *NOTE: all gate locks and wet well locks were frozen and needed to be torched to open.	

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM

Report End Date: Mar 31, 2026 11:59 PM

Location: 5747*

Work Order Type: CAP,CORR,OPER,PM

Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
4929648			5747, Powassan WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5747	CLOSE	1/1/26 12:00 AM	1/16/26 11:17 AM	1/16/26 11:17 AM	Critical Alarm/Dialer Testing (1m) 5747 -Conducted by Dan Finnigan on January 16, 2026. Both sewage pumps were turned off in "hand" and the wet well level was allowed to rise until the High Level alarm setpoint was reached. The Telus alarm was triggered and messaged the operator and both pumps were turned back on to pump down the level. Both sewage pumps shut off in Auto when the level returned to normal.
4933742			5747, Powassan WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5747	CLOSE	1/1/26 12:00 AM	1/15/26 01:57 PM	1/15/26 01:57 PM	WISKI Review (1m) 5747 WISKI Review (1m) for the month of December 2025 was completed by Dan Finnigan. All values were checked, lab data entries were reviewed, and this Work Order closed off.
4981903	0000296003	GENERATOR NATURAL GAS GENSET Clark Street	5747, Clark SPS, Facility	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Generator Inspection/ Functional Test (1m) 5747	COMP	2/1/26 12:00 AM	2/23/26 07:53 AM	2/23/26 07:53 AM	Diesel Generator Inspection/ Functional Test (1m) 5747 -February 18, 2026 Dan Finnigan performed the monthly Generator/ Functional test.. All fluid levels were checked, belts inspected, battery charging system, etc. The generator transfer button was pressed and the start command to the generator was initiated. While running, the system was observed for leaks or any other deficiencies. The following generator values were recorded while running: *Note: The generator started on the 1 st attempt. RPM's= 1800 Oil Level = Full Coolant Temp=140 Deg.F Battery Voltage= 12.7 V Oil Pressure 60 psi Hrs at start: 574.50 Hrs at stop: 575.80

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 5747*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
4987126	0000126968	LAGOON CELL 01 SOUTH POWASSAN	5747, Powassan WWTL, Process	PM	Inspection	1	MONTHS	COMP	2/1/26 12:00 AM	2/3/26 01:36 PM	2/3/26 01:36 PM	Lagoon Cell 01 South Powassan Insp/Service (1m/6m/1y) 5747 Dan Finnigan inspected the associated lagoon during a site visit on the monthly RAW sewage sample collection on February 02, 2026. The lagoon berm was inspected and found to be in good condition, the level was checked and found to be below the overflow level, and there were no other unusual observations.
4987136	0000126967	LAGOON CELL 02 NORTH POWASSAN	5747, Powassan WWTL, Process	PM	Inspection	1	MONTHS	COMP	2/1/26 12:00 AM	2/3/26 01:43 PM	2/3/26 01:43 PM	Lagoon Cell 02 North Powassan Insp/Service (1m/6m/1y) 5747 -Dan Finnigan inspected the associated lagoon during a site visit on the monthly RAW sewage sample collection on February 02, 2026. The lagoon berm was inspected and found to be in good condition, the level was checked and found to be below the overflow level, and there were no other unusual observations.
4987158	0000126969	LAGOON CELL 03 POWASSAN	5747, Powassan WWTL, Process	PM	Inspection	1	MONTHS	COMP	2/1/26 12:00 AM	2/3/26 01:45 PM	2/3/26 01:45 PM	Lagoon Cell 03 Powassan Inspection/Service (1m/6m/1y) 5747 -Dan Finnigan inspected the associated lagoon during a site visit on the monthly RAW sewage sample collection on February 02, 2026. The lagoon berm was inspected and found to be in good condition, the level was checked and found to be below the overflow level, and there were no other unusual observations.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 5747*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details			WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
4987176		5747, Powassan WWTL		PM	HEALTH AND SAFETY	1	MONTHS	COMP	2/1/26 12:00 AM	2/23/26 07:54 AM	2/23/26 07:54 AM	Health And Safety Inspection (1m) 5747 -Dan Finnigan conducted the monthly H&S Inspection on February 20, 2026 which consisted of checking/verifying the following items: 1. Spill Kit: all items were available 2. Safety Signage (all intact and visible) 3. First aid kit 4. Hearing protection earmuffs 5. Emergency lighting (tested and working) 6. Emergency Eyewash (bottles are within use before date) 7. Fire Extinguisher 8. CO Monitor (tested and working)
4987187		5747, Powassan WWTL		PM	Inspection	1	MONTHS	COMP	2/1/26 12:00 AM	2/23/26 07:56 AM	2/23/26 07:56 AM	TPM Inspection/Maintenance (1m) 5747 -Completed by Dan Finnigan on February 20, 2026. The operation of all sewage station lift pumps were visually and audibly observed at both St. Gregory's Lift Station and the Clark Street Lift station. Pump #1 at St. Gregory SLS seemed a little noisy but pump output was normal. The control panels were also checked for functionality with nothing unusual noted. Ventilation screens at the Clark Station were in good condition, and there was nothing else to report. *NOTE: considerable snow was blocking the gate and had to be shoveled out by hand.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM

Report End Date: Mar 31, 2026 11:59 PM

Location: 5747*

Work Order Type: CAP,CORR,OPER,PM

Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
4987197			5747, Powassan WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5747	COMP	2/1/26 12:00 AM	2/23/26 07:57 AM	2/23/26 07:57 AM	Critical Alarm/Dialer Testing (1m) 5747 -Conducted by Dan Finnigan on February 20 2026. Both sewage pumps were turned off in "hand" and the wet well level was allowed to rise until the High Level alarm setpoint was reached. The Telus alarm was triggered and messaged the operator and both pumps were turned back on to pump down the level. Both sewage pumps shut off in Auto when the level returned to normal.
4990176			5747, Powassan WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5747	COMP	2/1/26 12:00 AM	2/6/26 03:05 PM	2/6/26 03:05 PM	WISKI Review (1m) 5747 WISKI Review (1m) for the month of January 2026 was completed by Dan Finnigan on February 6, 2026. RAW sewage flows were entered, discharge Flows were calculated and entered if applicable, all values were checked, lab data entries were reviewed, and this Work Order closed off.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 5747*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
5029358	0000296003	GENERATOR NATURAL GAS GENSET Clark Street	5747, Clark SPS, Facility	PM	Refurbish/ Replace/Repair	1	MONTHS	COMP	3/1/26 12:00 AM	3/26/26 09:07 AM	3/26/26 09:07 AM	Diesel Generator Inspection/ Functional Test (1m) 5747 -March 24, 2026 Dan Finnigan performed the monthly Generator/ Functional test.. All fluid levels were checked, belts inspected, battery charging system, etc. The generator transfer button was pressed and the start command to the generator was initiated. While running, the system was observed for leaks or any other deficiencies. The following generator values were recorded while running: *Note: The generator started on the 1 st attempt. RPM's= 1800 Oil Level = Full Coolant Temp=170 Deg.F Battery Voltage= 12.4 V Oil Pressure 60 psi Hrs at start: 575.90 Hrs at stop: 576.35
5034919	0000126968	LAGOON CELL 01 SOUTH POWASSAN	5747, Powassan WWTL, Process	PM	Inspection	1	MONTHS	COMP	3/1/26 12:00 AM	3/13/26 09:55 AM	3/13/26 09:55 AM	Lagoon Cell 01South Powassan Insp/ Service (1m/6m/1y) 5747 Dan Finnigan inspected the associated lagoon during a site visit on the monthly RAW sewage sample collection on March 09, 2026. The lagoon berm was inspected and found to be in good condition, the level was checked and found to be below the overflow level, and there were no other unusual observations.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM

Report End Date: Mar 31, 2026 11:59 PM

Location: 5747*

Work Order Type: CAP,CORR,OPER,PM

Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Status	Schedule Start	Actual Start	Actual Finish	
5034929	0000126967	LAGOON CELL 02 NORTH POWASSAN	5747, Powassan WWTL, Process	PM	Inspection	1	MONTHS	COMP	3/1/26 12:00 AM	3/13/26 09:56 AM	3/13/26 09:56 AM	Lagoon Cell 02 North Powassan Insp/Service (1m/6m/1y) 5747 Dan Finnigan inspected the associated lagoon during a site visit on the monthly RAW sewage sample collection on March 09, 2026. The lagoon berm was inspected and found to be in good condition, the level was checked and found to be below the overflow level, and there were no other unusual observations.
5034951	0000126969	LAGOON CELL 03 POWASSAN	5747, Powassan WWTL, Process	PM	Inspection	1	MONTHS	COMP	3/1/26 12:00 AM	3/13/26 09:57 AM	3/13/26 09:57 AM	Lagoon Cell 03 Powassan Inspection/Service (1m/6m/1y) 5747 Dan Finnigan inspected the associated lagoon during a site visit on the monthly RAW sewage sample collection on March 09, 2026. The lagoon berm was inspected and found to be in good condition, the level was checked and found to be below the overflow level, and there were no other unusual observations.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 5747*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
5034969			5747, Powassan WWTL	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5747	COMP	3/1/26 12:00 AM	3/26/26 09:16 AM	3/26/26 09:16 AM	Health And Safety Inspection (1m) 5747 -Dan Finnigan conducted the monthly H&S Inspection on March 24, 2026 which consisted of checking/verifying the following items: 1. Spill Kit: all items were available 2. Safety Signage (all intact and visible) 3. First aid kit 4. Hearing protection earmuffs 5. Emergency lighting (tested and working) 6. Emergency Eyewash (bottles expired Feb 2026 and new ones required) 7. Fire Extinguisher 8. CO Monitor (tested and working) *Note: new eyewash bottles will be ordered from Transcanada Safety and stocked back in the station.
5034980			5747, Powassan WWTL	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5747	COMP	3/1/26 12:00 AM	3/26/26 09:10 AM	3/26/26 09:10 AM	TPM Inspection/Maintenance (1m) 5747 -Completed by Dan Finnigan on March 24, 2026. The operation of all sewage station lift pumps were visually and audibly observed at both St. Gregory's Lift Station and the Clark Street Lift station. Pump #1 at St. Gregory SLS seemed a little noisy but pump output was normal. The control panels were also checked for functionality with nothing unusual noted. Ventilation screens at the Clark Station were in good condition, and there was nothing else to report.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM
 Report End Date: Mar 31, 2026 11:59 PM
 Location: 5747*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
5034985			5747, Powassan WWTL	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5747	COMP	3/1/26 12:00 AM	3/26/26 09:25 AM	3/26/26 09:25 AM	Critical Alarm/Dialer Testing (1m) 5747 This monthly alarm was tested in real time based on three high wet well level events that occurred during the month of March 2026. During the following events the High Wet Well alarm was triggered and Telus notified the on-call operator. WIN911 also dialed out the alarm notification during the events. Following a reduction of the wet well level the alarm condition returned to normal. Saturday March 07, 2026 Monday March 09, 2026 Monday March 16, 2026
5038045			5747, Powassan WWTL	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5747	COMP	3/1/26 12:00 AM	3/3/26 02:11 PM	3/3/26 02:11 PM	WISKI Review (1m) for the month of February 2026 was completed by Dan Finnigan on March 3, 2026. RAW sewage flows were entered, discharge Flows were calculated and entered if applicable, all values were checked, lab data entries were reviewed, and this Work Order closed off.



Appendix C – Call-out Report for WTP

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM

Report End Date: Mar 31, 2026 11:59 PM

Location: 6033*

Work Order Type: CALL,EMER

Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	
4967433			6033, Powassan WTP, Process, Process Control & Monitoring	EMER	Refurbish/ Replace/Repair	0		Powassan Wellhouse: Control Wiring Repairs and PLC Programming	CLOSE	1/23/26 08:59 AM	1/23/26 08:59 AM	Control Wiring Repairs and PLC Programming -Significant effort in troubleshooting erratic chlorine residuals. Several concurrent issues related to wiring, programming, well pumps, dosing pumps and chemical feed system components made for perplexing and lengthy repair response. System is now operating normally. Attachment -See attachment showing Stroma instrumentation work report.

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM

Report End Date: Mar 31, 2026 11:59 PM

Location: 6033*

Work Order Type: CALL,EMER

Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details			WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
4968403		6033, Powassan WTP, Process, Disinfection, Chlorination		CALL	Compliance	0			Powassan DWS High Chlorine Alarms & Hypo Pump Issues	CLOSE	1/4/26 07:27 AM	1/4/26 07:30 PM	<p>Powassan DWS High Chlorine Alarms & Hypo Pump Issues</p> <p>Called for High Chlorine at Well House. Attended plant and confirmed well pump shut off immediately after High chlorine event. Checked wiring on pump cables and re-wired a new cable to hypo pump.</p> <p>Checked trending on data logger to confirm there was no non-compliance.</p> <p>Removed hypo pump and installed a smaller pump taken from the Reservoir. Re-started plant but smaller pump was not able to provide proper disinfection.</p> <p>Received low chlorine alarms and lockout. Backflushed again and removed small pump.</p> <p>Re-installed larger pump and re-started plant. Received High Chlorine alarm again and shut off plant. Backflushed again.</p> <p>Completely disassembled hypo pump, cleaned all parts and replaced suction valve.</p> <p>Restarted plant and monitored. Once the residual was back to normal all lockout setpoints and alarm limits were verified.</p>
4970975		Powassan Ground Water Well System		EMER	Refurbish/Replace/Repair	0			Service leak home hardware	COMP	1/19/26 10:49 AM	1/29/26 02:30 PM	<p>Service leak home hardware</p> <p>-Called by Paul Dyrda, asking about thawing valve boxes or service boxes. said there is a leak at home hardware in Powassan. attended location checked service box, on key, waited for Bran to arrive. tried closing curbstop. just spins. broke. suggested vacuuming and using lip hook tools to fix. set a date of wed Jan 21/26. Bran said it doesnt leak bad when open TF Jan 15/26</p>

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM

Report End Date: Mar 31, 2026 11:59 PM

Location: 6033*

Work Order Type: CALL,EMER

Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule			Workorder Details			WorkLog Detail
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	
4972701	0000258554	PUMP DIAPHRAGM #2 CHEMICAL S-HYPO FEED PUMP	6033, Powassan WTP	CALL	Compliance	0		Powassan Area Wonderware Comm Failure	COMP	1/27/26 12:51 AM	1/27/26 07:00 AM	<p>Powassan Area Wonderware Comm Failure</p> <p>-00:51--Received WIN911 Notification for Powassan Outpost Comm Loss.Alarm</p> <p>01:00--Logged onto Wonderware remotely: trending shows a loss of trending from 00:05 to 00:49 but appears normal now. Will check CV trending in the morning to see if there's a reportable loss.</p> <p>07:00--Logged onto Wonderware remotely: CV trending is intact with no loss of trending during the approximately 1 hour comm loss earlier. No further action required.</p>
5019543		6033, Powassan WTP, Process, Process Control & Monitoring		CALL	Inspection	0		Powassan Well House Auxiliary 1 - 3 Alarms	COMP	2/16/26 12:00 PM	2/16/26 01:30 PM	<p>Received Auxiliary 1 Reservoir Level, Auxiliary 2 Power Outage and Auxiliary 3 Well Pump Failure</p> <p>- Received Auxiliary 1 Reservoir Level, Auxiliary 2 Power Outage and Auxiliary 3 Well Pump Failure Alarm following area utility power grid fluctuation. Inspected equipment with PLC Panel Battery Backup deactivated. Activated UPS. System restore with Well Pump 1 activation.</p>



Appendix D - Call-out Report for WWTL

Workorder Summary Report

Report Start Date: Jan 1, 2026 12:00 AM

Report End Date: Mar 31, 2026 11:59 PM

Location: 5747*

Work Order Type: CALL,EMER

Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
4969479		5747, Clark SPS		CALL	Inspection	0		Powassan Clark Street SPS High Level Alarm	CLOSE		1/9/26 01:00 PM	1/9/26 11:15 PM	Powassan Clark Street SPS High Level Alarm -Notified operational staff with site assessment performed with gradual rise in station wet well. Travelled to location for assessment. Inspected Wet Well with station level approximately 1 foot below bypass. Precipitation beginning to subside after extreme weather event. Travelled back to station for additional inspection. Inspection of Wet Well shows normal level with no signs overflow occurred. Inspection of Wet Well shows normal level with no signs overflow occurred.
5067132		5747, Clark SPS		CALL	Inspection	0		Powassan WW Clark Street SPS Bypass	COMP		3/7/26 09:30 AM	3/8/26 03:00 PM	Powassan WW Clark Street SPS Bypass -Received Clark Street SPS High Wet Well Level Alarm. Received WIN Clark Street SPS High Wet Well Level Alarm. Station inspection with Bypass in progress. Calcium Hypochlorite confirmed to be in place for disinfection. Contacted MECP SAC Environmental Officer Jessica Silva providing event number 1-Q9KVQB. Contacted NBPSD Health Unit. Collected first set Bypass samples. Contacted by NBPSDHU Health Inspector Brendon Marsden. Collected second set Bypass samples. Completed preliminary Environmental Incident Report emailed to MECP SAC, MOH and Environment Canada. Powassan WW Clark Street SPS Bypass -Clark Street SPS inspection no longer Bypassing. Contacted MECP SAC speaking with Environmental Officer Fatima Jabeer reporting details of estimated Bypass duration and volume. Completed final Environmental Incident Report emailed to MECP SAC, MOH and Environment Canada.



Appendix E - Performance Assessment Report Water

6033 POWASSAN DRINKING WATER SYSTEM 220000576

1 / 2026 2 / 2026 3 / 2026 <--Total--> <--Avg--> <--Max--> <--Min-->

Flows

Raw Flow: Monthly Total - RW1 - Raw Well 1 (m³)	4,126.26	5,079.84	6,200.78	15,406.88			
Raw Flow: Monthly Total - RW2 - Raw Well 2 (m³)	6,897.52	4,982.55	5,660.55	17,340.62			
Raw Flow: Monthly Avg - RW1 - Raw Well 1 (m³)	133.11	181.42	200.03	171.52			
Raw Flow: Monthly Avg - RW2 - Raw Well 2 (m³)	216.05	177.95	182.60	192.20			
Raw Flow: Monthly Max - RW1 - Raw Well 1 (m³)	379.64	252.55	269.90	379.640			
Raw Flow: Monthly Max - RW2 - Raw Well 2 (m³)	466.15	235.41	225.96	466.150			
Raw Flow: Monthly Total - RW - Raw Water - Total (m³)	10,823.78	10,062.39	11,861.33	32,747.50			
Raw Flow: Monthly Avg - RW - Raw Water - Total (m³)	349.15	359.37	382.62	363.72			
Raw Flow: Monthly Max - RW - Raw Water - Total (m³)	466.15	437.20	441.48	466.150			

Turbidity

Raw: Max Turbidity - RW1 - Raw Well 1 (NTU)	0.120	0.090	0.120				
Raw: Max Turbidity - RW2 - Raw Well 2 (NTU)	0.150	0.130	0.120				

Chemical Parameters

Treated: Max Nitrite - TW1 - TW1 (mg/L)	<	<	<	<	<	<	<
Treated: Max Nitrate - TW1 - TW1 (mg/L)	<	<	<	<	<	<	<
Distribution: Max THM - DW - Distribution (µg/l)	<	<	<	<	<	<	<
Distribution: Max HAA - DW - Distribution (µg/l)	<	<	<	<	<	<	<

Chlorine Residuals

Treated: Min Free Cl2 Resid - TW - Treated Water (mg/L)	0.766	1.237	1.065				0.766
Treated: Max Free Cl2 Resid - TW - Treated Water (mg/L)	5.960	2.166	2.086				5.960
Dist: Min Free Cl2 Resid - DW - Distribution (mg/L)	1.230	1.500	1.440				1.050
Dist: Max Free Cl2 Resid - DW - Distribution (mg/L)	2.090	1.820	1.690				2.050

Bacti Samples Collected

Raw Bacti: # of samples - RW1 - Raw Well 1	4	4	5	13			
Raw Bacti: # of samples - RW2 - Raw Well 2	4	4	5	13			
Treated Bacti: # of samples - TW1 - TW1	2	3	1	6			
Treated Bacti: # of samples - TW2 - TW2	2	1	4	7			
Dist Bacti: # of samples - DW - Distribution	12	12	15	39			
Dist HPC: # of samples - DW - Distribution	4	4	5	13			
Treated Bacti: # of TC exceedances - TW1 - TW1	0	0	0	0			
Treated Bacti: # of TC exceedances - TW2 - TW2	0	0	0	0			
Treated Bacti: # of EC exceedances - TW1 - TW1	0	0	0	0			
Treated Bacti: # of EC exceedances - TW2 - TW2	0	0	0	0			
Dist Bacti: # of TC exceedances - DW - Distribution	0	0	0	0			
Dist Bacti: # of EC exceedances - DW - Distribution	0	0	0	0			



Appendix F - Performance Assessment Report Wastewater

Performance Assessment Report

From 1/1/2026 to 3/31/2026

5747 POWASSAN WASTEWATER TREATMENT LAGOON 110000613

1 / 2026 2 / 2026 3 / 2026 <--Total--> <--Avg--> <--Max-->

Flows

Raw Flow: Total - Raw m ³ /d	13,827.40	9,850.60	21,558.30	45,236.30		
Raw Flow: Total - St Gregory m ³ /d	484.10	401.50	760.60	1,646.20		
Raw Flow: Total - Clark Street m ³ /d	13,343.30	9,449.10	20,797.70	43,590.10		
Raw Flow: Avg - Raw m ³ /d	446.05	351.81	695.43	502.63		
Raw Flow: Avg - St Gregory m ³ /d	15.62	14.34	24.54	18.29		
Raw Flow: Avg - Clark Street m ³ /d	430.43	337.47	670.89	484.33		
Raw Flow: Max - Raw m ³ /d	1,230.90	397.90	1,473.20	1,473.20		
Raw Flow: Max - St Gregory m ³ /d	43.80	19.00	61.30	61.30		
Raw Flow: Max - Clark Street m ³ /d	1,187.10	379.30	1,412.70	1,412.70		
Raw Flow: Count - Raw m ³ /d	31.00	28.00	31.00	90.00		
Raw Flow: Count - St Gregory m ³ /d	31.00	28.00	31.00	90.00		
Raw Flow: Count - Clark Street m ³ /d	31.00	28.00	31.00	90.00		

Biochemical Oxygen Demand: BOD5

Raw: Avg BOD5 - Raw mg/L	166.00	242.00	71.00	159.67		242.00
Raw: # of samples of BOD5 - Raw	1.00	1.00	1.00	3.00		

Total Suspended Solids: TSS

Raw: Avg TSS - Raw mg/L	265.00	206.00	97.00	189.33		265.00
Raw: # of samples of TSS - Raw	1.00	1.00	1.00	3.00		

Total Phosphorus: TP

Raw: Avg TP - Raw mg/L	2.49	3.06	0.97	2.17		3.06
Raw: # of samples of TP - Raw	1.00	1.00	1.00	3.00		

Nitrogen Series

Raw: Avg TKN - Raw mg/L	20.00	32.00	9.30	20.43		32.00
Raw: # of samples of TKN - Raw	1.00	1.00	1.00	3.00		

File # B17 & B18/POWASSAN/2026

May 14, 2026

Planning Report: Municipality of Powassan, Consent Applications – B17 & B18/POWASSAN/2026

Background

Jonathan Wiebe and Jennifer Pimental have applied for an Application of Consent to the North Almaguin Planning Board. The application has been circulated to the Municipality of Powassan for comment. The application proposes to create two (2) rural residential lots and retain one (1) lot. Pre-consultation comments were provided to applicants identifying development constraints of potential aggregate resources, an active aggregate license across the road, neighbouring farming operations and natural heritages features including a wetland. A Minimum Distance Separation (MDS) Report, an Aggregate Resources Evaluation and a Wetland Boundary Delineation report have been submitted as part of the application. Confirmation from the North Bay Mattawa Conservation Authority that onsite sewage systems can be accommodated was also received as part of the application.

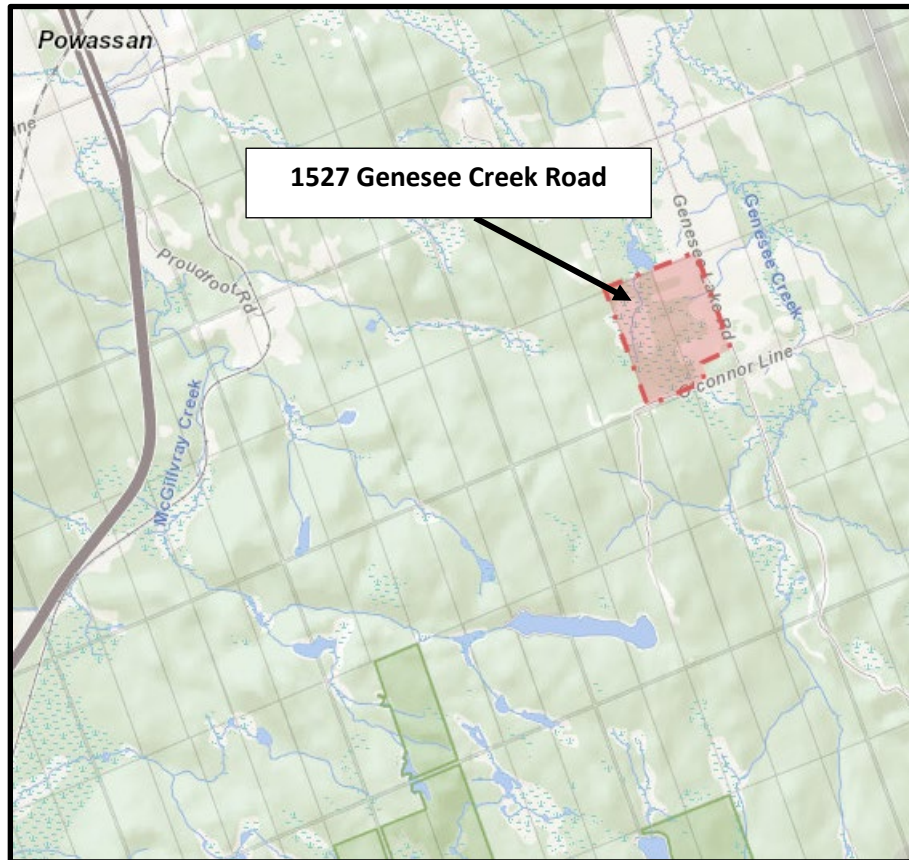
Location and Lot Description

The subject lands are described as Part of Lot 6 and 7, Concession 5 (Himsworth), in the Municipality of Powassan, District of Parry Sound. The property is civically known as 1527 Genesee Creek Road, Powassan. The subject property is illustrated in [Figure 1](#), located at the northwest corner of Genesee Creek Road and O'Connor Line. A desktop review shows the subject property is generally vacant land with areas of trees, open fields, a creek and wetlands. The property appears to have one accessory structure on the north half of the property. The proposed severed lots are vacant with areas of trees and open fields.

Proposal Description

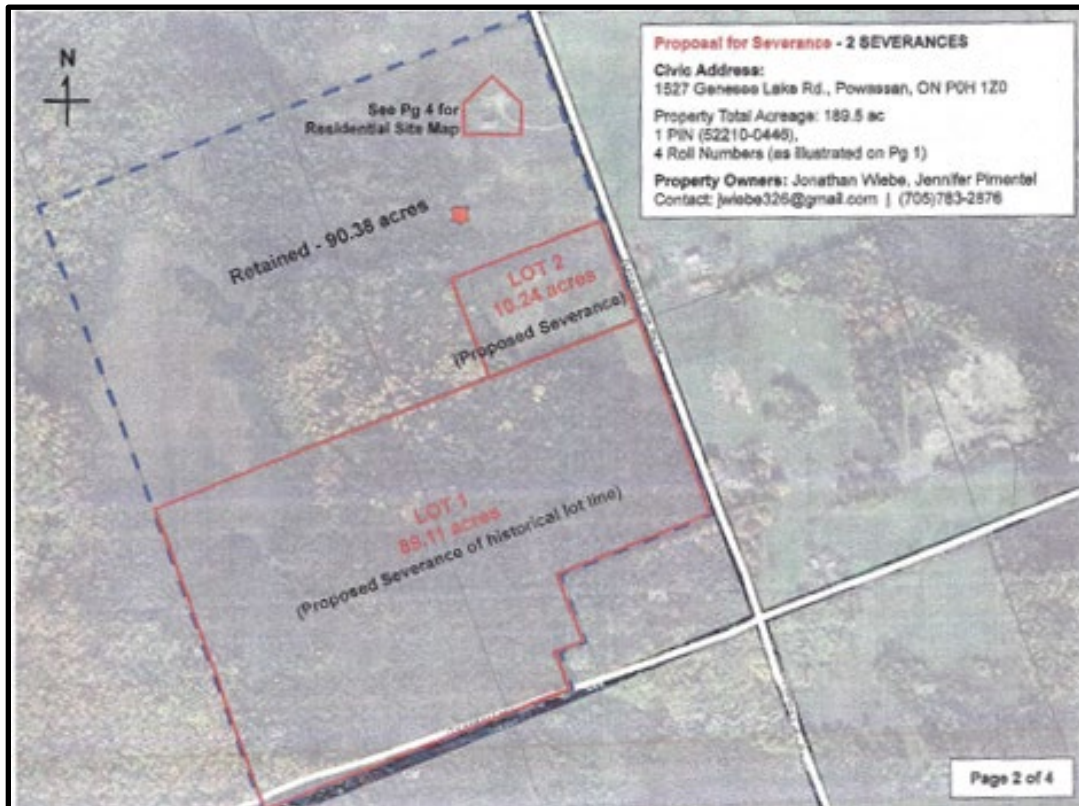
The subject property is approximately 76.8 ha in size (\pm 189.7 ac) with approximately 835 m (\pm 2738 ft) of frontage on Genesee Creek Road. The proposed severed lot 1 would have an area of approximately 36.1 ha (\pm 89.1 ac) and 340.6 m (\pm 1118 ft) of frontage. The proposed severed lot 2 would have an area of approximately 4.1 ha (\pm 10.2 ac) and approximately 164.6 m (\pm 540 ft) of frontage on Genesee Creek Road. The retained lot would maintain approximately 36.6 ha (\pm 90.4 ac) with approximately 335.4 m (\pm 1100 ft) frontage on Genesee Creek Road. A draft Consent Sketch provided by the applicant is illustrated in [Figure 2](#) below.

Figure 1: Location Map



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

Figure 2: Proposed Severance



Policy Analysis

Provincial Planning Statement, 2024

The subject property is in the Rural Area and on Rural Lands according to the PPS. Multiple property constraints were also identified during the review and include neighbouring farm operations, potential aggregate resources and natural heritage features. The relevant policies have been provided.

Lot creation in the Rural Lands is permitted and Section 2.6.1 states:

c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services...

The following policies also apply:

2.6.2. Development that can be sustained by rural service levels should be promoted.

2.6.3. Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the uneconomical expansion of this infrastructure.

2.6.4. Planning authorities should support a diversified rural economy by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.

2.6.5. New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.

The application included MDS calculations illustrating setbacks from neighbouring livestock facilities and concluding adequate building envelopes are available on both the proposed severed lots and the proposed retained lot.

Section 4.1 of the PPS refers to Natural Heritage policies where:

1. Natural features and areas shall be protected for the long term.

2. The diversity and connectivity of natural features in an area, and the long-term ecological function and biodiversity of natural heritage systems, should be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and ground water features.

...

8. Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 4.1.4, 4.1.5, and 4.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

The Wetland Boundary Delineation submitted by FRI Ecological Services concludes that an appropriate 30 m setback from the property's local wetland can be met and future development can occur without negatively impacting the natural heritage feature.

Section 4.5 is policy relating to Mineral Aggregate Resources where Section 4.5.1 states:

1. Mineral aggregate resources shall be protected for long-term use and, where provincial information is available, deposits of mineral aggregate resources shall be identified

The protection of aggregate resources are outlined in Section 4.5.2 where:

...

4. Mineral aggregate operations shall be protected from development and activities that would preclude or hinder their expansion or continued use or which would be incompatible for reasons of public health, public safety or environmental impact. Existing mineral aggregate operations shall be permitted to continue without the need for official plan

amendment, rezoning or development permit under the Planning Act. Where the Aggregate Resources Act applies, only processes under the Aggregate Resources Act shall address the depth of extraction of new or existing mineral aggregate operations. When a license for extraction or operation ceases to exist, policy 4.5.2.5 continues to apply.

5. known deposits of mineral aggregate resources and on adjacent lands, development and activities which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:

a) resource use would not be feasible; or

b) the proposed land use or development serves a greater long-term public interest; and

c) issues of public health, public safety and environmental impact are addressed.

An Aggregate Resource Evaluation was submitted as part of the application confirming areas of aggregate resources and concluding that the size of aggregate resources is not considered a significant resource for future extractive operations. The report also concludes the severed lots are beyond a 300 m setback from the active aggregate license across Genesee Creek Road.

The application has been reviewed against the relevant policies of the PPS and is found to be consistent with the PPS.

Growth Plan for Northern Ontario, 2011

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

Municipality of Powassan Official Plan, October 2003

The subject property is designated Rural Area in the 2003 Official Plan on Schedule A and identifies a cold-water stream and areas of Primary Sand and Gravel Resources on Schedule B. The following policies apply to the proposed severances. Excerpts from the Official Plan Schedules are shown in [Figure 3](#) and [Figure 4](#) below.

Figure 3: Official Plan (2003) Land Use Designation

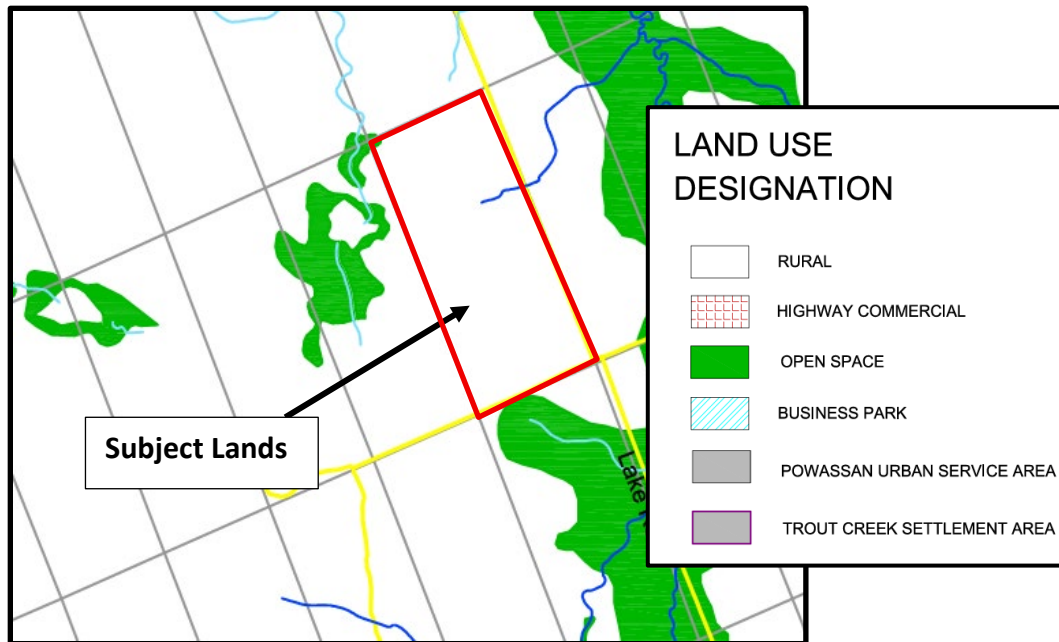
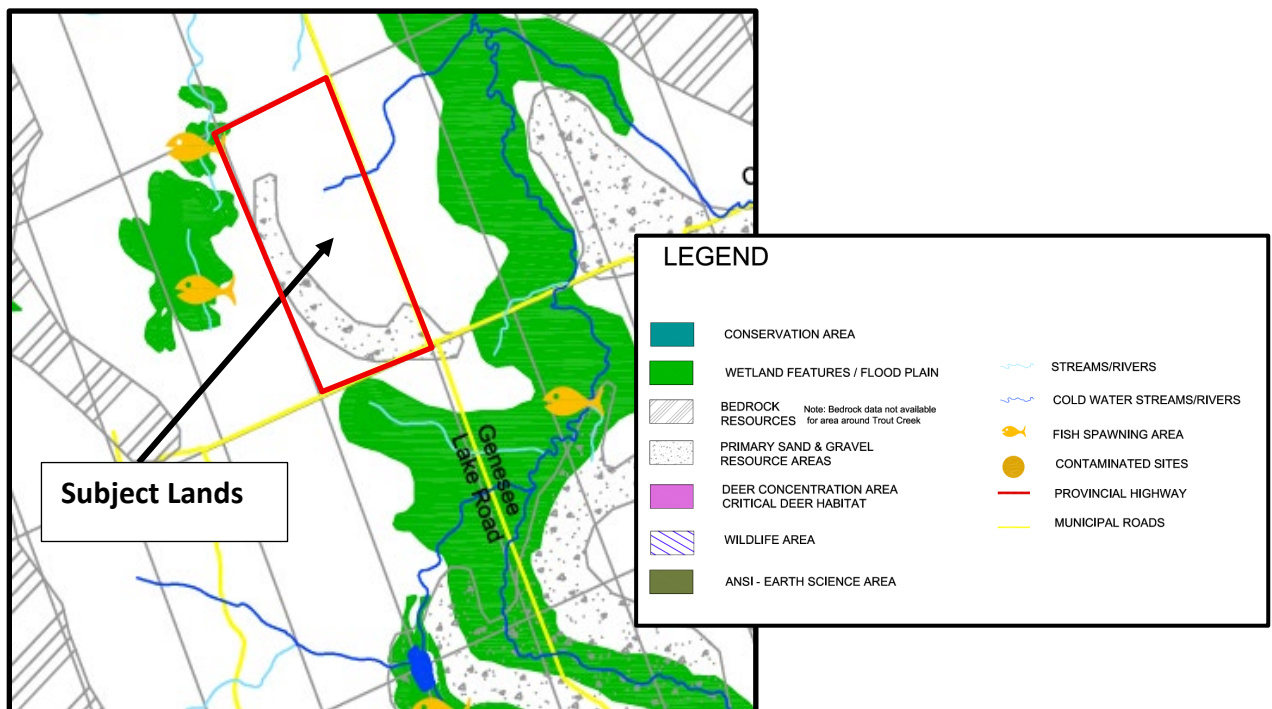


Figure 4: Official Plan (2003) Environmental Features



Section 4.1.1- Aggregate and Mineral Resource Areas do not encourage development and lot creation for uses other than resource extraction, where:

...Development of these areas for purposes other than resource extraction will not be permitted except where it can be demonstrated that the proposed development has a greater long term public interest than the extraction of the resource and will not hinder or preclude the establishment of future extractive activities and issues of public health, public safety and environmental impact are addressed, or that the extraction of the resource is not feasible due to surrounding land uses or other physical or human-made features. Proponents of non-extractive land uses in these areas will be required to provide a justification to the satisfaction of the appropriate approval authority to support alternate land use proposals. Technical reports may be required as part of the justification”

Additionally, Section 4.1.5 is policy relating to existing aggregate operations. New lots should not impact the future expansion potential of those operations and:

...Where the development proposal is for a sensitive land use, including a residence, the development proponent shall demonstrate to the satisfaction of the appropriate approval authority that there will be no adverse effects from noise, odour or other contaminants on the proposed development from the existing mineral resource operation...

As previously stated, the Aggregate Resource Evaluation concludes that the aggregate resources potential is not a significant resource that requires protection and is outside of the 300 m buffer of the active license across Genesee Creek Road.

Section 4.2.2 is policy relating to agricultural uses requiring Minimum Distance Separation from existing livestock operations. MDS calculations were submitted as part of the application and confirming sufficient development area beyond the required setbacks.

Section 4.20 requires a 30 m setback from a cold-water stream. The location of the proposed lots does not include the stream, and any development appears to meet the required setbacks based on a desktop review of the property.

Section 5.7 are Rural Area policies in the Official Plan relevant to the proposed application. Low-density residential uses are permitted uses of Section 5.7.1. The proposed retained and severed lots meet the minimum lot size outlined in Section 5.7.2 for servicing.

Under Section 5.7 Rural Area, limited new lot creation is permitted, provided (Section 5.7.3):

i) New lots developed for residential purposes will be limited as follows:

- a) a maximum of two lots from any parcel of land that existed on January 1, 1996;
or*
- b) infilling where the proposed lot would be located within an area where six or more residential dwellings exist within 400 metres of each other measured along a municipal roadway. When reviewing planning applications submitted in neighboring municipalities the impact of the proposed development on the Municipality of Powassan is the primary consideration.*
- ii) The total number of lots created in Rural area should not exceed 15 per year;*
- iii) New residential lots may only be created on municipal roads-maintained year round in areas where the Municipality and School Boards are presently providing services; and,*
- iv) The density of development in any residential cluster where development is permitted under section 5.7.3 (i)(b) above, shall not be less than 1.0 unit per hectare;*
- v) In addition, new lots may be created for seasonal residential purposes on the lakes in the Municipality subject to satisfying the general development policies in section 4 and the land division policies in Section 8 of this Plan.*

Section 8.0 of the Official Plan refers to the policies of Land Division. The Applications are generally supported by the policies provided they meet the specific criteria of Section 8.1.1:

- ii) the lot size and setback requirements will satisfy specific requirements of this Plan and meet the implementing zoning by-law requirements;*
- vi) the lot size, soil and drainage conditions must allow for an adequate building site and to allow for the provision of an adequate means of sewage disposal and water supply, which meets the requirements of the Building Code. New lots in Rural areas shall have a minimum lot size of 1.0 ha or be in keeping with policy 5.7.3 iv) of this Plan. Smaller lots may be considered subject to the applicant providing a hydrogeological study to the satisfaction of Council demonstrating that the smaller lot is sustainable; and*
- ix) any lot created by severance in the vicinity of livestock operations shall meet the Minimum Distance Separation formulae.*

Section 8.1.3 is specific policy for lot create in Aggregate Areas where:

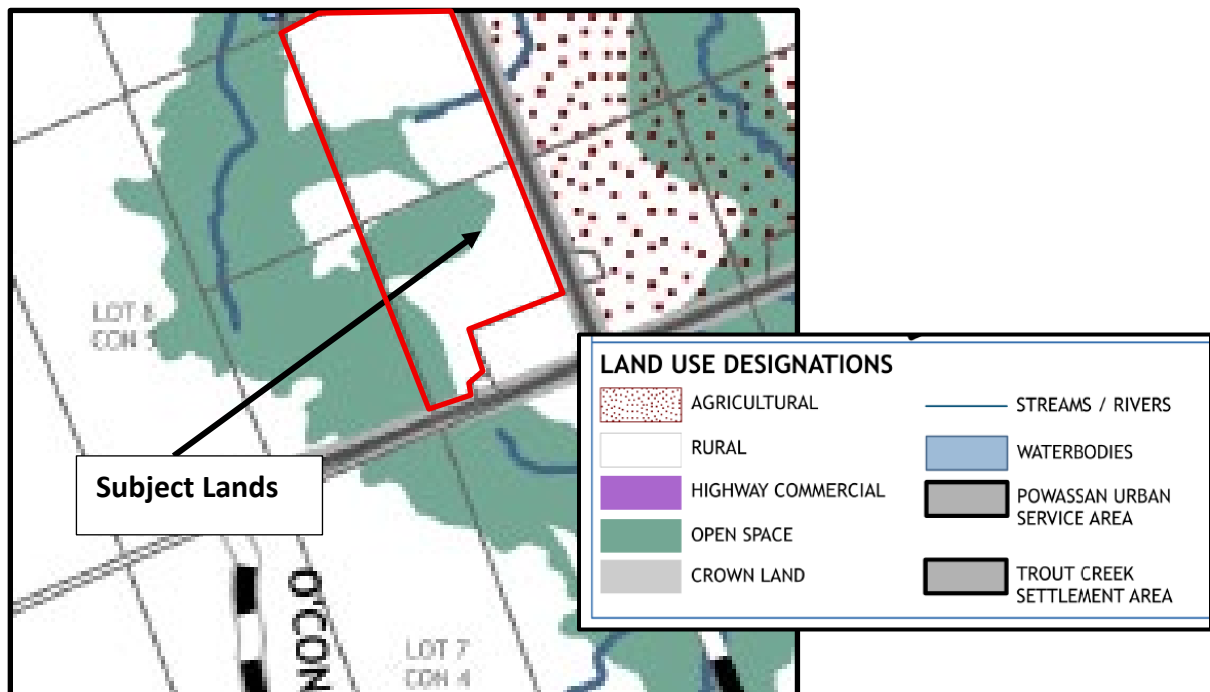
Land division applications proposed for uses other than mineral extraction in and adjacent to areas identified as Bedrock Resources and/or Primary Sand and Gravel Resources shall be in keeping with Section 4.1.1 of this Plan.

The application has been reviewed against the 2003 Official Plan and generally meets the intentions of the Official Plan policies.

Municipality of Powassan Official Plan, August 2025

As the 2025 Official Plan was adopted by Powassan Council and pending approval from the Ministry of Municipal Affairs and Housing (MMAH), the application has been additionally reviewed against the adopted 2025 Official Plan. The subject lands continue to be designated as Rural on Schedule A and portions of the property are now designated as Open Space. Schedule B1 identifies the property as having a cold-water stream and wetlands. Schedule B2 shows the proposed lot creations to be largely within Sand and Gravel Resource Areas. Schedule C shows the existing pit operation across the road, where the new lot creations are within the 300 m influence area. Figures 5 to 8 illustrate the Schedule excerpts. Appendix 1 to the Official Plan now illustrates Wildland Fire Risk, where areas of the proposed lot creation are considered at moderate risk.

Figure 5: Official Plan (2025) Land Use Designation



Section 4.1.1 and Section 4.1.5 continue to apply the same as the 2003 Plan requiring a technical study for the proposed lot creations as the lots are located with aggregate potential and adjacent to an existing operation.

Figure 6: Official Plan (2025) Environmental Features

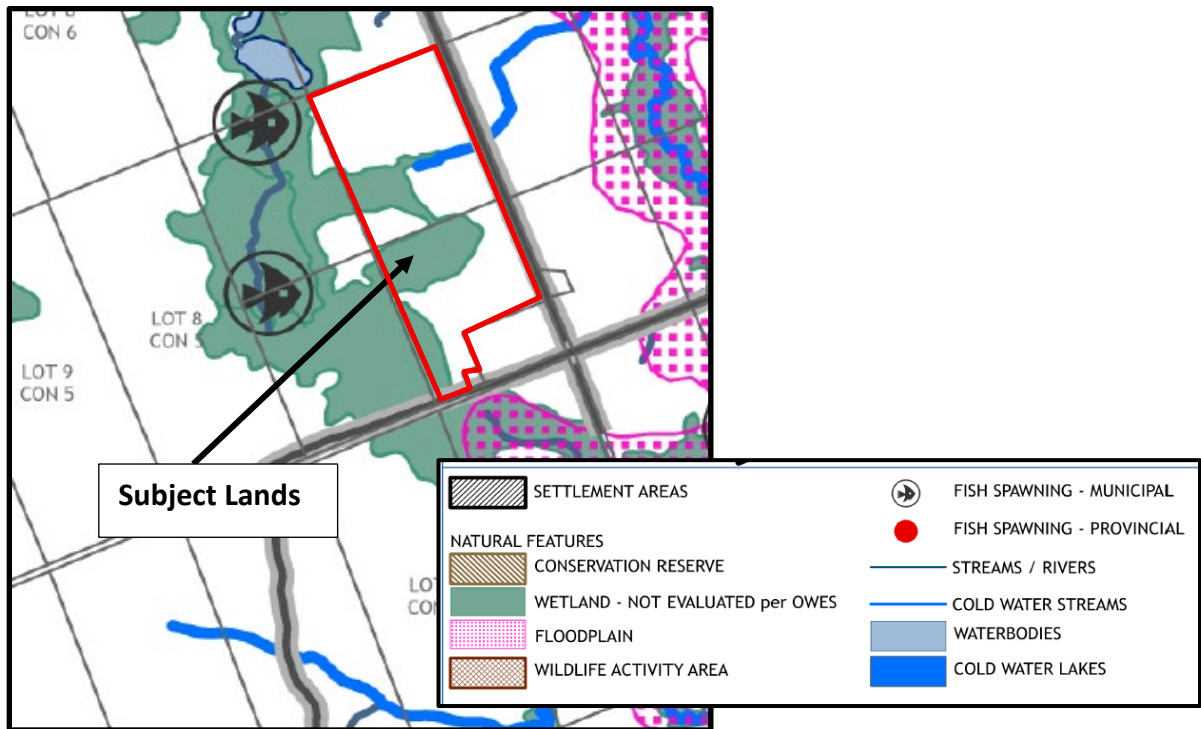


Figure 7: Official Plan (2025) Environmental Features & Resources

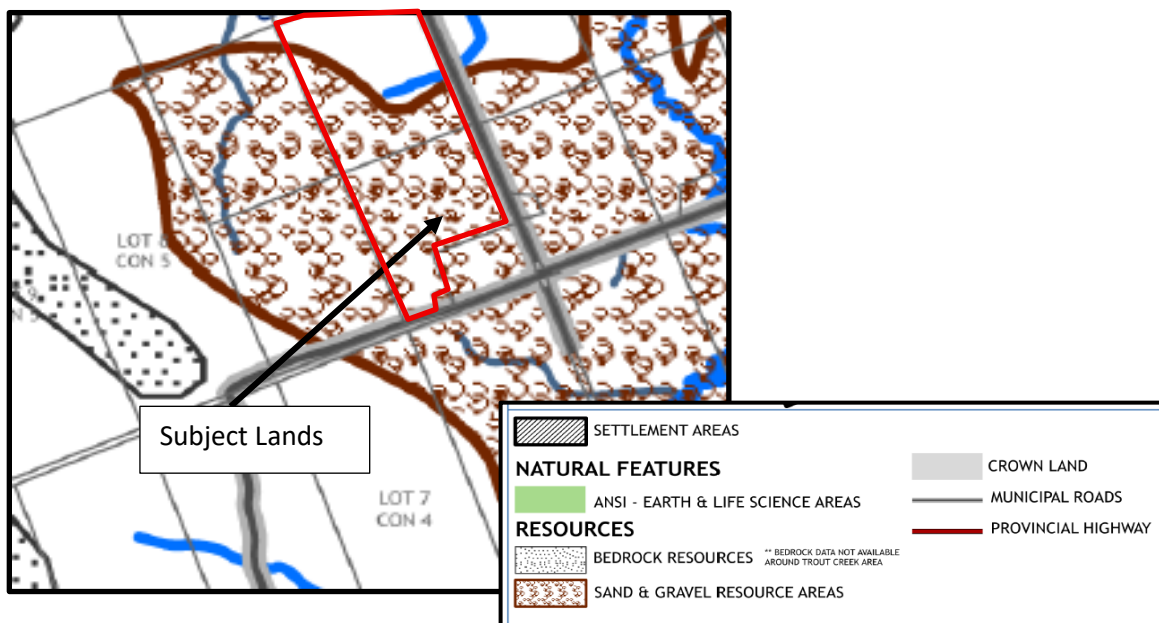
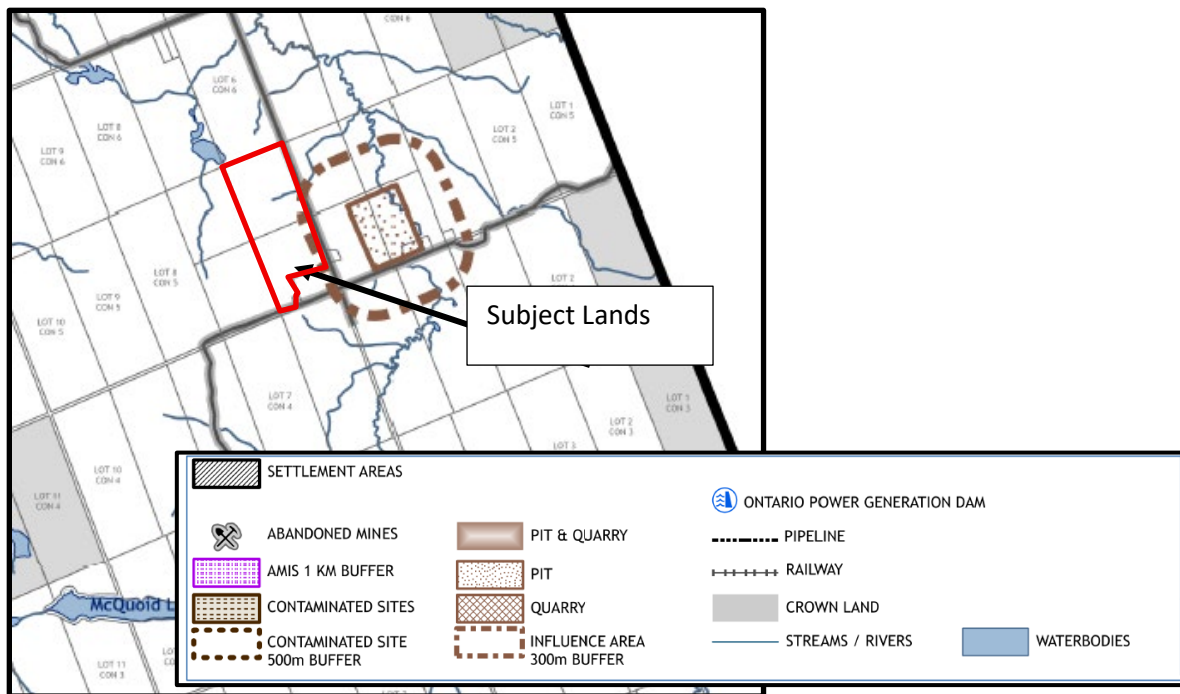


Figure 8: Official Plan (2025) Development Constraints



Updated policy of Section 4.2 – Establishing Influence Areas for Aggregate Extractive Land Uses, is policy that further reinforces the protection of aggregate resources and the requirement of a technical study where:

...Similarly, where new sensitive land uses are proposed within proximity to existing aggregate extractive land uses, technical studies which determine the actual influence area of the aggregate land use will need to be prepared by qualified professionals in keeping with the Ministry of Environment’s D-Series Guidelines on Land Use Compatibility...

Section 4.17.2 is policy relating to Land Use Compatibility requiring justification of the proposed residential uses in proximity to surrounding land uses.

Section 4.27.3 is policy relating to wetlands where an Environmental Impact Study (EIS) is required when:

...development or site alteration is proposed within 120 metres of any Provincially Significant Wetland or within 30.0 metres of any other wetland, as identified on Schedule ‘B1’. Development and site alteration adjacent to wetlands shall only be permitted if it can be demonstrated that it will not result in a negative impact on the wetland.

New policy of the 2025 Official Plan includes policies pertaining to Wildland Fire Risk. The areas proposed for severance are identified as “moderate” and shown on Appendix 1. No mitigation measures would be required as part of the application.

Section 5.8 is the updated policies for Rural Areas where low-density residential uses continue to be permitted, and lot creation would be permitted in the Rural Areas.

Section 8.1.3 – Lot Creation in Aggregate Areas continues to apply and application “shall be in keeping with Section 4.1.1.” Additionally, as part of the property is now considered and designated Open Space where Section 8.1.4 states:

Consents shall not be permitted in areas designated as Open Space or in any area that could be unsafe as a result of naturally occurring or man-made hazards. Notwithstanding, a consent may be granted for the creation of a lot that encompasses lands designated Open Space, provided that there are sufficient lands not designated Open Space for the purpose for which the lot is being proposed.

The application has been reviewed against the 2025 Official Plan as adopted and provided future development occurs outside of the natural heritage features meets the intentions of the policies.

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

The subject lands are considered Rural Zone (RU) in the municipal Zoning By-law No. 2003-38. Severed lot 1 and the retained lot will continue to meet the minimum requirements of a “Column A Use” that require a minimum of 10 ha. Severed lot 2 will meet the minimum requirements of a “Column B Use” requiring a minimum of 1.0 ha or the minimum lot size requirement of a hobby farm that requires a minimum area of 2.0 ha.

Figure 9: Zoning Uses and Regulations

4.4	RURAL (RU) ZONE		
	No person shall within any Rural (RU) Zone use any land, or erect, alter or use any building or structure except in accordance with the following provisions:		
4.4.1	Permitted Uses		
	Column A Uses	Column B Uses	
	i) farm	i) single detached dwelling	
	ii) farm produce sales outlet	ii) duplex dwelling	
	iii) fire hall	iii) semi-detached dwelling	
	iv) hunt camp	iv) bed and breakfast	
	v) kennel	v) home occupation	
	vi) lodge or boarding house	vi) home industry	
	vii) municipal or provincial offices or works garage	vii) hobby farm	
	viii) resource management activities	viii) group home	
	ix) riding school or boarding stables	ix) public park	
	x) an accessory farm dwelling on one lot of at least 30 hectares (75 acres)	x) veterinary hospital	
		xi) observatory	
4.4.2	Regulations for Permitted Uses		
		Column A Uses	Column B Uses
	i) Minimum Lot Area	10 ha	1.0 ha
	ii) Minimum Lot Frontage	135 m	50 m
	iii) Minimum Front Yard	30.0 m	30 m
	iv) Minimum Interior Side Yard	15.0 m	15.0 m
	v) Minimum Exterior Side Yard	15.0 m	15.0 m
	vi) Minimum Rear Yard	15.0 m	15.0 m
	vii) Maximum Lot Coverage	25%	25%
	viii) Maximum Height	10.5 m	10.5 m
	ix) No kennel shall be located within 120 metres (400 ft) of a residential dwelling on another lot.		
	Minimum Lot Area for a hobby farm		2.0 ha

Recommendation

Provided that any future development is appropriately setback from the natural heritage features and floodplains on the subject land, the proposed Consent Application generally meets the intentions of the 2024 Provincial Planning Statement and the Growth Plan for Northern Ontario, would conform to both the current and updated Municipal Official Plans.

It is my recommendation that Council include a condition requiring the applicants to submit a zoning amendment application to rezone the resulting lots to appropriately recognize the existing wetland features and the associated 30 m required setback and that the other standard conditions of consent are met.

Respectfully Submitted,

PLANSCAPE INC.



Ryan Lloyd, MCIP, RPP
 Planning Consultant

Date: May 19, 2026

Moved by:

Seconded by:

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

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

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

_____ Carried

_____ 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					

File # B7/POWASSAN/2026

May 14, 2026

Planning Report: Municipality of Powassan, Consent Application: B7/POWASSAN/2026

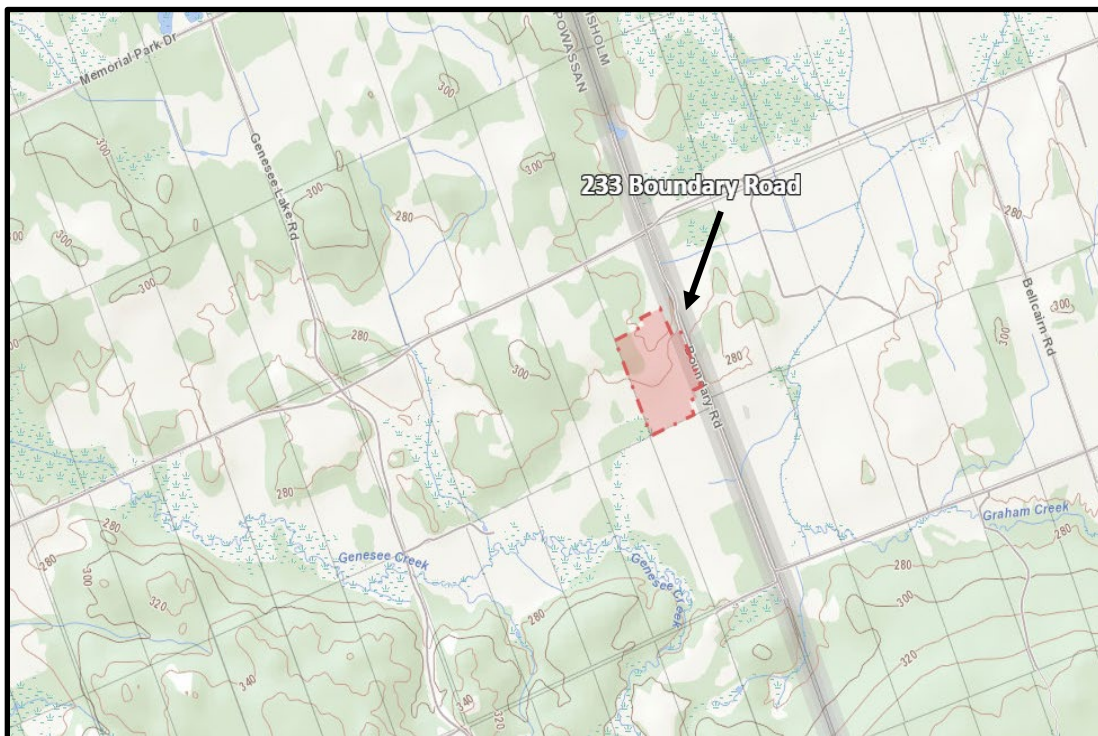
Background

Goodridge Goulet Planning & Surveying Ltd. (Paul Goodridge) has applied for Consent to the North Almaguin Planning Board on behalf of their client Shan Bedard and Rollie Perrault. The Application has been circulated to the Municipality of Powassan for comment. The Application for Consent proposes to create One (1) new rural residential lot and to retain one (1) lot.

Location and Lot Description

The subject lands are legally described as Part of Lot 1, Concession 10 (Himsworth) PIN 52209-0636 (LT), in the Municipality of Powassan, District of Parry Sound. The property is civically known as 233 Boundary Road, Powassan. The location of the subject lands is shown in Figure 1.

Figure 1: Location Map



The application indicates the subject property is used for an equestrian facility that includes a horse stable, riding arena, a dwelling and residential apartment. All existing buildings and structures will remain on the retained lot. The proposed severed lot is currently vacant and proposed for future rural residential uses. A desktop review shows that the property is mainly open fields with a vegetated area in the northwest corner of the property.

No detached dwelling is indicated on the submitted sketch, but there is an attached dwelling unit to the riding arena confirmed by the applicant and permitted by building permit #14-56. A detached garage is also located on what is the proposed retained lot.

Proposal Description

The subject property is approximately 19.7 ha in size (\pm 48.6 ac), with approximately 317.6.0 m (\pm 1042 ft) of frontage on Boundary Road. The proposed severed lot would have an area of approximately 1.25 ha (\pm 3.1 ac) and 131.5 m (\pm 432 ft) of frontage on Boundary Road. The retained lot would maintain approximately 18.4 ha (\pm 45.5 ac) and a total split frontage of approximately 186.1 m (\pm 620 ft) on Boundary Road (the severed portion bisects the retained lot). Figure 2 provides a site sketch of the proposal.

The current (2003) Municipality of Powassan Official Plan was recently reviewed, updated and Council adopted it on September 16, 2025. The Consent Application has been submitted under the current (2003) Official Plan. The subject property is designated as Rural on Schedule A of the Official Plan. The property is zoned Rural (RU) in the Zoning By-law.

The Minimum Distance Separation (MDS) formulae apply to this application. Two MDS reports have been submitted as part of the application review.

Policy Analysis

Provincial Planning Statement (PPS), 2024

The subject property is within the Rural Area and on Rural Lands according to the PPS. The relevant policies have been provided.

Lot creation in the Rural Lands is permitted and Section 2.6.1 states:

c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services...

The following policies also apply:

2.6.2. Development that can be sustained by rural service levels should be promoted.

2.6.3. Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the uneconomical expansion of this infrastructure.

2.6.4. Planning authorities should support a diversified rural economy by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.

2.6.5. New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.

The applicant has provided MDS calculations that identify a viable building envelope on the severed lot.

Section 4.1 of the PPS refers to Natural Heritage policies where “*Natural features and areas shall be protected for the long term.*” The small unevaluated wetland will remain on the retained lot well outside the property’s existing development and outside of the boundaries of the severed lot.

The application has been reviewed against the relevant policies of the PPS and using the Municipality of Powassan’s current Official Plan (2003), the lot creation complies with the PPS.

Growth Plan for Northern Ontario, 2011

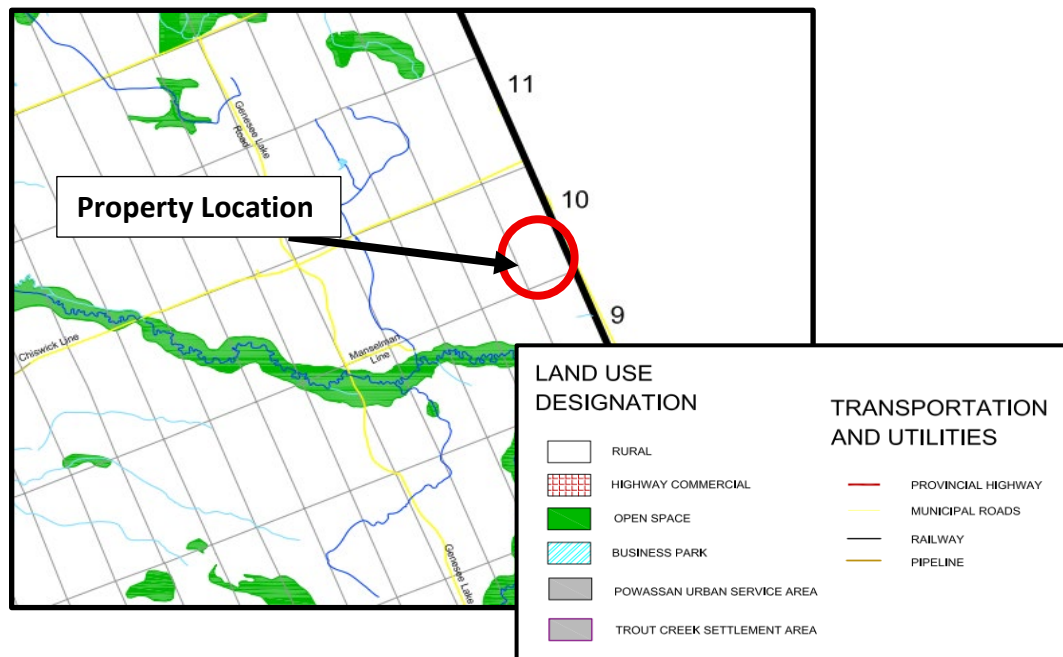
The Municipality of Powassan is located within the Growth Plan for Northern Ontario Area and thus decisions are required to conform with this Plan. The purpose and guiding principles of the plan provide a 25-year vision of growth for the northern economy, people, communities, infrastructure, environment,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

Municipality of Powassan Official Plan, October 2003

It is appropriate to understand the context of the 2025 Official Plan polices when evaluating the application. The adopted Official Plan (2025) identifies the property as Agricultural Area on Schedule A. Schedule B shows a small portion of unevaluated wetland in the southwest corner of the lot. The newly adopted Official Plan identification of the property within the Agricultural Area would prohibit creating a lot.

The subject property is designated Rural Area in the 2003 Official Plan on Schedule A, shown in [Figure 3](#). During the pre-consultation meeting, neighbouring farming operations were identified and required MDS calculations, no other property constraints are illustrated on Official Plan mapping. The following policies apply to the proposed severance.

Figure 3: Official Plan (2003) – Schedule A



Section 5.7.2 states the following for new lots in the Rural Area:

New residential lots will be of a size which is appropriate to sustain private sewage and water systems which will have no on- or off-site impacts. To determine the appropriate size for development lots, hydrogeological investigations may be necessary to demonstrate the appropriateness of the development proposal. Outside of existing residential clusters, hydrogeological investigations will be required for new lots which are proposed to be smaller than 1 hectare.

The proposed new lot is larger than the minimum required 1.0 ha area. Additionally, the application includes comments from the North Bay Mattawa Conservation Authority (NBMCA) confirming the proposed lot can accommodate an on-site sewage system.

Section 5.7.3 of the Plan specifically speaks to new lot creation where:

- i) New lots developed for residential purposes will be limited as follows:
 - a) a maximum of two lots from any parcel of land that existed on January 1, 1996;*
 - or*
 - b) infilling where the proposed lot would be located within an area where six or more residential dwellings exist within 400 metres of each other measured along a municipal roadway.**
- ii) The total number of lots created in Rural area should not exceed 15 per year;*
- iii) New residential lots may only be created on municipal roads maintained year round in areas where the Municipality and School Boards are presently providing services; and,*
- iv) The density of development in any residential cluster where development is permitted under section 5.7.3 (i)(b) above, shall not be less than 1.0 unit per hectare*
- v) In addition, new lots may be created for seasonal residential purposes on the lakes in the Municipality subject to satisfying the general development policies in section 4 and the land division policies in Section 8 of this Plan.*

The submitted severance sketch illustrates the original parcel showing approximately six (6) lots have been created from the original parcel of land. Through communication with the applicant's agent, it was confirmed that five (5) previous lots were created prior to 1996 and that the sixth lot was created in 2009. The proposed lot would be the second new lot created since 1996.

The application has been reviewed against the 2003 Official Plan and generally meets the intentions of the Official Plan policies.

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

The proposed severed lot is within the Rural Zone (RU) in the municipal Zoning By-law No. 2003-38. The proposed new lot is identified for future residential uses and would need to meet the minimum provisions of a "Column B Use", shown in [Figure 4](#). The proposed severed lot will have a lot size of 1.25 ha and a proposed frontage of 131.5 m, meeting the required provisions of Column B. The retained lot will maintain an area of 18.4 ha and a split frontage along Boundary Road of 67.4 m and 118.7 m. The Zoning By-law does not specifically prohibit split frontage.

Figure 4: Zoning Uses and Regulations

4.4	RURAL (RU) ZONE		
	No person shall within any Rural (RU) Zone use any land, or erect, alter or use any building or structure except in accordance with the following provisions:		
4.4.1	Permitted Uses		
	Column A Uses	Column B Uses	
	i) farm	i) single detached dwelling	
	ii) farm produce sales outlet	ii) duplex dwelling	
	iii) fire hall	iii) semi-detached dwelling	
	iv) hunt camp	iv) bed and breakfast	
	v) kennel	v) home occupation	
	vi) lodge or boarding house	vi) home industry	
	vii) municipal or provincial offices or works garage	vii) hobby farm	
	viii) resource management activities	viii) group home	
	ix) riding school or boarding stables	ix) public park	
	x) an accessory farm dwelling on one lot of at least 30 hectares (75 acres)	x) veterinary hospital	
		xi) observatory	
4.4.2	Regulations for Permitted Uses	Column A Uses	Column B Uses
	i) Minimum Lot Area	10 ha	1.0 ha
	ii) Minimum Lot Frontage	135 m	50 m
	iii) Minimum Front Yard	30.0 m	30 m
	iv) Minimum Interior Side Yard	15.0 m	15.0 m
	v) Minimum Exterior Side Yard	15.0 m	15.0 m
	vi) Minimum Rear Yard	15.0 m	15.0 m
	vii) Maximum Lot Coverage	25%	25%
	viii) Maximum Height	10.5 m	10.5 m
	ix) No kennel shall be located within 120 metres (400 ft) of a residential dwelling on another lot.		
	Minimum Lot Area for a hobby farm		2.0 ha

The submitted application indicates the current building, and structures include “horse stables with attached riding arena, residential apartment & dwelling” with dates “unknown.” The submitted site sketch does not show an existing dwelling and illustrates a residential apartment in the horse stables and attached riding arena. The property also has a detached garage. The detached garage can be considered an accessory building to the horse stables and attached riding arena.

Section 3.26 of the Zoning By-law “Restrictions on Dwelling Units in Non-Residential Buildings” states:

Notwithstanding any other provision of this By-law to the contrary, no dwelling unit shall be located within a portion of a non-residential building.

The attached dwelling unit was permitted by building permit #14-56. The application has been reviewed and complies with the applicable zoning standards.

Recommendation

The application is consistent with the PPS and Growth Plan for Northern Ontario. The application conforms to the policies of the in force 2003 Official Plan and therefore may be approved with standard conditions of consent.

Respectfully Submitted,

PLANSCAPE INC.



Ryan Lloyd MCIP, RPP
Planning Consultant



Resolution no. 2026 - _____

Date: May 19, 2026

Moved by:

Seconded by:

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

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

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

Carried

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					



Resolution no. 2026 - _____

Date: May 19, 2026

Moved by:

Seconded by:

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

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

_____ Carried _____ 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					

Date: May 19, 2026

Moved by:

Seconded by:

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

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

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

 Carried 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					

Ministry of the Environment,
Conservation and Parks

Ministère de l'Environnement,
de la Protection de la nature et des
Parcs



Office of the Minister

Bureau du ministre

777 Bay Street, 5th Floor
Toronto ON M7A 2J3
Tel.: 416 314-6790

777, rue Bay, 5^e étage
Toronto ON M7A 2J3
Tél. : 416 314-6790

357-2026-1281

May 1, 2026

TO: Conservation Authorities Chairs, GMs/CAOs, and municipalities

SUBJECT: Minister's direction under section 1.14 of the *Conservation Authorities Act*
(re: temporary restrictions)

I am writing with regards to the transition of Ontario's conservation authority system to a consolidated regional model. The *Plan to Protect Ontario Act* (Budget Measures), 2026 received Royal Assent on April 24, 2026 and pursuant to my authority under section 1.14 of the *Conservation Authorities Act* (CAA), I am issuing a direction to conservation authorities – please see attached to this letter as Attachment A (the "Direction").

The intention of this Direction, which is effective from May 1, 2026 to the transition date under the CAA (i.e., February 1, 2027 or such later date as may be prescribed by the regulations), is to apply temporary restrictions on significant financial, asset or employment decisions to mitigate risk and ensure a stable transition to the new regional structure.

This Direction applies to certain conservation authority decisions related to: governance, organizational or staffing changes; the acquisition and disposition of lands; significant capital transactions; and the provision or acquisition of goods or services. For the decisions specified in this Direction, conservation authorities will be required to seek authorization from the chief executive officer of the Ontario Provincial Conservation Agency (or the Chief Conservation Executive of the Ministry of the Environment, Conservation and Parks if the chief executive officer has not yet been appointed), before the authority can make the decision. This Direction applies to all current conservation authorities, as listed in Appendix A to the attachment. Further guidance on the process to obtain authorization is set out in Appendix B to the attachment. The CAA provides that if an authority makes a decision in contravention of a direction issued under clause 1.14 (1) (a), the authority's decision has no effect and any agreement that the authority enters into that is in contravention of the direction is void.

Page 2.

These measures are not intended to interfere with the regular day-to-day business and operations of conservation authorities. If you are contemplating whether or not this Direction applies to a conservation authority decision under consideration, if you have any questions regarding this Direction, or if you are looking to request authorization for a conservation authority decision that may be covered under this Direction, please contact the Chief Conservation Executive at CCEO@ontario.ca and copy the Conservation Authorities Section at the Ministry of the Environment, Conservation and Parks at ca.office@ontario.ca.

Continuity for communities is a core principle of this transition. These time-limited measures are intended to ensure there aren't any service disruptions during transition and to ensure that the transition to consolidation is smooth and successful with minimal disruptions to conservation authorities' governance, programs and services. Thank you for your continued leadership and collaboration as we work to improve the conservation authority system in Ontario.

Sincerely,

A handwritten signature in blue ink, appearing to read "Todd McCarthy", with a long, sweeping underline.

Todd McCarthy
Minister of the Environment, Conservation and Parks

Enclosures

c: The Honorable Rob Flack, Minister of Municipal Affairs and Housing

Attachment A

Minister's Direction Issued Pursuant to Section 1.14 of the *Conservation Authorities Act* (this "Direction")

Section 1.14 of the Conservation Authorities Act provides the Minister of the Environment, Conservation and Parks with the authority to issue a direction to a conservation authority in relation to various matters for the purpose of facilitating the transition to a regional watershed-based framework for conservation authorities. The types of directions that can be issued by the Minister are set out in clauses 1.14 (1) (a) to (d):

- (a) prohibiting the authority from making a decision in relation to its exercise of any of its powers under this Act or any other Act in the circumstances specified in the direction and subject to any specified conditions;
- (b) requiring the authority to give notice, in accordance with the direction, of a decision that it has made;
- (c) requiring the authority to send notices under subsection 25 (2), 27 (3) or 27.2 (3) by the date specified in the direction;
- (d) governing budgetary and apportionment matters relating to the authority that are otherwise addressed in a regulation made under clause 40 (1) (c), (e) or (f) or clause 40 (3) (k).

Section 1.14 further provides that an authority that receives such a direction shall comply with the direction within the time specified in the direction.

If an authority makes decision in contravention of a direction issued under clause 1.14 (1) (a), the authority's decision has no effect and any agreement that the authority enters into that is in contravention of the direction is void.

Pursuant to the authority of the Minister of the Environment, Conservation and Parks under clauses 1.14 (1) (a) and (b), the conservation authorities set out under Appendix "A" to this Direction (the "**authorities**" or each, an "**authority**") are hereby directed as follows:

Decisions prohibited unless authorization obtained (direction issued under clause 1.14 (1) (a))

1. Commencing on the Effective Date and until the transition date, an authority is prohibited from making a decision to do any of the following unless the authority obtains written authorization from the chief executive officer of the Ontario Provincial Conservation Agency ("OPCA CEO") in accordance with the conditions set out in paragraph 4:

- i. Amending an authority's by-laws made under section 19.1 of the CAA, unless the amendment is administrative in nature and does not affect the substance or legal effect of the by-law (e.g. updating references, dates, and terminology; name or title changes; and making obvious corrections where the intended meaning is clear).
- ii. Any of the following related to employment:
 - a. Terminating the employment of a permanent or temporary employee who serves in a senior leadership position, including the authority's chief administrative officer or general manager, its secretary treasurer, and any departmental directors if applicable.
 - b. Filling a vacancy for (i.e. temporarily or permanently) or making any changes to the terms and conditions of employment for any senior leadership position as referred to in sub-subparagraph a.
 - c. Terminating the employment of any employee who serves in a leadership position related to or who are essential to the provision of the following mandatory programs and services described in the following provisions of O. Reg. 686/21 made under the CAA: flood forecasting and warning (section 2), ice management (section 4), infrastructure (section 5), plan reviews (sections 6 and 7) and the administration and enforcement of Parts VI and VII of the CAA (section 8).
 - d. Increasing the total number of employees of the authority unless the increase was already included in the authority's approved final budget for the 2026 calendar year.
- iii. Changing the organizational structure of the employees of the authority, including creating, merging, or eliminating departments.
- iv. Acquiring, by purchase, lease or otherwise, any land or to sell, lease or otherwise dispose of any land owned by the authority.
- v. Acquiring services from a person or body where:
 - a. the duration of the provision of the service exceeds 2 years in length,
or
 - b. the total cost of the service exceeds the lesser of \$500,000 and 5% of the authority's operating expenses, as reported in the authority's most recent audited financial statement.

This does not include a decision to renew or extend an agreement for a service that a person or body was providing to the authority prior to the Effective Date.

- vi. Providing a service to a person or body where:
 - a. the duration of the provision of the service exceeds 2 years in length,
or
 - b. the total amount to be charged for the service exceeds the lesser of \$500,000 and 5% of the authority's revenues, as reported in the authority's most recent audited financial statement.

This does not include a decision to, renew or extend an agreement for a service that the authority was providing to the person or body prior to the Effective Date.

- vii. Incurring a capital cost in connection with a project or purchasing, leasing or otherwise acquiring personal property, including materials, equipment and vehicles, where:
 - a. in the case of a lease, the duration of the term of the lease exceeds 2 years in length,
or
 - b. the total amount of the capital cost or purchase, lease or other acquisition would exceed the lesser of \$500,000 and 5% of the authority's tangible capital assets, as reported in the authority's most recent audited financial statement.

This direction does not apply if the capital cost or acquisition is contemplated for a particular program or service identified in the authority's approved final budget for the 2026 calendar year and the total capital cost or acquisition amount is within the budgeted amount for the program or service.

- viii. Selling, leasing, or otherwise disposing of or dealing with personal property, including materials, equipment and vehicles, where:
 - a. in the case of the lease, the duration of the term of the lease exceeds 2 years in length,
or
 - b. the total amount of the lease or other disposition or dealing would exceed the lesser of \$500,000 and 5% of the authority's tangible capital assets, as reported in the authority's most recent audited financial statement.

- 2. Despite paragraph 1, sub-paragraphs 1. v to viii do not apply to a decision of an authority that is made for the purpose of alleviating an immediate danger to human life, the health of any persons, or to property.

3. For greater certainty, paragraph 1 does not apply to a decision of an authority to execute an agreement that has the effect of implementing a decision made by the authority before the Effective Date.
4. The following conditions must be satisfied before an authority is authorized to make a decision that is subject to paragraph 1:
 - i. The authority must request authorization from the OPCA CEO to make the decision, in accordance with paragraph 5 of this Direction.
 - ii. The authority must receive written authorization from the OPCA CEO to make the decision. If authorization for the request is granted only in part, the authority must ensure that its decision does not exceed the scope of the authorization.
5. For the purposes of paragraph 4, the authority must request authorization to make a decision that is subject to paragraph 1 by submitting the following information to the OPCA CEO:
 - i. A description of the decision that the authority is seeking authorization to make, including details of the proposed decision and why the proposed decision is a decision that is subject to paragraph 1.
 - ii. A resolution of the authority supporting the proposed decision.
 - iii. An explanation for why authorization should be granted, including any risks associated with deferring the proposed decision until after the transition date.
 - iv. Any information about relevant dates for the proposed decision, including any considerations around urgency or the time-sensitive nature of the proposed decision.
6. The authority must provide any additional information about the request to the OPCA CEO at the OPCA CEO's request.

**Notice of a decision that an authority has made to address an emergency
(direction issued under clause 1.14 (1) (b))**

7. Commencing on the Effective Date and until the transition date, where the authority makes a decision that is not subject to paragraph 1 by reason that the decision is made for the purpose of alleviating an immediate danger to human life, health, or property, the authority must give notice to OPCA CEO within 3 business days after making the decision.
8. The notice mentioned in paragraph 7 must describe the decision that was made and explain how the decision that was made for the purpose of alleviating an immediate danger to human life, the health of any persons, or to property.

General

9. In this Direction, a reference to the OPCA CEO means the Chief Conservation Executive of the Ministry of the Environment, Conservation and Parks, if a chief executive officer of OPCA has not yet been appointed.
10. In this Direction, a reference to an authority's approved final budget for the 2026 calendar year means the authority's final budget for the 2026 calendar year that was approved prior to the Effective Date. For greater certainty, if an authority has not yet approved its final budget for the 2026 calendar year prior to the Effective Date, the authority does not have an approved final budget for the 2026 calendar year for the purposes of this Direction.
11. The authority must ensure that any employee of the authority who is responsible for or involved in making a decision that is subject to this Direction is made aware of this Direction, and the authority must require these employees to take all steps necessary to ensure the authority complies with this Direction.
12. This Direction applies to the conservation authorities listed in Appendix "A" to this Direction.
13. For greater certainty, this Direction also applies to the conservation authorities listed in Appendix "A" to this Direction when such conservation authorities are meeting as a source protection authority under the *Clean Water Act, 2006*.
14. This Direction is effective from May 1, 2026 (the "**Effective Date**") to the transition date, within the meaning of the *Conservation Authorities Act* (i.e., February 1, 2027 or such later date as may be prescribed by the regulations).
15. This Direction may be amended in writing from time to time at the sole discretion of the Minister.



Todd McCarthy
Minister of the Environment, Conservation and Parks
May 1, 2026

Appendix A

LIST OF CONSERVATION AUTHORITIES TO WHICH THE DIRECTION APPLIES

Ausable Bayfield CA	Lower Trent Region CA
Cataraqui Region CA	Maitland Valley CA
Catfish Creek CA	Mattagami Region CA
Central Lake Ontario CA	Mississippi Valley CA
Credit Valley CA	Niagara Peninsula CA
Crowe Valley CA	Nickel District CA
Essex Region CA	North Bay-Mattawa CA
Ganaraska Region CA	Nottawasaga Valley CA
Grand River CA	Otonabee Region CA
Grey Sauble CA	Quinte Region CA
Halton Region CA	Raisin Region CA
Hamilton Region CA	Rideau Valley CA
Kawartha Region CA	Saugeen Valley CA
Kettle Creek CA	Sault Ste. Marie Region CA
Lake Simcoe Region CA	South Nation River CA
Lakehead Region CA	St. Clair Region CA
Long Point Region CA	Toronto and Region CA
Lower Thames Valley CA	Upper Thames River CA

Appendix B

GUIDANCE DOCUMENT FOR THE MINISTER'S DIRECTION ISSUED UNDER SECTION 1.14 OF THE CAA

The following sets out additional information and guidance for authorities in relation to the Minister's Direction issued May 1, 2026 under s. 1.14 of the CAA.

The ministry strongly encourages conservation authorities to contact the Ontario Provincial Conservation Agency (OPCA) at CCEO@ontario.ca if an authority is uncertain about the scope, application or requirements of this direction. OPCA can help clarify whether a proposed decision is subject to this Direction and how the authority can ensure it complies with this Direction.

As paragraph 11 of the Direction provides, if any decisions covered by the Direction are made by employees of the authority, the authority has the obligation to ensure that their employees are aware of this Direction and that the authority seeks prior authorization in accordance with the Direction before the decision is made.

The CAA provides that, if an authority makes a decision in contravention of a direction issued under clause 1.14 (1) (a), the authority's decision has no effect and any agreement that the authority enters into that is in contravention of the direction is void.

Request and OPCA CEO Decision Process

Making a Request

After a conservation authority determines that a proposed decision requires authorization from the OPCA CEO, the authority may make a request for authorization via email to CCEO@ontario.ca containing the following required information:

- A description of the decision that the authority is seeking authorization to make, including details of the proposed decision and why the proposed decision is a decision that is subject to paragraph 1 of the Direction.
- A resolution of the authority supporting the proposed decision.
- An explanation for why authorization should be granted, including any risks associated with deferring the proposed decision until after the transition date.
- Any information about relevant dates for the proposed decision, including any considerations around urgency or the time-sensitive nature of the proposed decision.

Any notices of decisions required to be given to OPCA CEO under paragraph 7 of the Direction should also be sent via email to CCEO@ontario.ca.

Confirmation of Receipt

Once the OPCA (or Office of the Chief Conservation Executive (OCCE) if the OPCA CEO has not yet been appointed), receives a request from the authority that includes the required information, the authority will be notified by OPCA that the request has been received and the timeline for a decision. The OPCA will also inform the Ministry's Conservation Authorities Section (CAS) (via ca.office@ontario.ca) that a request for written authorization has been received. In addition, if the authority provides notice under paragraph 7 of the Direction of a decision made for the purpose of alleviating an immediate danger to human life, health, or property, the OPCA will inform the CAS.

If, upon review by the OPCA CEO, it is determined that a decision is not subject to the requirement for prior written authorization, the authority will be notified as soon as possible that the decision is not subject to this Direction.

Consideration of Request

The OPCA CEO will endeavour to make a decision on the request in a timely manner and not more than 30 calendar days from the day of receiving the request that is accompanied with the required information. Where the complexity of the request or the need for additional information necessitates, written notice will be provided to the authority by the OPCA of any additional time needed to issue a decision.

The OPCA CEO may consult on an authority's request with the relevant transition committee and project executive that has been appointed by OPCA for that authority. . The OPCA CEO may also require the authority to provide additional information if needed to support their consideration of the request.

Decision

The OPCA CEO may make the following types of decisions on a request for written authorization:

- Grant authorization to the authority to proceed with making the decision that was the subject of the request, in whole or in part (i.e., authorize the authority to proceed in a more limited manner than what was requested).
- Deny authorization, including in circumstances where, in the opinion of the OPCA CEO, the decision would not be in the best interest of the future regional conservation authority, or it would be more appropriate to defer the decision to the future regional conservation authority.

The decision of the OPCA CEO on the request will be given in writing to the authority and will include a rationale for the decision if the decision is to deny authorization or only grant authorization in part. The Ministry's CAS will also be notified of the OPCA CEO's decision.

Where an authority's proposed decision is authorized by the OPCA CEO, or where the proposed decision has been authorized but only in part, this in no way compels the authority to proceed with the decision. In all cases, the authority retains the sole power to determine whether to proceed with any decision that has been authorized by the OPCA CEO.

Reconsideration

There is no process for reconsideration of an OPCA CEO decision on a request for authorization under the Direction.

An authority whose request for authorization is denied or granted only in part may request authorization again in accordance with the Direction at a later date if the circumstances have changed and the authority believes that these changes in circumstances would support the granting of authorization.

May 2026

June 2026

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

May 2026

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

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