

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2026-20

Being a Bylaw to Licence Trailers in The Municipality of Powassan

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

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

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

SECTION 1 – TITLE AND APPLICATION

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

SECTION 2 – DEFINITIONS

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

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

SECTION 3 – LICENCE AND REGULATIONS

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

SECTION 4 – LICENCE APPLICATION AND FEES

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

SECTION 5 – ADMINISTRATION AND ENFORCEMENT

- 5.1 The administration and enforcement of this Bylaw is delegated to the Clerk, Treasurer, the Chief Building Official and the Bylaw Officer for the Municipality of Powassan. The Clerk shall have the authority to issue permits under this Bylaw; notwithstanding the foregoing, the clerk, in his/her discretion, may refer applications to Council.
- 5.2 Any Person who contravenes any provision(s) of this Bylaw is guilty of an offence and upon conviction is liable to a fine as provided for in the Provincial Offences Act.
- 5.3 Each day that a contravention of this Bylaw continues may constitute a separate offence.
- 5.4 Every person who provides false information in any application for a licence under this Bylaw or in an application for a renewal of licence is guilty of an offence.
- 5.5 Where a conviction is entered under this section, in addition to any other remedy or any penalty provided, the court in which the conviction was entered, and any court of competent jurisdiction, thereafter, may make an order prohibiting the continuation or repetition of the offence by the person convicted.

- 5.6 If the Municipality is satisfied that a contravention of this Bylaw has occurred, the Bylaw Officer may make an order requiring the person who contravened this Bylaw or who caused or permitted the contravention or the owner or occupier of the trailer to discontinue the contravening activity.
- 5.7 Any person who fails to comply with an order made under subsection 5.6 is guilty of an offence.
- 5.8 Every contravention of this Bylaw may be restrained by application at the instance of a taxpayer or of the Municipality in accordance with the provisions of the *Municipal Act*, 2001.
- 5.9 A Municipal employee, staff person, agent or contractor hired by the Municipality, accompanied by any person under his or her direction, may enter onto any land that is used or believed to be used in contravention of this Bylaw for the purposes set out in subsection 436 (1) of the *Municipal Act*, 2001 and shall have all powers of inspection set out in subsection 436 (2) of the Act.
- 5.10 Any trailers used, maintained or located in contravention of this Bylaw shall be removed from the lot, at the expense of the owner of the lot. Failure to remove any trailers from a lot within the time prescribed by the Bylaw Officer may result in the removal of said trailer by the Municipality, at the expense of the owner of the lot.

SECTION 6 – REPEAL, VALIDITY AND EFFECTIVE DATE

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

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



Mayor



Clerk

BYLAW 2026-20

SCHEDULE "A"

APPLICATION FOR TRAILER LICENCE

(Complete and attach all information prior to submitting)

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

1. Applicant Information

Name: _____

Mailing Address: _____

Phone Number: _____

*Email: _____

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

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

2. Property Information

Property Owner: _____

Civic Address: _____

*Roll Number: _____

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

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

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

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

3. Trailer Information

Make & Model: _____

Serial Number or VIN: _____

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

4. Licence Requested

Annual

Seasonal

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

(Circle Applicable Number)

5. Services Information

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

Yes

No

If yes, please provide the following:

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

Will a grey water pit be utilized?

Yes

No

Will the site be serviced with an outhouse?

Yes

No

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

Will the trailer be directly connected to electrical services?

Yes

No

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

6. Required Submissions

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

Proof of Property Ownership – as required under section 2

Pictures - as required under section 3 above.

Permits/Approvals referenced in section 5 above if applicable.

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

8. Methods of payment (Canadian funds only):

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

Applicant Signature and Date:

Property Owner Signature and Date:

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

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SCHEDULE "B"

Municipality of Powassan

Part I Provincial Offences Act

Bylaw 2026-20: 'Trailer Licence' Bylaw

ITEM	COLUMN 1 Short form wording	COLUMN 2 Provision creating or defining offence	COLUMN 3 Set Fine
1.	Permit person to locate trailer on 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 Bylaw	s. 4.6, 5.9	\$300.00

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

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SCHEDULE "C"

Licence Fees:

\$600.00 for Seasonal

\$750.00 for Annual