



## AGENDA

Regular Council Meeting  
Tuesday, January 6, 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 December 9, 2025

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

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

9.1 District of Parry Sound Social Services Administration Board – CAO's Report December 2025  
9.2 The Golden Sunshine Municipal Non-Profit Housing Corporation – Minutes of November 18, 2025  
9.3 North Almaguin Planning Board, Councillor Britton – Report on 2025 Northeast Planning Workshop, November 13 & 14, 2025 (Verbal)

**10. STAFF REPORTS**

10.1 Deputy Clerk, K. Bester – Fire Protection Grant  
10.2 Deputy Clerk, K. Bester – Ontario Trillium Foundation, Seed Grant  
10.3 Deputy Clerk, K. Bester – Ministry of Seniors and Accessibility, Enhancing Spaces for Everyone (EASE) Funding  
10.4 Clerk, A. Quinn – Powassan and District Union Public Library Agreement Extension

**11. BYLAWS**

- 11.1 Bylaw 2025-21 – To adopt Minimum Maintenance Standards for Municipal Highways
- 11.2 Bylaw 2026-01 – Rating Bylaw to impose annual drainage rates under the *Tile Drainage Act*
- 11.3 Bylaw 2026-02 – Temporary Borrowing for 2026
- 11.4 Bylaw 2026-03 – Interim Tax Levy for 2026

**12. UNFINISHED BUSINESS**

- 12.1 Dillon Consulting – *Draft* Capacity Assessment Report

**13. NEW BUSINESS**

- 13.1 Ontario Provincial Police – 2026 Annual Billing Statement package
- 13.2 Ministry of Emergency Preparedness and Response - Emergency Management Modernization Act
- 13.3 North Bay Mattawa Conservation Authority – *Draft* 2026 Budget

**14. CORRESPONDENCE**

**15. ADDENDUM**

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

**17. CLOSED SESSION**

**18. MOTION TO ADJOURN**

**Regular Council Meeting**  
**Tuesday, December 9, 2025, at 6:30 pm**  
**Powassan Council Chambers – Trout Creek Community Centre**

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

**Staff:** Allison Quinn, Clerk  
Treavor Keefe, Manager of Operations

**Absent,**  
**With Regrets:** Randy Hall, Councillor

**Presentations:** None.

**Disclosure of Monetary Interest and General Nature Thereof:** None.

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<b>2025-346</b>	Moved by: L. Patey	Seconded by: M. Wand	
	That the agenda of the Regular Council Meeting of December 9, 2025, be approved.		<b>Carried</b>
<b>2025-347</b>	Moved by: M. Wand	Seconded by: L. Patey	
	That the minutes of the Regular Meeting of Council of November 18, 2025, be adopted.		<b>Carried</b>
<b>2025-348</b>	Moved by: L. Patey	Seconded by: M. Wand	
	That the minutes from the Golden Sunshine Municipal Non-Profit Housing Corporation committee meeting of September 16, 2025, be received.		<b>Carried</b>
<b>2025-349</b>	Moved by: M. Wand	Seconded by: L. Patey	
	That the minutes from Clerk, A. Quinn regarding the Renewal Agreement for Integrity Commissioner Services be received; and,		
	FURTHER that staff be directed to execute the Agreement.		<b>Carried</b>
<b>2025-350</b>	Moved by: L. Patey	Seconded by: M. Wand	
	That the memo from Manager of Operations, T. Keefe, regarding the Clark Street Pavement Review Update be received, for information purposes.		<b>Carried</b>
<b>2025-351</b>	Moved by: M. Wand	Seconded by: L. Patey	
	That the memo from Clerk, A. Quinn, regarding the draft Powassan and District Union Public Library Agreement be received, for information purposes.		<b>Carried</b>
<b>2025-352</b>	Moved by: L. Patey	Seconded by: M. Wand	
	That the memo from Manager of Operation, T. Keefe, regarding the Hummel Bridge Update be received, for information purposes.		<b>Carried</b>

2025-353

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

That the memo from Clerk, A. Quinn regarding municipal office hours and closures during the 2025 holiday season, be received; and,

FURTHER that the municipal office will be closed as set out in the memo.

**Carried**

2025-354

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

That Bylaw 2025-21, being a Bylaw to Adopt Minimum Maintenance Standards for Municipal Highways for the Municipality of Powassan,

Be **READ** a **FIRST** and **SECOND** time on the 9<sup>th</sup> day of December 2025 and Considered  
**READ** a **THIRD** and **FINAL** time and passed as such in open Council the 6<sup>th</sup> day of January 2026.

**Carried**

2025-355

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

WHEREAS, it has come to the attention of Council that the file name was incorrectly recorded on Resolution 2025-338 dated November 18, 2025; and,

WHEREAS, the correct file name is Consent Application B34/POWASSAN/2025; and,

NOW THEREFORE BE IT RESOLVED THAT, Resolution 2025-338 dated November 18, 2025, be and is hereby amended to correct the file name from Consent Application B29/POWASSAN/2025 to Consent Application B34/POWASSAN/2025.

**Carried**

2025-356

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

THAT the Report dated December 2, 2025, from PlanScape to Powassan Council recommending approval be received; and,

THAT Council for the Municipality of Powassan supports the requested Consent and asks that the following conditions be applied by the North Almaguin Planning Board in rendering its approval of Consent Applications B1/POWASSAN/2026:

- Submit a zoning amendment application to rescind Bylaw 2009-44 and rezone the resulting lots to appropriately recognize the existing uses;
- That an agreement be registered on title pursuant to Section 51(26) of the Planning Act on the resulting benefiting lot recognizing the general industrial use of the adjacent lot;
- That the lands subject to this Consent be legally merged on title with the abutting lot described as Part of Lot 19, Concession 13 (Himsworth); Plan 42R-19103, Part 1; PIN 52207-0288; and,
- That the other standard conditions of consent are met.

**Carried**

2025-357

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

THAT the donation request from the Powassan and District Foodbank be received; and,

FURTHER that Council donates the use of the Maple Room on January 13, 2026, for the event.

**Carried**

2025-358	Moved by: L. Patey	Seconded by: M. Wand	
	That the correspondence from the Ministry of Municipal Affairs and Housing regarding “As-Of-Right” permission for setback requirements, be received.		Carried
2025-359	Moved by: M. Wand	Seconded by: D. Britton	
	That Council now adjourns to closed session at 7:08 p.m. to discuss:		
	17.1 Adoption of Closed Session Minutes of November 18, 2025		
	17.2 Identifiable Individuals – Section 239(2)(b) of the Municipal Act and under Section 9(4)(b) of the Procedural Bylaw – matters regarding an identifiable individual, including municipal or local board employees.		
	17.3 Identifiable Individuals – Section 239(2)(b) of the Municipal Act and under Section 9(4)(b) of the Procedural Bylaw – matters regarding an identifiable individual, including municipal or local board employees.		
	17.4 Identifiable Individuals – Section 239(2)(b) of the Municipal Act and under Section 9(4)(b) of the Procedural Bylaw – matters regarding an identifiable individual, including municipal or local board employees.		
	17.5 Negotiations – Section 239(2)(k) of the Municipal Act and under Section 9(4)(k) of the Procedural Bylaw – a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.		Carried
2025-360	Moved by: M. Wand	Seconded by: L. Patey	
	That Council now reconvenes to regular session at 7:36 p.m.		Carried
2025-361	Moved by: M. Wand	Seconded by: L. Patey	
	That Council now adjourns at 7:36 p.m.		Carried

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Mayor

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Clerk



# **Chief Administrative Officer's Report**

*December 2025*

## **Mission Statement**

To foster healthier communities by economically providing caring human services that empower and enable the people we serve to improve their quality of life.

## OMSSA Policy Conference (Toronto, ON. December 2-4, 2025)

From December 2-4th, I was pleased to attend the OMSSA 2025 Policy Conference alongside our Director of Income Support & Stability, and Director of Women's Services. This year's conference, coinciding with OMSSA's 75th anniversary, provided a timely forum to explore evolving social and economic pressures on Ontario's social assistance and human services systems.

We were especially proud to participate in and support the launch of OMSSA's 2026–2029 Strategic Plan. Our involvement underscores both our commitment to system-wide collaboration and our dedication to shaping policies that strengthen income support and stability, women's services, housing services, and children's services across the province. The insights gained and the relationships reinforced at the conference will inform our strategic planning and service delivery as we move into 2026.

(Pictured: Aaron Stauch, OMSSA Executive Director launches the 2026-2029 Strategic Plan at the OMSSA Policy Conference in Toronto.



We would also like to congratulate Henry Wall, past CEO of the Kenora District Services Board, who was recognized at the conference with the Patti Moore Human Services Integration Award and honoured for his outstanding service as President of OMSSA's Board. This is an achievement we proudly celebrate alongside our Northern partners!

(Pictured at left, Henry Wall, past CEO of Kenora District Services Board, and NOSDA Partner).

## Housing & Homelessness Plan Update

The Housing Operations and Service Management department is updating the District's Housing and Homelessness Plan, along with developing a Housing Needs Assessment. Consultations will begin in January 2026 through surveys, focus groups, interviews, and discussions with those with lived experience. This plan helps us understand what type of housing people are in need of, what supports are working well, and where improvements are needed across the district. This update will look at understanding the current and future housing needs, identify gaps in supports for people experiencing homelessness and affordability concerns, strengthening partnerships between service providers, and plan for housing growth over the next decade. The final plan is due to the Ministry of Municipal Affairs and Housing by May 29, 2026. VINK Consulting will lead us through this process. Board and Leadership engagement will be essential as the process moves forward.

## Early Childhood Educators Professional Learning Event

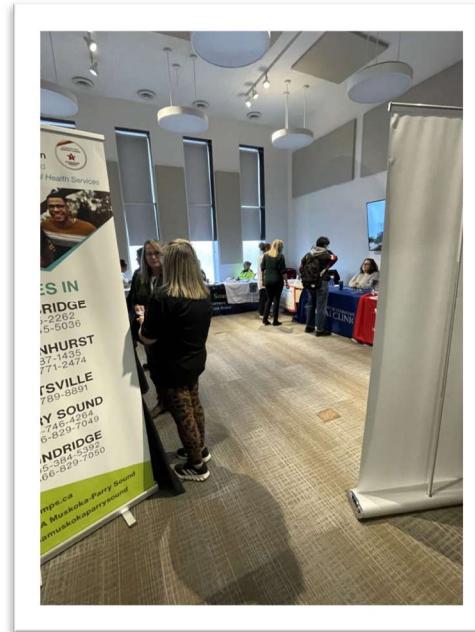
On October 24, 2025, the Child Care Service Management team hosted a full-day professional learning event for Early Childhood Educators from across the District of Parry Sound at the Bobby Orr Community Centre. The workshop, *Growing the Heart of Our Work*, was facilitated by Jessica and Karen from Discovery Professional Learning and focused on reconnecting educators with their purpose through values-driven practice, reflection, and the power of play.

A total of 111 participants attended the session, which featured an inspiring keynote on cultivating passionate, pedagogical, and playful cultures, followed by interactive, play-based breakout sessions exploring equity, inclusion, and meaningful learning environments. The day offered educators the opportunity to recharge, deepen their practice, and strengthen connections within the early learning community.



## National Housing Day Event

On November 24, 2025, our Housing team hosted a well-attended National Housing Day event at our Parry Sound office from 1:00-3:00 p.m., welcoming community partners and members of the public. Due to winter weather, the event planned for South River has been postponed, to a date to be determined.



## **'Everyday Impact'**

This month, we are proud to recognize Amanda VanKoughnett, HR Coordinator, for her outstanding commitment and quick action in responding to a last-minute challenge to our First Aid training schedule.

When the facilitator unexpectedly cancelled the day before the sessions were set to begin, Amanda immediately understood the impact this could have on our licensing requirements for child care facilities at the shelter and the essential training needs of staff working throughout the community. Rather than accepting a delay, she stepped in without hesitation.

Drawing on her strong relationships and deep understanding of organizational needs, Amanda worked tirelessly to secure a new facilitator and coordinate fresh training dates on an extremely tight timeline. She collaborated closely with supervisors, communicated swiftly with employees, and ensured that every detail - from attendance to logistics - was handled with care. Thanks to her diligence and determination, the new sessions proceeded smoothly and were highly successful.

Amanda's passion for supporting staff and her unwavering dedication to fostering a safe, well-prepared workplace truly shine through in moments like this. Her commitment to employee training not only safeguards our compliance but also strengthens the confidence and readiness of our teams across the organization. We are grateful for Amanda's leadership, resilience, and the everyday impact she brings to DSSAB.



## Licensed Child Care Programs

### Total Children Utilizing Directly Operated Child Care in the District October 2025

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeek ELCC	HCCP	Total
Infant (0-18M)	3	1	3	4	13	24
Toddler (18-30M)	5	6	11	26	29	77
Preschool (30M-4Y)	16	15	17	26	46	120
# of Active Children	24	22	31	56	88	221

Fairview ELCCC has children ready to be enrolled as soon as they turn 18 months of age and will be at their operational capacity by January. The Home Child Care Program had one approved home close this month and have 16 active homes remaining, 11 in east Parry Sound and 5 on the west.

## School Age Programs

### October 2025

Location	Enrollment
Mapleridge After School	26
Mapleridge Before School	10
Home Child Care	23
# of Active Children	59



## Inclusion Support Services

### October 2025

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	0	0	0	5	0	0	0
Toddler (18-30M)	5	12	17	26	0	5	0
Preschool (30M-4Y)	11	33	44	54	0	6	0
School Age (4Y+)	1	13	14	26	0	1	3
<b>Monthly Total</b>	<b>17</b>	<b>58</b>	<b>75</b>		<b>0</b>	<b>12</b>	<b>3</b>
<b>YTD Total</b>	<b>37</b>	<b>77</b>		<b>114</b>	<b>18</b>	<b>55</b>	<b>31</b>

**EarlyON Child and Family Programs****October 2025**

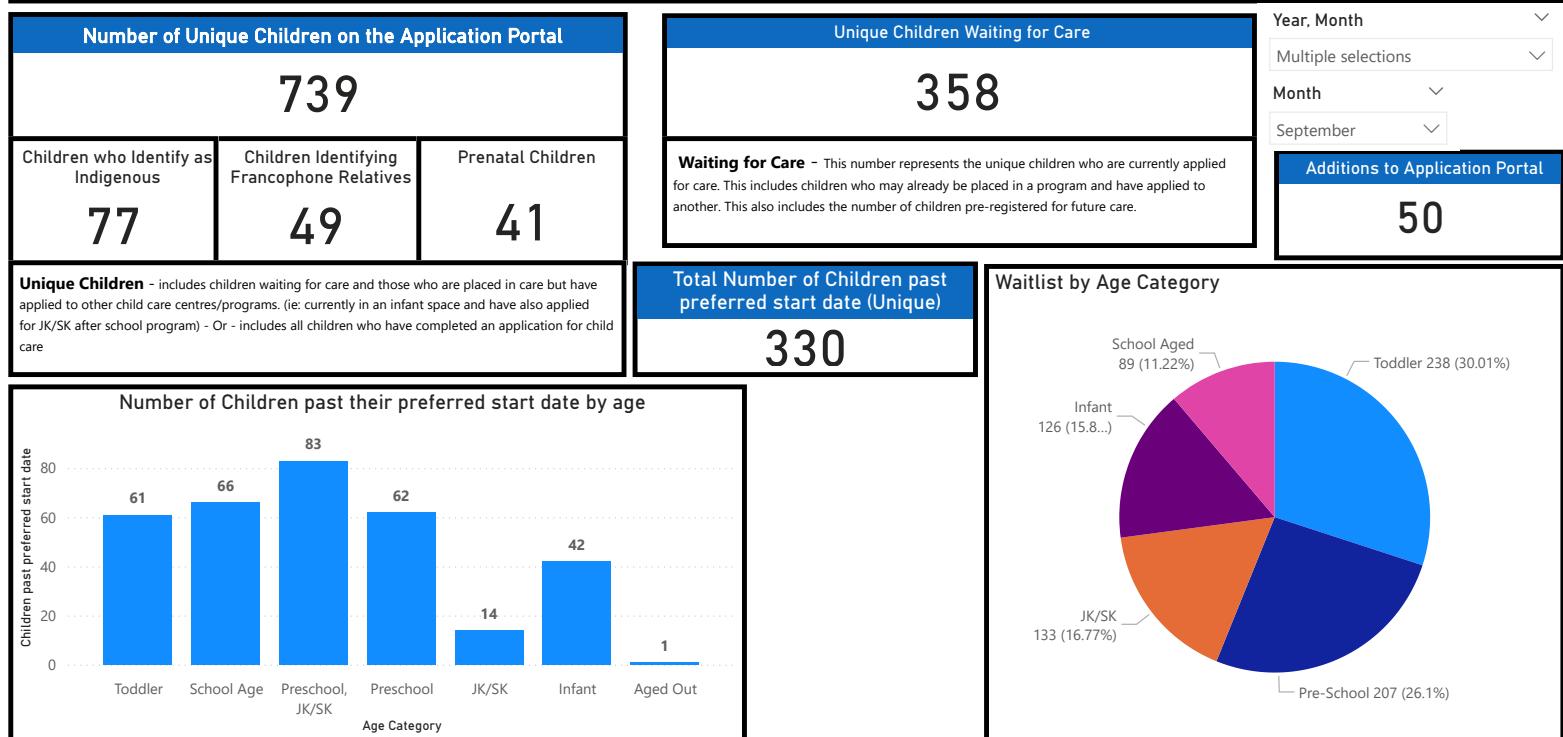
Activity	June 2025	July 2025	Aug 2025	Sept 2025	YTD
Number of Child Visits	864	754	1348	1701	9164
Number of Unique Children Attending			164 YTD		
Number of Adult Visits	688	582	951	1232	7006
Number of Unique Adults Attending			134 YTD		
Number of Professionals (NEW stat July 2025)		21	25	49	95
Number of Virtual Programming Events	10	8	10	10	74
Number of Engagements through Social Media	117	102	85	218	1,123
Number of Views through Social Media	14,644	21,627	19,900	37,990	186,776



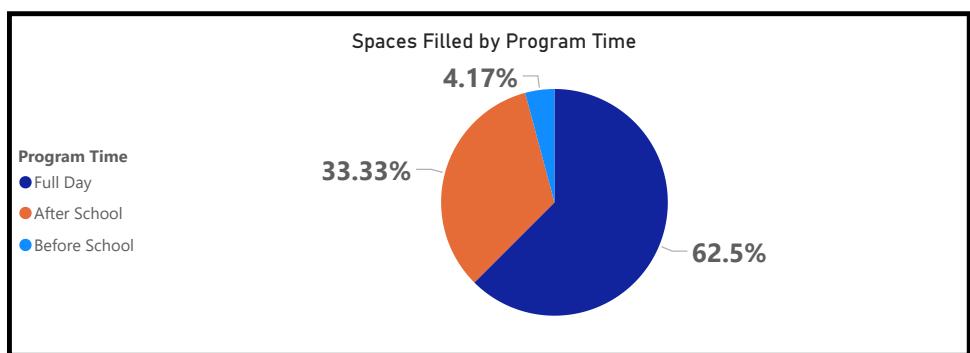
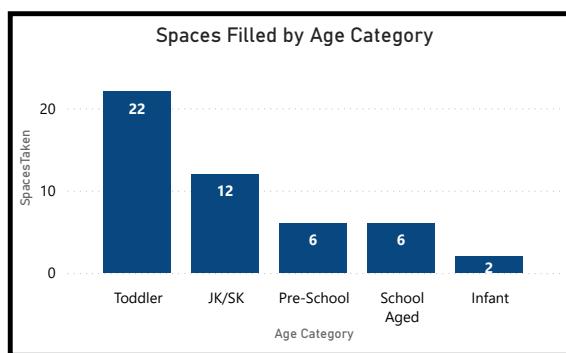
**Child and Family Centre**

The District of Parry Sound Child Care Application Portal was launched on July 24, 2024. Since implementation, operators and child care service management staff have been working to "clean" the Application Portal by removing duplicates, training staff and assisting families with updating their profiles.

## Data for September 2025



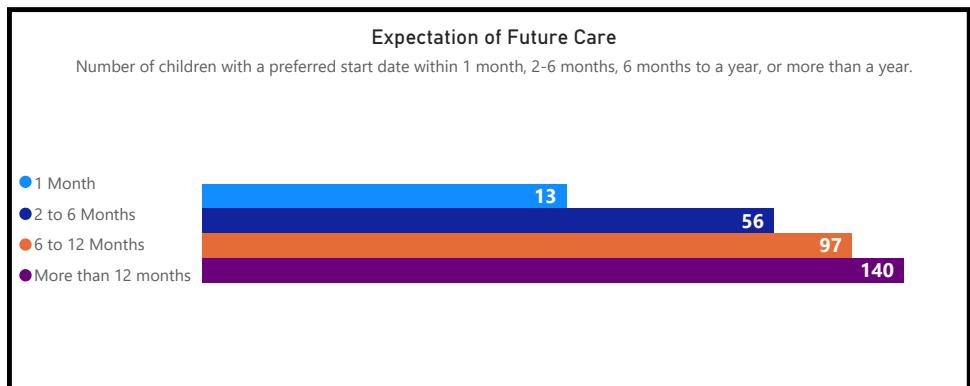
Year  2025  Month  September



Children Placed	Spaces Filled
46	48

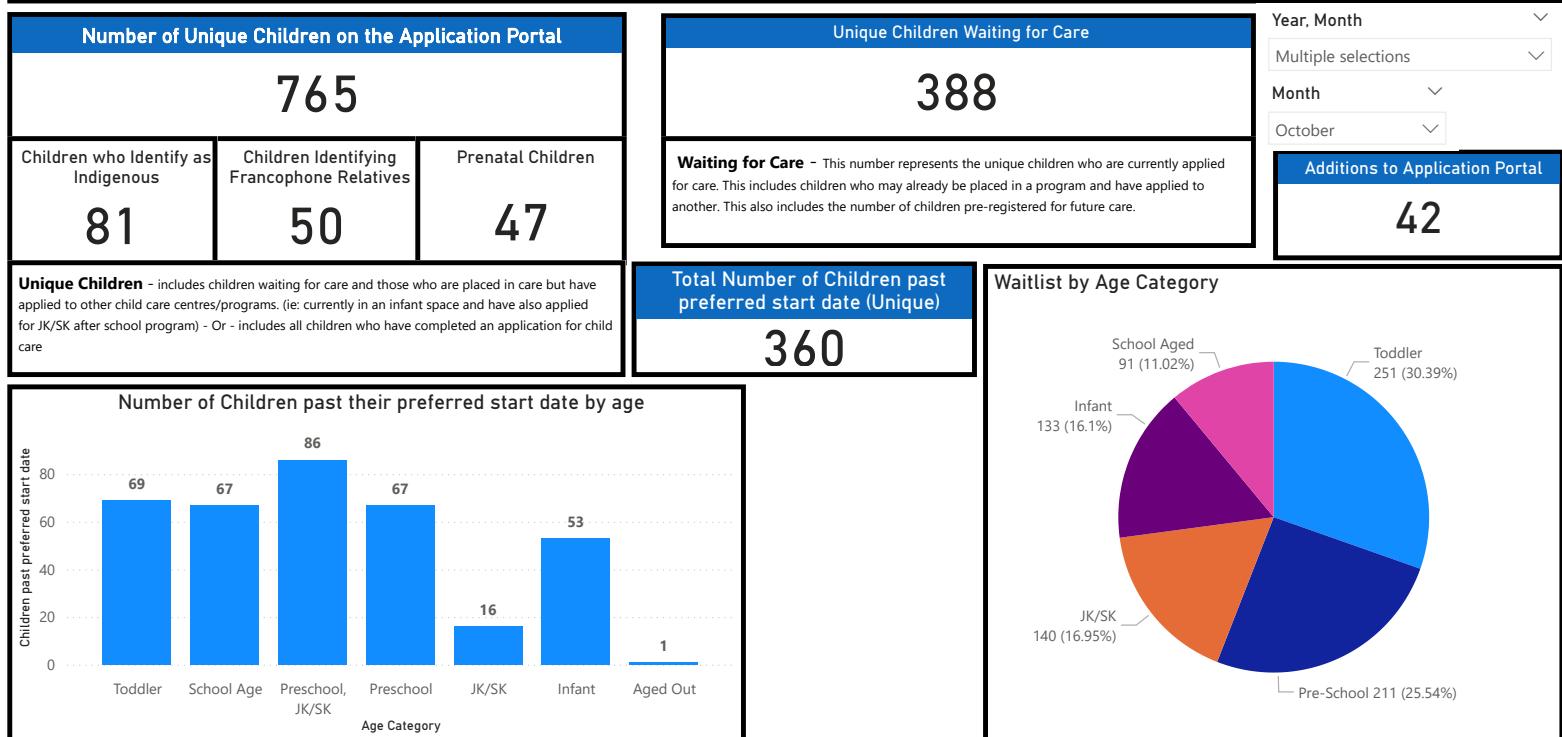
**Children Placed** - The number of unique children placed in a program.

**Spaces Filled** - The number of spaces filled by a child. A child may be placed in more than one space, ie: before school space and after school space.

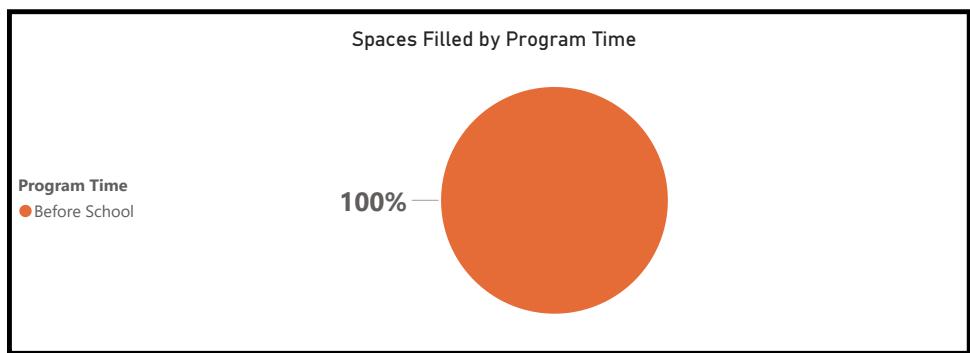
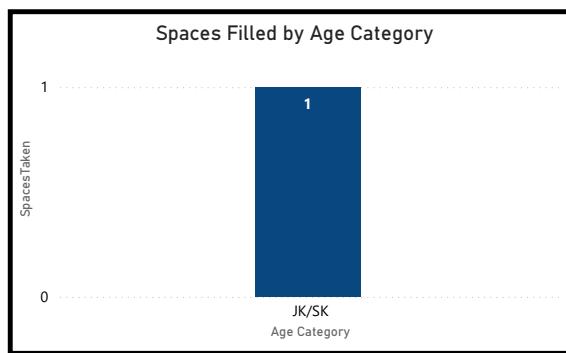


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## Data for October 2025



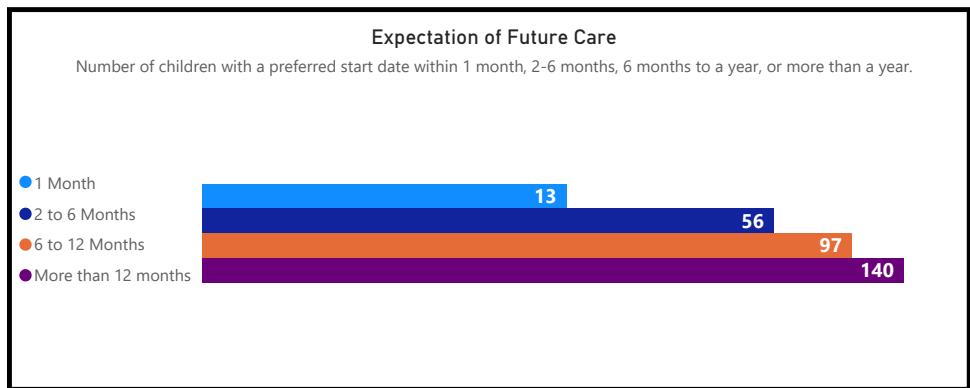
Year  Month   
 2025  October

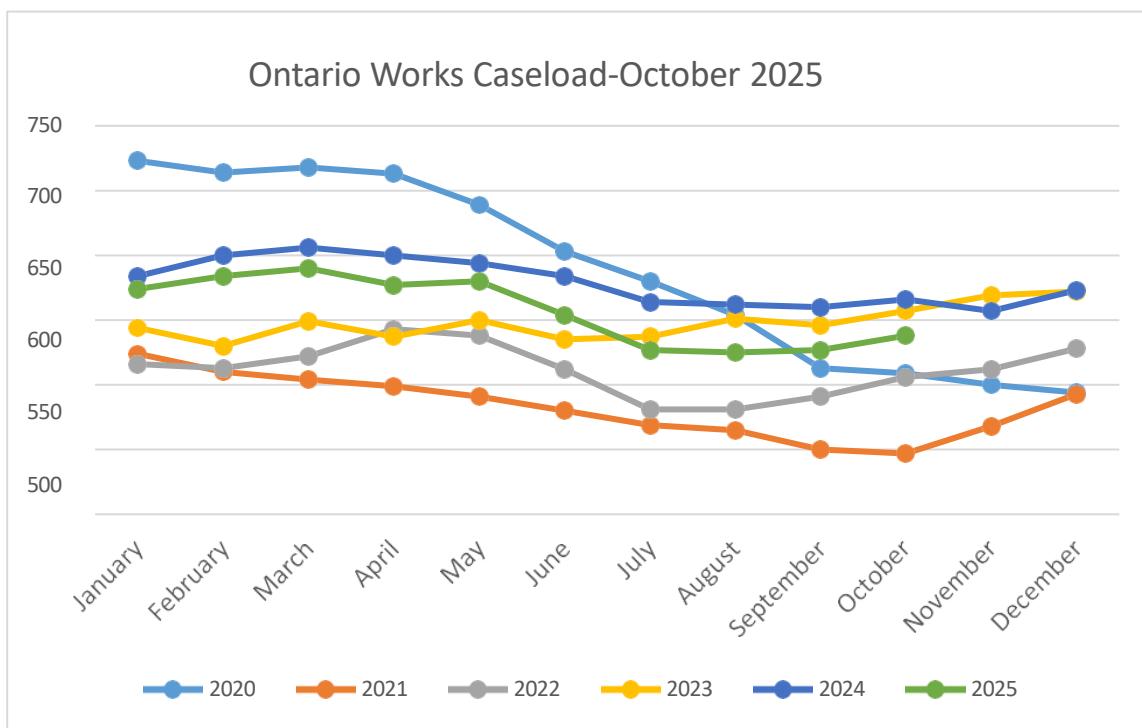


Children Placed	Spaces Filled
1	1

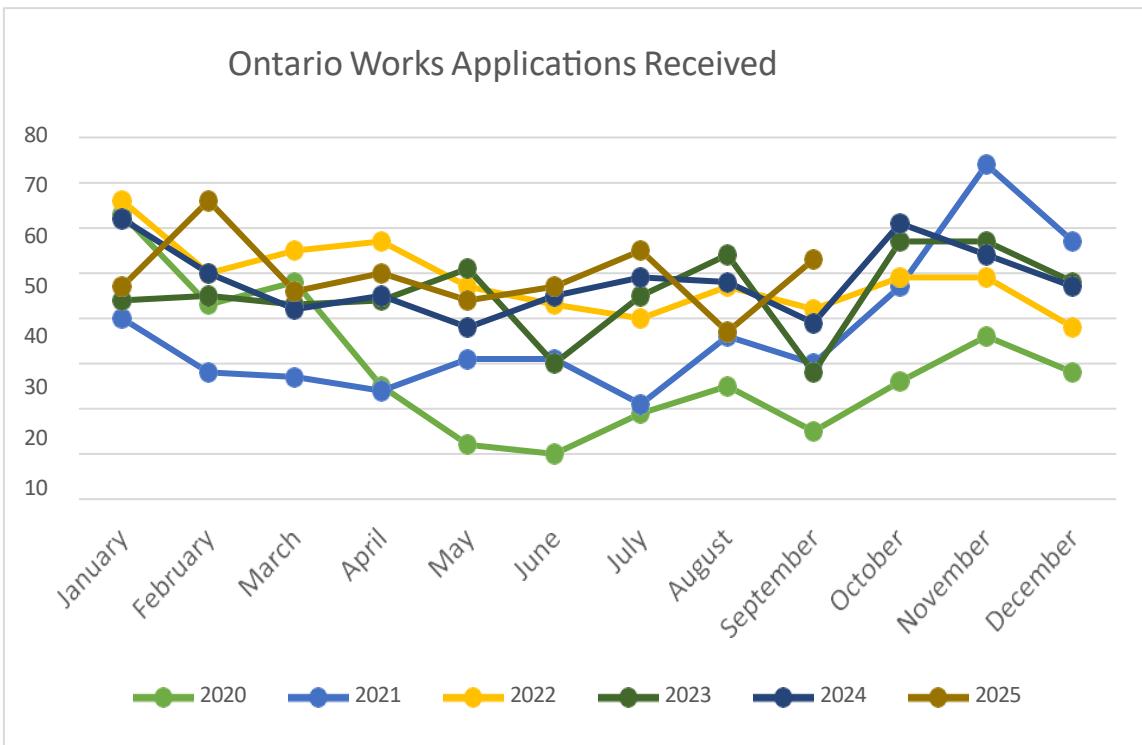
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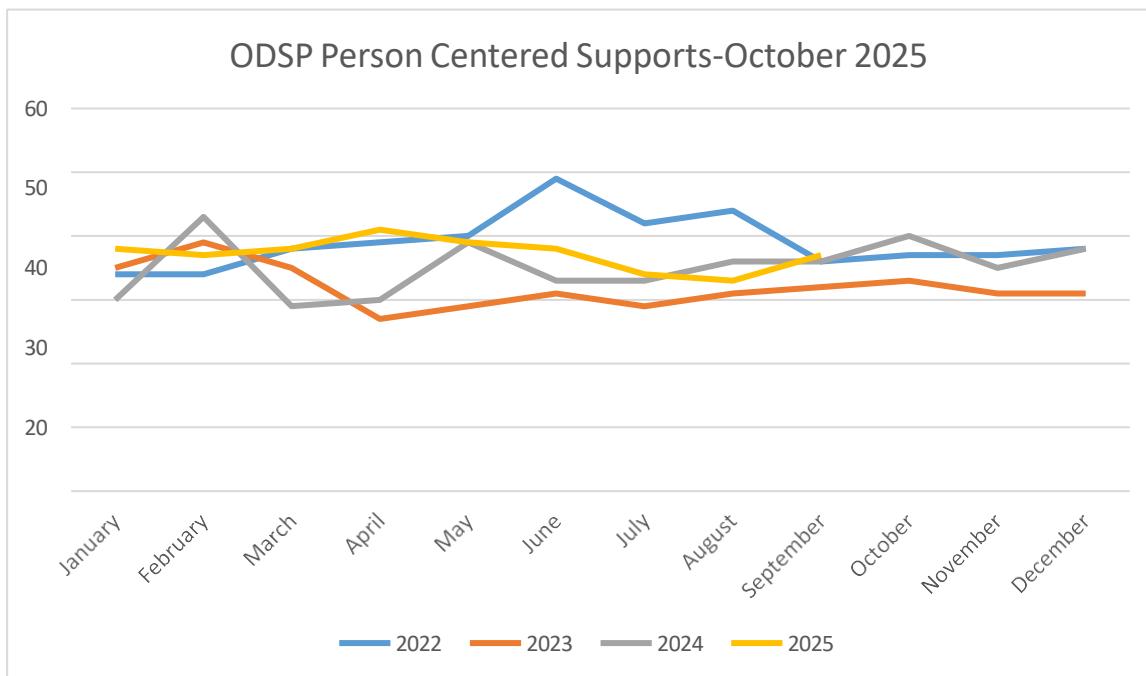
**Spaces Filled** - The number of spaces filled by a child. A child may be placed in more than one space, ie: before school space and after school space.





### **Ontario Works Intake Unit - Social Assistance Digital Application (SADA) Ontario Works Applications Received**



**ODSP Participants Receiving Person Centred Supports through Ontario Works**

The OW Caseload continues to hold steady at **588** cases. We are providing **36** ODSP participants Person-Centred Supports. We also have **61** Temporary Care Assistance cases. **51** applications were received through the province's Ontario Works Intake Unit (OWIU).

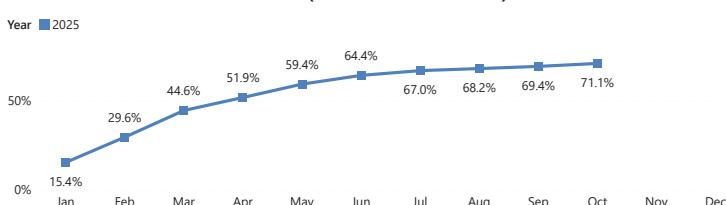
## Ontario Works (OW) Performance Measures

On March 1st, 2025, as part of the province's Employment Services Transformation, we officially entered Integrated Employment Services model (IES) along with our Northeast DSSAB partners with our new Service System Manager College Boreal. This means that employment assistance for Social Assistance recipients now moves under the Employment Ontario umbrella. We are responsible for providing Person Centered Supports to SA Recipients in 4 Support Pillars.

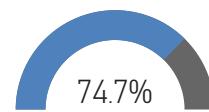
- Crisis & Safety-homelessness, personal safety
- Health-medical, mental health counselling, addiction treatment
- Life Skills-Literacy and Basic Skills such as budgeting, time management
- Community Supports-Housing, transportation and legal support

\*NDA-Non-Disabled Adult

### Percentage of OW + NDA Members with mandatory participation requirements that have created a Social Assistance Action Plan (Cumulative Year-to-Date)\*



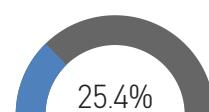
Provincial Value for Latest Month in Selected Range



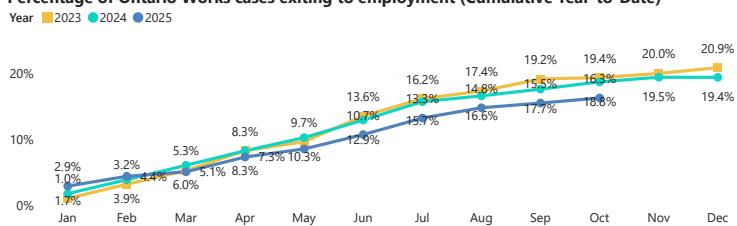
### Percentage of OW + NDA Members with mandatory participation requirements that are referred to EO (Cumulative Year-to-Date)



Provincial Value for Latest Month in Selected Range



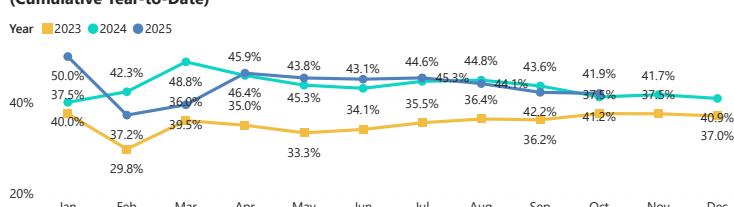
### Percentage of Ontario Works cases exiting to employment (Cumulative Year-to-Date)



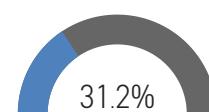
Provincial Value for Latest Month in Selected Range



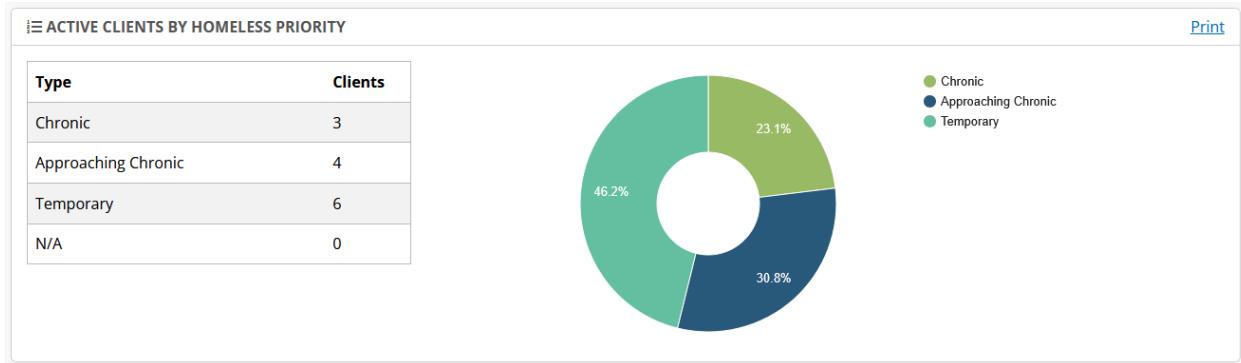
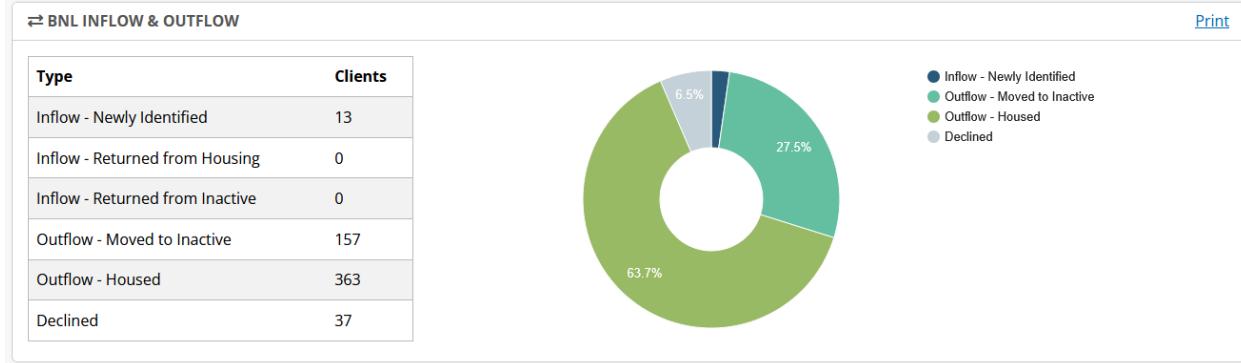
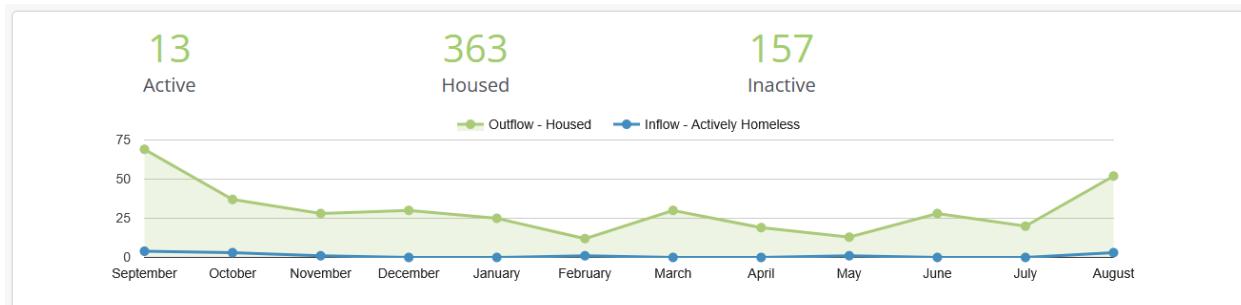
### Percentage of Ontario Works cases who exit the program and return within one year (Cumulative Year-to-Date)



Provincial Value for Latest Month in Selected Range



The By Name List is real-time list of all known people who are experiencing homelessness in our community that are willing to participate in being on the list and connecting with our agency for ongoing support to maintain affordable and sustainable housing. The individuals who are connected to this program are provided Intense Case Management supports with the foundations from Coordinated Access.

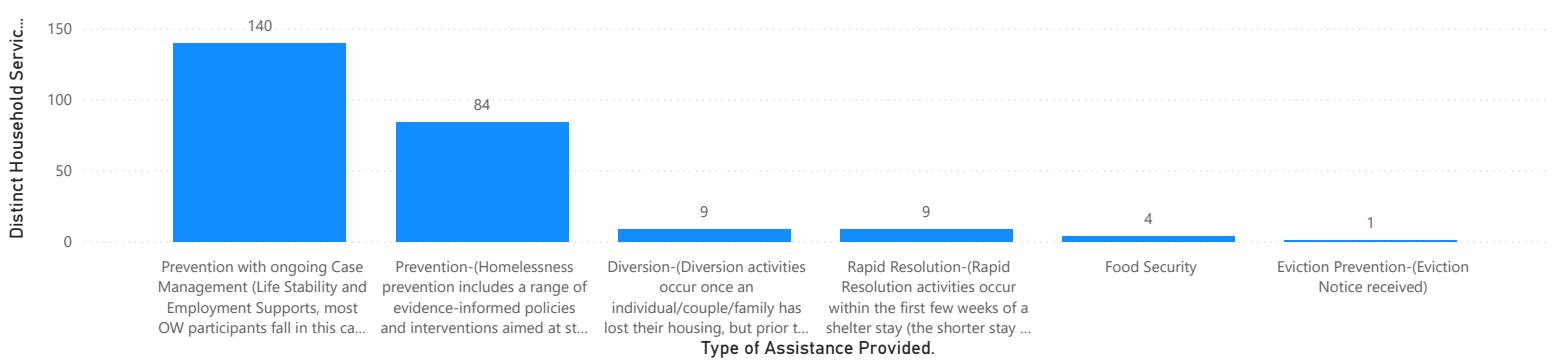


Month

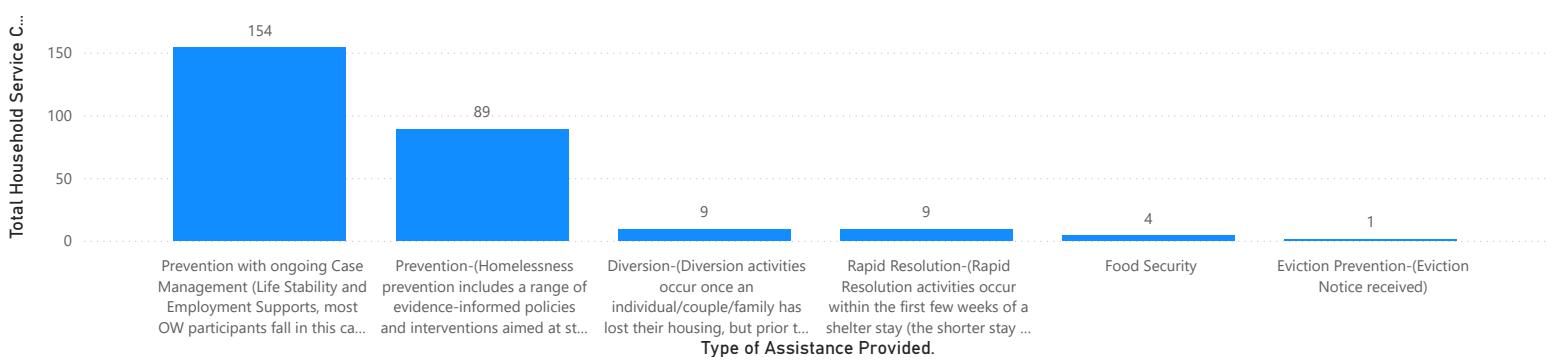
Multiple selections

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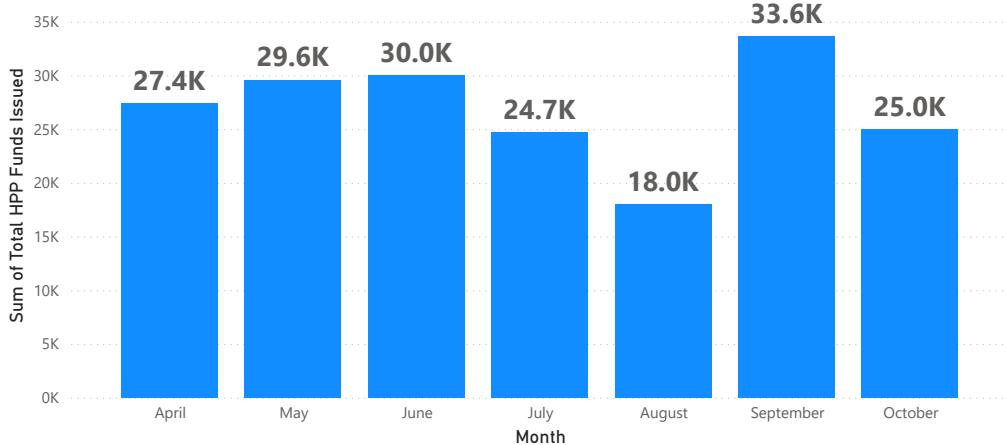
#### Distinct Household Service Count by Type of Assistance Provided.



#### Total Household Service Count by Type of Assistance Provided.



### Total HPP Funds Issued by Month



### Type of Assistance-HPP

Type of Assistance-HPP: All

Month: Multiple selections

**\$188,273.13**

Sum of Total HPP Funds Issued

### Provincial Priority Groups

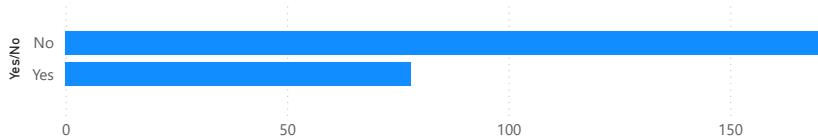
	Unique Households Served
Chronic Homelessness	15
Youth aged 16-25	12
Indigenous	7
Transitioning from Provincial Institution	1
<b>Total</b>	<b>35</b>

	Income Source	Unique Households Served	Sum of Total HPP Funds Issued
OW		97	81,389.73
ODSP		75	69,932.37
Low Income Senior		26	20,615.35
Low Income Non Senior		24	16,335.68
<b>Total</b>		<b>216</b>	<b>188,273.13</b>

### Housing Status

	Unique Households Served
At Risk of Homelessness	187
Experiencing Homelessness (and not currently on BNL)	15
On BNL	18
<b>Total</b>	<b>216</b>

### Has the client been issued HPP in the past?



Type of Assistance Provided.	Low Income Non Senior	Low Income Senior	ODSP	OW	Total	Month
Prevention with ongoing Case Management (Life Stability and Employment Supports, most OW participants fall in this category)	6	11	36	89	140	Multiple selections
Prevention-(Homelessness prevention includes a range of evidence-informed policies and interventions aimed at stopping housing loss before it occurs.)	14	14	46	10	84	
Diversion-(Diversion activities occur once an individual/couple/family has lost their housing, but prior to shelter entry or first night sleeping outside. Explore safe, appropriate options in community or mediation.)	4		1	4	9	
Rapid Resolution-(Rapid Resolution activities occur within the first few weeks of a shelter stay (the shorter stay the better) or time on the street when an individual/couple/family cannot be diverted.)	1	1	2	5	9	
Food Security			4	4		
Eviction Prevention-(Eviction Notice received)	1				1	
<b>Total</b>	<b>26</b>	<b>26</b>	<b>84</b>	<b>112</b>	<b>246</b>	

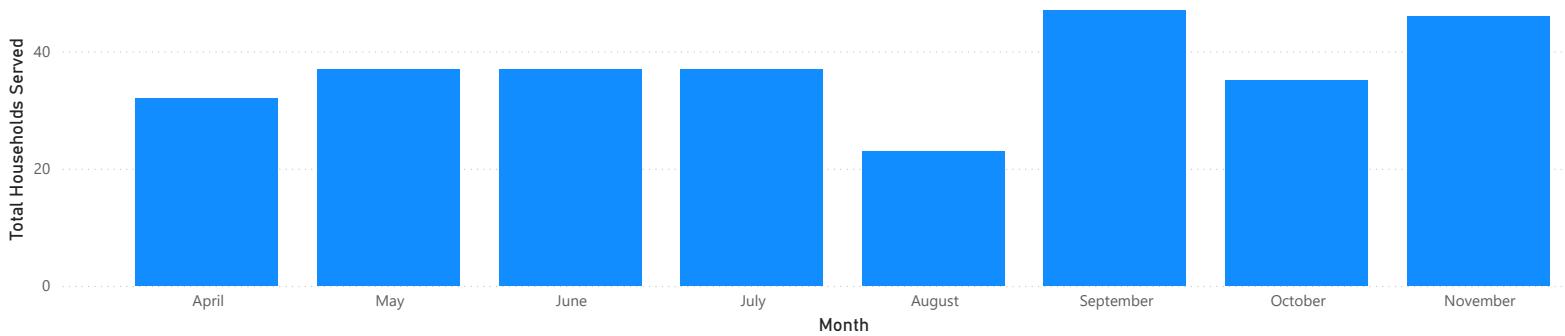
**216**

Unique Households Served

**248**

Total Households Served

Total Households Supported through HPP by Month-All



**Parry Sound District Housing Corporation****October 2025**Activity for Tenant Services

	<b>Current</b>	<b>YTD</b>
Move outs	1	18
Move in (centralized waitlist along with internal transfers)	4	30
L1/L2 hearings	2	13
N4 Delivered to tenant or filed with the LTB– Notice of eviction for non-payment of rent	0	6
N5 Filed with the LTB– notice of eviction disturbing the quiet enjoyment of the other occupants	5	16
N6 Filed with the LTB –notice of eviction for illegal acts or misrepresenting income for RGI housing	0	1
N7 Filed with the LTB – notice of eviction for willful damage to unit	0	1
Repayment agreements—new (formal &	1	17
No Trespass Order	1	1
Mediation/Negotiation/Referrals	19	206
Tenant Home Visits/Wellness Checks	18	393
Tenant Engagements/Education	0	21

## Property Maintenance

### October 2025

Pest Control		Monthly pest control inspections were completed at 10 buildings. 42 units were inspected. 33 units were inspected. Of the 33, 4 units required treatment.
Vacant Units	6	4 one-bedroom, 2- multiple bedrooms (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	2	2 market units
After Hours Calls	2	monitoring station offline, water in basement
Work Orders	84	Work orders are created for our staff to complete routine maintenance repairs for all DSSAB/LHC Buildings
Purchase Orders	222	Purchase Orders are for services, and materials required outside of the Housing Operations Department scope of work for the LHC properties
Fire Inspections	1	Annual fire suppression inspection completed on a 6-storey senior building
Annual Inspections	0	Annual inspections continue across the district
Inspections (other)	11	Housekeeping, Fire Prevention Officer follow up, and preconstruction/postconstruction
Incident Reports	0	

## Housing Programs

### Social Housing Centralized Waitlist Report

October 2025

	East Parry Sound	West Parry Sound	Total
Seniors	57	140	197
Families	180	508	688
Individuals	575	176	751
Total	812		1636
Total Waitlist Unduplicated			448



SPP = Special Priority Applicant

### Social Housing Centralized Waitlist (CWL) 2024 - 2025 Comparison

#### Applications and Households Housing from the CWL

Month 2024	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2025	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	3		2	1		Jan	9	0	0	2	
Feb	5		11	1		Feb	8	0	2	3	
Mar	7		3	3		Mar	9	1	4	1	
Apr	10	1	7			Apr	6	1	10		
May	4	1	5	1		May	11		1	2	
June	1		15	3		June	12	2	1	2	
July	9	1	19			July	14			2	1
Aug	9	1	21			Aug	9	1	1	2	1
Sept	6		16	2		Sept	7	4	1	2	2
Oct	6		9	4		Oct	8		1	1	
Nov	10	1	17	3		Nov					
Dec	11		6	3	2	Dec					
Total	81	5	131	21	2	Total	93	9	21	17	4

## Capital Projects

### October 2025

#### General Overview

October continued the transition from summer construction into winter preparedness, with several remediation, siding, roofing, and mechanical projects advancing toward completion. Multiple units previously under abatement or interior restoration reached final inspection stages, while ongoing structural and mechanical work continued to address system aging, water infiltration concerns, and long-term asset preservation needs. Planning and procurement activity increased during the month to align the remaining 2025 work with year-end timelines and to prepare for 2026 capital implementation.

#### Hazardous Material Remediation and Water Damage Repairs

- Abatement and restoration work continued at several locations, with multiple units completing final testing, drywalling, and finishing.
- Clearance inspections were performed on completed abatement sites, allowing turnover processes to begin.
- Additional units identified for remediation through routine inspections were added to the fall workplan, with environmental testing scheduled.
- Repairs related to water damage, including mould remediation and interior restoration, progressed steadily and remained on track for November completion.

#### Doors, Siding, Painting, and Cosmetic Upgrades

- Exterior siding projects that began in late summer progressed through final stages, with several buildings receiving finishing work and touch-ups.
- Quotes for additional painting and cosmetic upgrades were reviewed and remain pending budget review for the upcoming cycle.
- Masonry repair recommendations submitted earlier in the fall remained under review, with contractor selection anticipated for early 2026.

## Capital Projects

### October 2025 cont'd...

#### Roofing and Structural Projects

- Fall roofing work advanced where weather permitted, including attic remediation and replacement activities that began in September.
- Foundation and structural reinforcement work continued, addressing previously identified building deficiencies.
- Engineering assessments and contractor coordination remained active throughout October to support safe and compliant repair execution.
- Structural finishing, including drywalling and carpentry in remediated areas, progressed to near completion.

#### HVAC, Electrical, and Generator Work

- Generator-related work progressed, with components on order and installation coordination underway.
- Mechanical repairs, including plumbing deficiencies and HVAC adjustments, were completed at several sites.
- Electrical upgrades continued, with panel replacements and system enhancements progressing as materials became available.

#### Landscaping and Site Enhancements

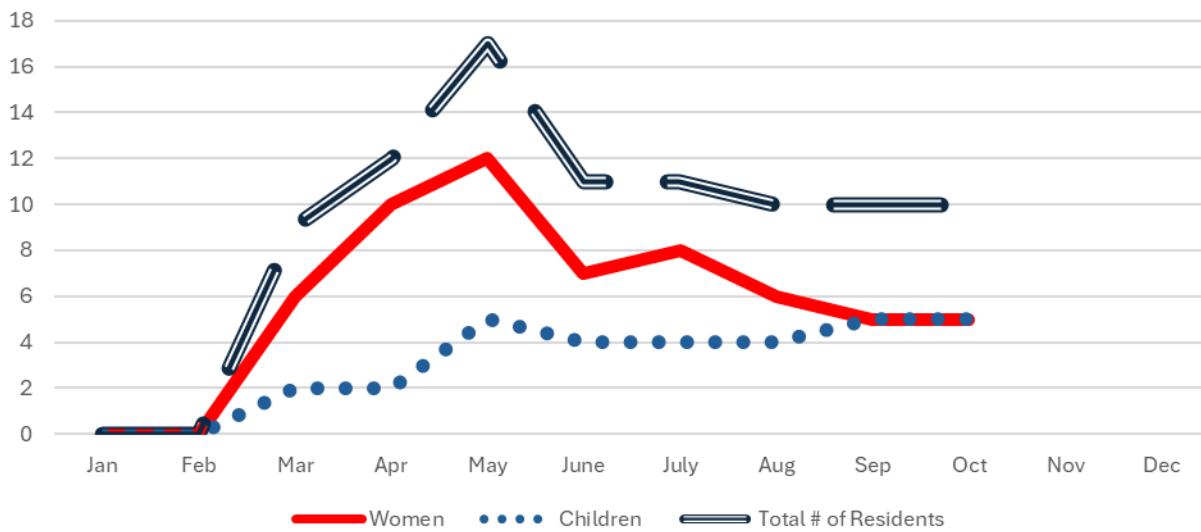
- Fall landscaping projects, including privacy plantings and minor site enhancements, were initiated and are expected to conclude before winter.
- Remaining exterior grading, asphalt, and drainage improvements were partially completed, with some work deferred to spring 2026 due to weather limitations.

#### Summary

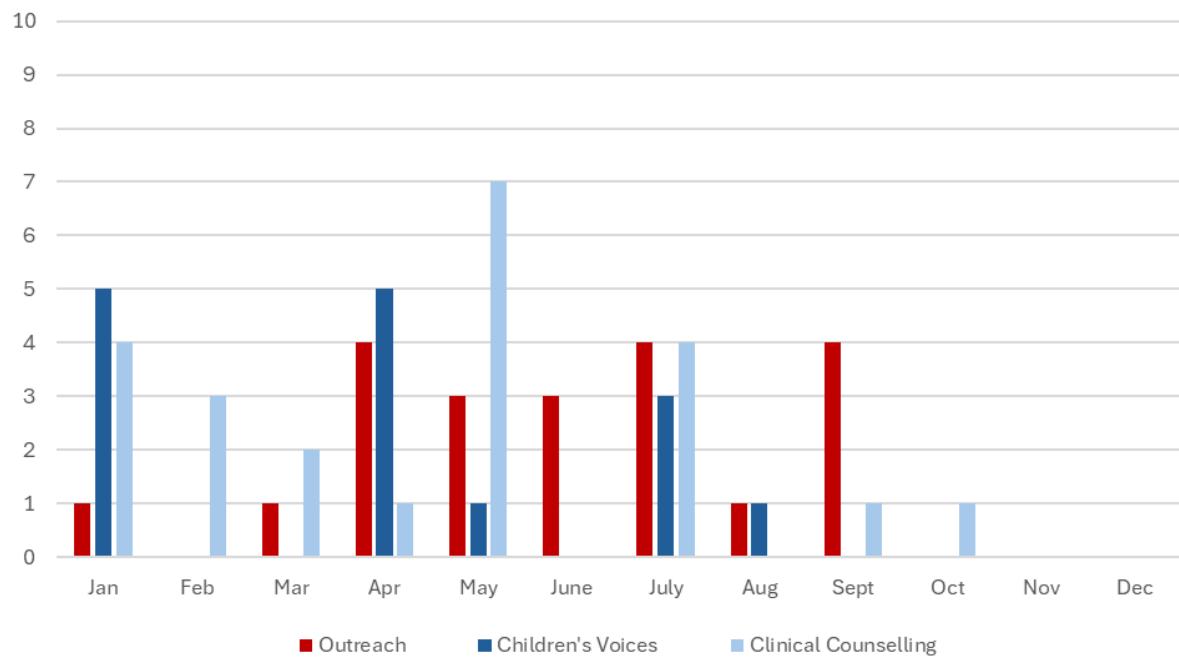
The Capital team maintained strong momentum through October, completing several abatement and restoration projects while advancing roofing, siding, and mechanical upgrades. Portfolio readiness for winter improved through continued infrastructure repairs, heating system preparation, and strategic planning. Year-end procurement and contractor scheduling remain underway, ensuring that outstanding fall projects progress into November and early winter as planned.



## Residential Program Participants



## New Program Enrollments



**Social Media Stats**

<b>Facebook -District of Parry Sound Social Services Administration Board</b>	<b>JUNE 2025</b>	<b>JULY 2025</b>	<b>AUG 2025</b>	<b>SEPT 2025</b>	<b>OCT 2025</b>	<b>NOV 2025</b>
Total Page Followers	749	749	770	780	786	791
Post reach/views this period	11,121	11,941	5,904	33,114	18,590	23,572
Post Engagement this Period (# of reactions, comments, shares)	77	75	37	211	138	178

<b>Facebook -Esprit Place Family Resource Centre</b>	<b>JUNE 2025</b>	<b>JULY 2025</b>	<b>AUG 2025</b>	<b>SEPT 2025</b>	<b>OCT 2025</b>	<b>NOV 2025</b>
Total Page Followers	225	225	229	229	229	250
Post reach/views this period	580	815	1,314	424	313	17,684
Post Engagement this Period (# of reactions, comments, shares)	10	0	27	2	3	189

<b>DSSAB LinkedIn Stats</b> <a href="https://bit.ly/2YyFHlE">https://bit.ly/2YyFHlE</a>	<b>JUNE 2025</b>	<b>JULY 2025</b>	<b>AUG 2025</b>	<b>SEPT 2025</b>	<b>OCT 2025</b>	<b>NOV 2025</b>
Total Followers	548	551	558	561	561	579
Search Appearances (in last 7 days)	371	205	132	122	113	170
Total Page Views	52	35	22	26	27	77
Post Impressions	650	660	715	235	1092	2,953
Total Unique Visitors	29	20	12	14	15	29

<b>Instagram - Esprit Place Family Resource Centre</b> <a href="https://www.instagram.com/espritplace/">https://www.instagram.com/espritplace/</a>	<b>JUNE 2025</b>	<b>JULY 2025</b>	<b>AUG 2025</b>	<b>SEPT 2025</b>	<b>OCT 2025</b>	<b>NOV 2025</b>
Total Followers	104	105	107	109	112	115
# of accumulated posts	65	65	66	67	69	81

**THE GOLDEN SUNSHINE MUNICIPAL NON-PROFIT HOUSING CORPORATION**

**BOARD OF DIRECTORS MEETING MINUTES**

**Common Room – November 18, 2025 @ 9:30 am**

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A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday November 18, 2025

Present: Bernadette Kerr, Mieke Markus, Dave Britton, Dave Yemm, Leo Patey, Nancy McFadden, Amber McIsaac, Kalvin Young. Regrets: Leo Patey

**1. Call to Order**

The meeting was called to order by Bernadette Kerr

**Resolution 2025-56:**

*the Golden Sunshine Non-Profit Housing Corporation calls the Board of Directors meeting of November 2025, is to called to order at: 9:28 a.m.*

**Moved by:** Dave B **Seconded by:** Dave Y **Carried.**

**2. Additions to Agenda**

Correspondence e) Rent Increase Resolution and Business arising c) COCHI 2026 Funding

**3. Approval of the Agenda**

The agenda was reviewed and approved as amended

**Resolution 2025-57**

*the Golden Sunshine Non-Profit Housing Corporation hereby approves the amended agenda for November 18, 2025 board of directors meeting.*

**Moved by:** Dave Y **Seconded by:** Dave B **Carried.**

**4. Conflict of Interest Disclosure:** No conflicts of interest were declared.

**5. Approval of the Minutes from September 16, 2025**

The minutes from the September 16, 2025 board meeting were reviewed and approved.

**Resolution 2025-58:**

*the Golden Sunshine Non-Profit Housing Corporation hereby approves the minutes of the September 16, 2025 board meeting are hereby approved.*

**Moved by:** Dave Y **Seconded by:** Dave B **Carried.**

**6. Business Arising**

**a) Patio Project Updates –**

Amber provided an update on project progress and financials, and the Board noted that the project is complete. Dave requested that Amber prepare thank-you letters to DSAAB and Kenalex, to be signed by Dave and Bernadette. Amber also recommended that \$10,000 of the project contingency fund be returned to the capital account immediately, with the remaining balance to be deposited once the GST refund from the project is received in January 2026.

**Resolution 2025-59:**

*that the Golden Sunshine Non-Profit Housing Corporation approves the transfer of \$10,000 from the OPHI 2026 Project Contingency Fund back to the Capital Funds Account.*

**Moved by:** Kal **Seconded by:** Mieke **Carried.**

**8. Next Meeting**

The next meeting of the Board is scheduled for December 16, 2025 @ 9:30am Christmas lunch to follow.

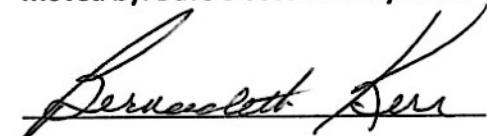
**9. Adjournment**

There being no further business, the meeting was adjourned at 10:27 a.m.

**Resolution 2025-63:**

*Be it resolved that the Board of Directors meeting of November 18, 2025, is hereby adjourned*

**Moved by: Dave B Seconded by: Dave Y Carried.**



Bernadette Kerr, President

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Amber McIsaac, Secretary

The Municipality of  
**Powassan**

## **STAFF REPORT**

To: Council  
From: K. Bester, Deputy Clerk  
Re: Fire Protection Grant  
Date: December 18, 2025

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For Information Purposes –

Please note that we received confirmation that our application to the above noted program was successful. We will be funded \$36,223.56.

Funding will be used to renovate Station 2. The HRV will supply fresh air to the bunker room, and the new shower/bathroom will be a great benefit in removing cancer causing contaminates.

## **STAFF REPORT**

To: Council  
From: K. Bester, Deputy Clerk  
Re: Ontario Trillium Foundation – Seed Grant  
Date: December 18, 2025

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For Information Purposes –

Please note that we received confirmation that our application to the above noted program was successful. We will be funded \$63,400.00.

Funding will be used to create a Master Recreation Plan for the municipality. This plan is intended to provide a framework for future policy, operational planning and budgeting. It will consist of an updated inventory of recreational assets, the determination of current and potentially better utilization of them, opportunities for public input, and ensure that current demographic information and population growth forecasts are factored into future recreational planning.

## **STAFF REPORT**

To: Council  
From: K. Bester, Deputy Clerk  
Re: Ministry of Seniors & Accessibility - Enhancing Spaces for Everyone (EASE) Funding  
Date: December 18, 2025

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### **For Information Purposes –**

Please note that we received confirmation that our application to the above noted program was successful. We will be funded \$45,210.80. Funding will be used for :

1. ADA Compliant Stairs for Public Pool - including installation
2. Four (4) sets of accessible picnic tables
3. Mobi mats (to provide accessible access to parks / hydro pond beach)



## STAFF REPORT

To: Council  
From: Clerk, A. Quinn  
Re: Library Agreement

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### **RECOMMENDATION:**

That this memo be received and further that the term of the current Powassan and District Union Public Library Agreement be extended from December 31, 2025, to February 2026.

### **ANALYSIS:**

Representatives from the Township of Chisholm have asked for an extension of the agreement to allow the participating municipalities to meet again to discuss details of the renewal.

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**  
**BYLAW NO. 2025-21**

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Being a Bylaw to adopt Minimum Maintenance Standards for Municipal Highways for  
the Municipality of Powassan

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**WHEREAS**, Section 8 of the Municipal Act, 2001 S.O. 2001 C.25 as amended, states that: 'Powers of a natural person - A Municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act';

**AND WHEREAS**, Section 26 of the Municipal Act, 2001 S.O. 2001 C.25 as amended, states "What constitutes a highway";

**AND WHEREAS**, Section 27 (I) of the Municipal Act, 2001 S.O. 2001 C.25 as amended provides that: A municipality may pass bylaws in respect of a highway only if it has jurisdiction over the highway.

**AND WHEREAS**, Ontario Regulation 239/2002 made under the Municipal Act, 2001 S.O. 2001 C.25 as amended, has established Minimum Maintenance Standards for Municipal Highways;

**AND WHEREAS**, Ontario Regulation 239/2002 made under the Municipal Act, 2001 S.O. 2001 C.25 as amended has established a Table of Classification of Highways;

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

1. THAT Ontario Regulation 239/02 – Minimum Maintenance Standards for Municipal Highways, as established under the Municipal Act, 2001, be hereby endorsed as the Municipality of Powassan's official minimum maintenance standard for municipal roads and sidewalks.
2. THAT the MMS Operational Overview (2025), attached for information, shall be used as a guiding reference document until such time as the Municipality adopts a full Winter Maintenance Plan incorporating the requirements of Ontario Regulation 239/02.
3. THAT Schedule "B" Municipal Road Classifications, as updated and maintained by the Municipality, shall be utilized for determining roadway classes for the purpose of interpreting and applying the MMS.
5. THAT the Clerk has delegated authority to update and maintain Schedule "B" Municipal Road Classifications as required for Municipal requirements and to ensure compliance with all relevant legislation.

6. THAT nothing in this Bylaw prevents the Municipality from exceeding the MMS where operational capacity, public safety, or emergency conditions require it.

7. THAT this Bylaw shall come into force and take effect on the day of passing thereof.

**READ a FIRST and SECOND time on the 9<sup>th</sup> day of December 2025 and to be READ a THIRD and FINAL time and considered passed as such in open Council on the 6<sup>th</sup> day of January 2026.**

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

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Mayor

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Clerk

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# Municipal Act, 2001

# Loi de 2001 sur les municipalités

## ONTARIO REGULATION 239/02

### MINIMUM MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS

**CURRENT** Consolidation period: May 3, 2018 - e-Laws currency date (November 5, 2025)

Last amendment: [366/18](#).

**This Regulation is made in English only.**

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#### Legislative History



## Definitions

**1. (1)** In this Regulation,

“bicycle facility” means the on-road and in-boulevard cycling facilities listed in Book 18 of the Ontario Traffic Manual;

“bicycle lane” means,

(a) a portion of a roadway that has been designated by pavement markings or signage for the preferential or exclusive use of cyclists, or

(b) a portion of a roadway that has been designated for the exclusive use of cyclists by signage and a physical or marked buffer;

“cm” means centimetres;

“day” means a 24-hour period;

“encroachment” means anything that is placed, installed, constructed or planted within the highway that was not placed, installed, constructed or planted by the municipality;

“ice” means all kinds of ice, however formed;

“motor vehicle” has the same meaning as in subsection 1 (1) of the *Highway Traffic Act*, except that it does not include a motor assisted bicycle;

“non-paved surface” means a surface that is not a paved surface;

“Ontario Traffic Manual” means the Ontario Traffic Manual published by the Ministry of Transportation, as amended from time to time;

“paved surface” means a surface with a wearing layer or layers of asphalt, concrete or asphalt emulsion;

“pothole” means a hole in the surface of a roadway caused by any means, including wear or subsidence of the road surface or subsurface;

“roadway” has the same meaning as in subsection 1 (1) of the *Highway Traffic Act*;

“shoulder” means the portion of a highway that provides lateral support to the roadway and that may accommodate stopped motor vehicles and emergency use;

“sidewalk” means the part of the highway specifically set aside or commonly understood to be for pedestrian use, typically consisting of a paved surface but does not include crosswalks, medians, boulevards, shoulders or any part of the sidewalk where cleared snow has been deposited;

“significant weather event” means an approaching or occurring weather hazard with the potential to pose a significant danger to users of the highways within a municipality;—

“snow accumulation” means the natural accumulation of any of the following that, alone or together, covers more than half a lane width of a roadway:

1. Newly-fallen snow.
2. Wind-blown snow.
3. Slush;

“substantial probability” means a significant likelihood considerably in excess of 51 per cent;

“surface” means the top of a sidewalk, roadway or shoulder;

“utility” includes any air, gas, water, electricity, cable, fiber-optic, telecommunication or traffic control system or subsystem, fire hydrants, sanitary sewers, storm sewers, property bars and survey monuments;

“utility appurtenance” includes maintenance holes and hole covers, water shut-off covers and boxes, valves, fittings, vaults, braces, pipes, pedestals, and any other structures or items that form part of or are an accessory part of any utility;

“weather” means air temperature, wind and precipitation.

“weather hazard” means the weather hazards determined by Environment Canada as meeting the criteria for the issuance of an alert under its Public Weather Alerting Program.

O. Reg. 239/02, s. 1 (1); O. Reg. 23/10, s. 1 (1); O. Reg. 47/13, s. 1; O. Reg. 366/18, s. 1 (1, 2).

(2) For the purposes of this Regulation, every highway or part of a highway under the jurisdiction of a municipality in Ontario is classified in the Table to this section as a Class 1, Class 2, Class 3, Class 4, Class 5 or Class 6 highway, based on the speed limit applicable to it and the average daily traffic on it. O. Reg. 239/02, s. 1 (2); O. Reg. 366/18, s. 1 (3).

(3) For the purposes of subsection (2) and the Table to this section, the average daily traffic on a highway or part of a highway under municipal jurisdiction shall be determined,

- (a) by counting and averaging the daily two-way traffic on the highway or part of the highway; or
- (b) by estimating the average daily two-way traffic on the highway or part of the highway. O. Reg. 239/02, s. 1 (3); O. Reg. 23/10, s. 1 (2); O. Reg. 366/18, s. 1 (3).

(4) For the purposes of this Regulation, unless otherwise indicated in a provision of this Regulation, a municipality is deemed to be aware of a fact if, in the absence of actual

knowledge of the fact, circumstances are such that the municipality ought reasonably to be aware of the fact. O. Reg. 366/18, s. 1 (4).

TABLE  
CLASSIFICATION OF HIGHWAYS

Column 1 Average Daily Traffic (number of motor vehicles)	Column 2 91 - 100 km/h km/h speed limit	Column 3 81 - 90 km/h speed limit	Column 4 71 - 80 km/h speed limit	Column 5 61 - 70 km/h speed limit	Column 6 51 - 60 km/h speed limit	Column 7 41 - 50 km/h speed limit	Column 8 1 - 40 km/h speed limit
53,000 or more	1	1	1	1	1	1	1
23,000 - 52,999	1	1	1	2	2	2	2
15,000 - 22,999	1	1	2	2	2	3	3
12,000 - 14,999	1	1	2	2	2	3	3
10,000 - 11,999	1	1	2	2	3	3	3
8,000 - 9,999	1	1	2	3	3	3	3
6,000 - 7,999	1	2	2	3	3	4	4
5,000 - 5,999	1	2	2	3	3	4	4

4,000 - 4,999	1	2	3	3	3	4	4
3,000 - 3,999	1	2	3	3	3	4	4
2,000 - 2,999	1	2	3	3	4	5	5
1,000 - 1,999	1	3	3	3	4	5	5
500 - 999	1	3	4	4	4	5	5
200 - 499	1	3	4	4	5	5	6
50 - 199	1	3	4	5	5	6	6
0 - 49	1	3	6	6	6	6	6

O. Reg. 366/18, s. 1 (5).

## Application

**2.** (1) This Regulation sets out the minimum standards of repair for highways under municipal jurisdiction for the purpose of clause 44 (3) (c) of the Act. O. Reg. 288/03, s. 1.

(2) REVOKED: O. Reg. 23/10, s. 2.

(3) This Regulation does not apply to Class 6 highways. O. Reg. 239/02, s. 2 (3).

## Purpose

**2.1** The purpose of this Regulation is to clarify the scope of the statutory defence available to a municipality under clause 44 (3) (c) of the Act by establishing maintenance standards which are non-prescriptive as to the methods or materials to be used in complying with the standards but instead describe a desired outcome. O. Reg. 366/18, s. 2.

## MAINTENANCE STANDARDS

## Patrolling

**3.** (1) The standard for the frequency of patrolling of highways to check for conditions described in this Regulation is set out in the Table to this section. O. Reg. 23/10, s. 3 (1); O. Reg. 366/18, s. 3 (2).

(2) If it is determined by the municipality that the weather monitoring referred to in section 3.1 indicates that there is a substantial probability of snow accumulation on roadways, ice formation on roadways or icy roadways, the standard for patrolling highways is, in addition to that set out in subsection (1), to patrol highways that the municipality selects as representative of its highways, at intervals deemed necessary by the municipality, to check for such conditions. O. Reg. 47/13, s. 2; O. Reg. 366/18, s. 3 (2).

(3) Patrolling a highway consists of observing the highway, either by driving on or by electronically monitoring the highway, and may be performed by persons responsible for patrolling highways or by persons responsible for or performing highway maintenance activities. O. Reg. 23/10, s. 3 (1).

(4) This section does not apply in respect of the conditions described in section 10, subsections 11 (0.1) and 12 (1) and section 16.1, 16.2, 16.3 or 16.4. O. Reg. 23/10, s. 3 (1); O. Reg. 366/18, s. 3 (3).

TABLE  
PATROLLING FREQUENCY

Class of Highway	Patrolling Frequency
1	3 times every 7 days
2	2 times every 7 days
3	once every 7 days
4	once every 14 days
5	once every 30 days

O. Reg. 239/02, s. 3, Table; O. Reg. 23/10, s. 3 (2).

## Weather monitoring

**3.1** (1) From October 1 to April 30, the standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or three times per calendar day,

whichever is more frequent, at intervals determined by the municipality. O. Reg. 47/13, s. 3; O. Reg. 366/18, s. 4.

(2) From May 1 to September 30, the standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once per calendar day. O. Reg. 47/13, s. 3; O. Reg. 366/18, s. 4.

## **Snow accumulation, roadways**

**4. (1)** Subject to section 4.1, the standard for addressing snow accumulation on roadways is,

(a) after becoming aware of the fact that the snow accumulation on a roadway is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and

(b) after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table within the time set out in the Table,

(i) to provide a minimum lane width of the lesser of three metres for each lane or the actual lane width, or

(ii) on a Class 4 or Class 5 highway with two lanes, to provide a total width of at least five metres. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (1).

(2) If the depth of snow accumulation on a roadway is less than or equal to the depth set out in the Table to this section, the roadway is deemed to be in a state of repair with respect to snow accumulation. O. Reg. 47/13, s. 4.

(3) For the purposes of this section, the depth of snow accumulation on a roadway and, if applicable, lane width under clause (1) (b), may be determined in accordance with subsection (4) by a municipal employee, agent or contractor, whose duties or responsibilities include one or more of the following:

1. Patrolling highways.

2. Performing highway maintenance activities.

3. Supervising staff who perform activities described in paragraph 1 or 2. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (2).

(4) The depth of snow accumulation on a roadway and lane width may be determined by,

(a) performing an actual measurement;

(b) monitoring the weather; or

(c) performing a visual estimate. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (3).

(5) For the purposes of this section, addressing snow accumulation on a roadway includes,

- (a) plowing the roadway;
- (b) salting the roadway;
- (c) applying abrasive materials to the roadway;
- (d) applying other chemical or organic agents to the roadway;
- (e) any combination of the methods described in clauses (a) to (d). O. Reg. 366/18, s. 5 (4).

(6) This section does not apply to that portion of the roadway,

- (a) designated for parking;
- (b) consisting of a bicycle lane or other bicycle facility; or
- (d) used by a municipality for snow storage. O. Reg. 366/18, s. 5 (4).

TABLE  
SNOW ACCUMULATION - ROADWAYS

Class of Highway	Depth	Time
1	2.5 cm	4 hours
2	5 cm	6 hours
3	8 cm	12 hours
4	8 cm	16 hours
5	10 cm	24 hours

O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (5).

## **Snow accumulation on roadways, significant weather event**

**4.1** (1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on roadways until the declaration of the end of the significant weather event is,

- (a) to monitor the weather in accordance with section 3.1; and

(b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on roadways, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 7.

(2) If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to snow accumulation until the applicable time in the Table to section 4 expires following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 7.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

(a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and

(b) address snow accumulation on roadways in accordance with section 4. O. Reg. 366/18, s. 7.

## **Snow accumulation, bicycle lanes**

**4.2** (1) Subject to section 4.3, the standard for addressing snow accumulation on bicycle lanes is,

(a) after becoming aware of the fact that the snow accumulation on a bicycle lane is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and

(b) after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table to this section to provide a minimum bicycle lane width of the lesser of 1 metre or the actual bicycle lane width. O. Reg. 366/18, s. 7.

(2) If the depth of snow accumulation on a bicycle lane is less than or equal to the depth set out in the Table to this section, the bicycle lane is deemed to be in a state of repair in respect of snow accumulation. O. Reg. 366/18, s. 7.

(3) For the purposes of this section, the depth of snow accumulation on a bicycle lane and, if applicable, lane width under clause (1) (b), may be determined in the same manner as set out in subsection 4 (4) and by the persons mentioned in subsection 4 (3), with necessary modifications. O. Reg. 366/18, s. 7.

(4) For the purposes of this section, addressing snow accumulation on a bicycle lane includes,

(a) plowing the bicycle lane;

(b) salting the bicycle lane;

- (c) applying abrasive materials to the bicycle lane;
- (d) applying other chemical or organic agents to the bicycle lane;
- (e) sweeping the bicycle lane; or
- (f) any combination of the methods described in clauses (a) to (e). O. Reg. 366/18, s. 7.

TABLE  
SNOW ACCUMULATION – BICYCLE LANES

Column 1 Class of Highway or Adjacent Highway	Column 2 Depth	Column 3 Time
1	2.5 cm	8 hours
2	5 cm	12 hours
3	8 cm	24 hours
4	8 cm	24 hours
5	10 cm	24 hours

O. Reg. 366/18, s. 7.

### **Snow accumulation on bicycle lanes, significant weather event**

**4.3 (1)** If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on bicycle lanes until the declaration of the end of the significant weather event is,

- (a) to monitor the weather in accordance with section 3.1; and
- (b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on bicycle lanes, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 7.

(2) If the municipality complies with subsection (1), all bicycle lanes within the municipality are deemed to be in a state of repair with respect to snow accumulation until the applicable time in the Table to section 4.2 expires following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 7.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

- (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
- (b) address snow accumulation on bicycle lanes in accordance with section 4.2. O. Reg. 366/18, s. 7.

## **Ice formation on roadways and icy roadways**

**5.** (1) The standard for the prevention of ice formation on roadways is doing the following in the 24-hour period preceding an alleged formation of ice on a roadway:

1. Monitor the weather in accordance with section 3.1.
2. Patrol in accordance with section 3.
3. If the municipality determines, as a result of its activities under paragraph 1 or 2, that there is a substantial probability of ice forming on a roadway, treat the roadway, if practicable, to prevent ice formation within the time set out in Table 1 to this section, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. O. Reg. 366/18, s. 8.

(2) If the municipality meets the standard set out in subsection (1) and, despite such compliance, ice forms on a roadway, the roadway is deemed to be in a state of repair until the applicable time set out in Table 2 to this section expires after the municipality becomes aware of the fact that the roadway is icy. O. Reg. 366/18, s. 8.

(3) Subject to section 5.1, the standard for treating icy roadways is to treat the icy roadway within the time set out in Table 2 to this section, and an icy roadway is deemed to be in a state of repair until the applicable time set out in Table 2 to this section expires after the municipality becomes aware of the fact that a roadway is icy. O. Reg. 366/18, s. 8.

(4) For the purposes of this section, treating a roadway means applying material to the roadway, including but not limited to, salt, sand or any combination of salt and sand. O. Reg. 366/18, s. 8.

(5) For greater certainty, this section applies in respect of ice formation on bicycle lanes on a roadway, but does not apply to other types of bicycle facilities. O. Reg. 366/18, s. 8.

**TABLE 1**  
**ICE FORMATION PREVENTION**

Class of Highway	Time
1	6 hours

2	8 hours
3	16 hours
4	24 hours
5	24 hours

O. Reg. 366/18, s. 8.

TABLE 2  
TREATMENT OF ICY ROADWAYS

Class of Highway	Time
1	3 hours
2	4 hours
3	8 hours
4	12 hours
5	16 hours

O. Reg. 366/18, s. 8.

## Icy roadways, significant weather event

**5.1** (1) If a municipality declares a significant weather event relating to ice, the standard for treating icy roadways until the declaration of the end of the significant weather event is,

- (a) to monitor the weather in accordance with section 3.1; and
- (b) if deemed practicable by the municipality, to deploy resources to treat icy roadways, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 8.

(2) If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to any ice which forms or may be present until the applicable time in Table 2 to section 5 expires after the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 8.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

- (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
- (b) treat icy roadways in accordance with section 5. O. Reg. 366/18, s. 8.

## Potholes

**6.** (1) If a pothole exceeds both the surface area and depth set out in Table 1, 2 or 3 to this section, as the case may be, the standard is to repair the pothole within the time set out in Table 1, 2 or 3, as appropriate, after becoming aware of the fact. O. Reg. 239/02, s. 6 (1); O. Reg. 366/18, s. 8 (1).

(1.1) For the purposes of this section, the surface area and depth of a pothole may be determined in accordance with subsections (1.2) and (1.3), as applicable, by a municipal employee, agent or contractor whose duties or responsibilities include one or more of the following:

1. Patrolling highways.
2. Performing highway maintenance activities.
3. Supervising staff who perform activities described in paragraph 1 or 2. O. Reg. 366/18, s. 8 (2).

(1.2) The depth and surface area of a pothole may be determined by,

- (a) performing an actual measurement; or
- (b) performing a visual estimate. O. Reg. 366/18, s. 8 (2).

(1.3) For the purposes of this section, the surface area of a pothole does not include any area that is merely depressed and not yet broken fully through the surface of the roadway. O. Reg. 366/18, s. 8 (2).

(2) A pothole is deemed to be in a state of repair if its surface area or depth is less than or equal to that set out in Table 1, 2 or 3, as appropriate. O. Reg. 239/02, s. 6 (2); O. Reg. 47/13, s. 6.

TABLE 1  
POTHOLES ON PAVED SURFACE OF ROADWAY

Class of Highway	Surface Area	Depth	Time
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1	600 cm <sup>2</sup>	8 cm	4 days
2	800 cm <sup>2</sup>	8 cm	4 days
3	1000 cm <sup>2</sup>	8 cm	7 days
4	1000 cm <sup>2</sup>	8 cm	14 days
5	1000 cm <sup>2</sup>	8 cm	30 days

O. Reg. 239/02, s. 6, Table 1.

TABLE 2  
POTHOLE ON NON-PAVED SURFACE OF ROADWAY

Class of Highway	Surface Area	Depth	Time
3	1500 cm <sup>2</sup>	8 cm	7 days
4	1500 cm <sup>2</sup>	10 cm	14 days
5	1500 cm <sup>2</sup>	12 cm	30 days

O. Reg. 239/02, s. 6, Table 2.

TABLE 3  
POTHOLE ON PAVED OR NON-PAVED SURFACE OF SHOULDER

Class of Highway	Surface Area	Depth	Time
1	1500 cm <sup>2</sup>	8 cm	7 days
2	1500 cm <sup>2</sup>	8 cm	7 days
3	1500 cm <sup>2</sup>	8 cm	14 days
4	1500 cm <sup>2</sup>	10 cm	30 days

5	1500 cm <sup>2</sup>	12 cm	60 days
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O. Reg. 239/02, s. 6, Table 3.

## Shoulder drop-offs

**7.** (1) If a shoulder drop-off is deeper than 8 cm, for a continuous distance of 20 metres or more, the standard is to repair the shoulder drop-off within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 9 (1).

(2) A shoulder drop-off is deemed to be in a state of repair if its depth is less than 8 cm. O. Reg. 366/18, s. 9 (1).

(3) In this section,

“shoulder drop-off” means the vertical differential, where the paved surface of the roadway is higher than the surface of the shoulder, between the paved surface of the roadway and the paved or non-paved surface of the shoulder. O. Reg. 239/02, s. 7 (3).

TABLE  
SHOULDER DROP-OFFS

Class of Highway	Time
1	4 days
2	4 days
3	7 days
4	14 days
5	30 days

O. Reg. 366/18, s. 9 (2).

## Cracks

**8.** (1) If a crack on the paved surface of a roadway is greater than 5 cm wide and 5 cm deep for a continuous distance of three metres or more, the standard is to repair the crack within

the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 10 (1).

(2) A crack is deemed to be in a state of repair if its width or depth is less than or equal to 5 cm. O. Reg. 366/18, s. 10 (1).

TABLE  
CRACKS

Column 1 Class of Highway	Column 2 Time
1	30 days
2	30 days
3	60 days
4	180 days
5	180 days

O. Reg. 366/18, s. 10 (2).

## Debris

**9.** (1) If there is debris on a roadway, the standard is to deploy resources, as soon as practicable after becoming aware of the fact, to remove the debris. O. Reg. 239/02, s. 9 (1); O. Reg. 366/18, s. 11.

(2) In this section,

“debris” means any material (except snow, slush or ice) or object on a roadway,

- (a) that is not an integral part of the roadway or has not been intentionally placed on the roadway by a municipality, and
- (b) that is reasonably likely to cause damage to a motor vehicle or to injure a person in a motor vehicle. O. Reg. 239/02, s. 9 (2); O. Reg. 47/13, s. 9.

## Luminaires

**10. (0.1) REVOKED:** O. Reg. 366/18, s. 12.

(1) The standard for the frequency of inspecting all luminaires to check to see that they are functioning is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 366/18, s. 12.

(2) For conventional illumination, if three or more consecutive luminaires on the same side of a highway are not functioning, the standard is to repair the luminaires within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 12.

(3) For conventional illumination and high mast illumination, if 30 per cent or more of the luminaires on any kilometre of highway are not functioning, the standard is to repair the luminaires within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 12.

(4) Despite subsection (2), for high mast illumination, if all of the luminaires on consecutive poles on the same side of a highway are not functioning, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the luminaires. O. Reg. 366/18, s. 12.

(5) Despite subsections (1), (2) and (3), for conventional illumination and high mast illumination, if more than 50 per cent of the luminaires on any kilometre of a Class 1 highway with a speed limit of 90 kilometres per hour or more are not functioning, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the luminaires. O. Reg. 366/18, s. 12.

(6) Luminaires are deemed to be in a state of repair,

- (a) for the purpose of subsection (2), if the number of non-functioning consecutive luminaires on the same side of a highway does not exceed two;
- (b) for the purpose of subsection (3), if more than 70 per cent of luminaires on any kilometre of highway are functioning;
- (c) for the purpose of subsection (4), if one or more of the luminaires on consecutive poles on the same side of a highway are functioning;
- (d) for the purpose of subsection (5), if more than 50 per cent of luminaires on any kilometre of highway are functioning. O. Reg. 366/18, s. 12.

(7) In this section,

“conventional illumination” means lighting, other than high mast illumination, where there are one or more luminaires per pole;

“high mast illumination” means lighting where there are three or more luminaires per pole and the height of the pole exceeds 20 metres;

"luminaire" means a complete lighting unit consisting of,

- (a) a lamp, and
- (b) parts designed to distribute the light, to position or protect the lamp and to connect the lamp to the power supply. O. Reg. 239/02, s. 10 (7).

TABLE  
LUMINAIRES

Class of Highway	Time
1	7 days
2	7 days
3	14 days
4	14 days
5	14 days

O. Reg. 239/02, s. 10, Table.

## Signs

**11.** (0.1) The standard for the frequency of inspecting signs of a type listed in subsection (2) to check to see that they meet the retro-reflectivity requirements of the Ontario Traffic Manual is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 7 (1); O. Reg. 47/13, s. 11 (1); O. Reg. 366/18, s. 13.

(0.2) A sign that has been inspected in accordance with subsection (0.1) is deemed to be in a state of repair with respect to the retro-reflectivity requirements of the Ontario Traffic Manual until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the sign has ceased to meet these requirements. O. Reg. 47/13, s. 11 (2).

(1) If any sign of a type listed in subsection (2) is illegible, improperly oriented, obscured or missing, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair or replace the sign. O. Reg. 239/02, s. 11 (1); O. Reg. 23/10, s. 7 (2); O. Reg. 366/18, s. 13.

(2) This section applies to the following types of signs:

1. Checkerboard.
2. Curve sign with advisory speed tab.
3. Do not enter.
  - 3.1 Load Restricted Bridge.
  - 3.2 Low Bridge.
  - 3.3 Low Bridge Ahead.
4. One Way.
5. School Zone Speed Limit.
6. Stop.
7. Stop Ahead.
8. Stop Ahead, New.
9. Traffic Signal Ahead, New.
10. Two-Way Traffic Ahead.
11. Wrong Way.
12. Yield.
13. Yield Ahead.
14. Yield Ahead, New. O. Reg. 239/02, s. 11 (2); O. Reg. 23/10, s. 7 (3).

## **Regulatory or warning signs**

**12.** (1) The standard for the frequency of inspecting regulatory signs or warning signs to check to see that they meet the retro-reflectivity requirements of the Ontario Traffic Manual is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 8; O. Reg. 47/13, s. 12 (1); O. Reg. 366/18, s. 13.

(1.1) A regulatory sign or warning sign that has been inspected in accordance with subsection (1) is deemed to be in a state of repair with respect to the retro-reflectivity requirements of the Ontario Traffic Manual until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the sign has ceased to meet these requirements. O. Reg. 47/13, s. 12 (2).

(2) If a regulatory sign or warning sign is illegible, improperly oriented, obscured or missing, the standard is to repair or replace the sign within the time set out in the Table to this section

after becoming aware of the fact. O. Reg. 23/10, s. 8; O. Reg. 366/18, s. 13.

(3) In this section,

“regulatory sign” and “warning sign” have the same meanings as in the Ontario Traffic Manual, except that they do not include a sign listed in subsection 11 (2) of this Regulation. O. Reg. 23/10, s. 8.

TABLE  
REGULATORY AND WARNING SIGNS

Class of Highway	Time
1	7 days
2	14 days
3	21 days
4	30 days
5	30 days

O. Reg. 239/02, s. 12, Table.

## Traffic control signal systems

**13.** (1) If a traffic control signal system is defective in any way described in subsection (2), the standard is to deploy resources as soon as practicable after becoming aware of the defect to repair the defect or replace the defective component of the traffic control signal system. O. Reg. 239/02, s. 13 (1); O. Reg. 366/18, s. 13.

(2) This section applies if a traffic control signal system is defective in any of the following ways:

1. One or more displays show conflicting signal indications.
2. The angle of a traffic control signal or pedestrian control indication has been changed in such a way that the traffic or pedestrian facing it does not have clear visibility of the information conveyed or that it conveys confusing information to traffic or pedestrians facing other directions.

3. A phase required to allow a pedestrian or vehicle to safely travel through an intersection fails to occur.
4. There are phase or cycle timing errors interfering with the ability of a pedestrian or vehicle to safely travel through an intersection.
5. There is a power failure in the traffic control signal system.
6. The traffic control signal system cabinet has been displaced from its proper position.
7. There is a failure of any of the traffic control signal support structures.
8. A signal lamp or a pedestrian control indication is not functioning.
9. Signals are flashing when flashing mode is not a part of the normal signal operation.

O. Reg. 239/02, s. 13 (2).

(3) Despite subsection (1) and paragraph 8 of subsection (2), if the posted speed of all approaches to the intersection or location of the non-functioning signal lamp or pedestrian control indication is less than 80 kilometres per hour and the signal that is not functioning is a green or a pedestrian "walk" signal, the standard is to repair or replace the defective component by the end of the next business day. O. Reg. 239/02, s. 13 (3); O. Reg. 366/18, s. 13.

(4) In this section and section 14,

"cycle" means a complete sequence of traffic control indications at a location;

"display" means the illuminated and non-illuminated signals facing the traffic;

"indication" has the same meaning as in the *Highway Traffic Act*;

"phase" means a part of a cycle from the time where one or more traffic directions receive a green indication to the time where one or more different traffic directions receive a green indication;

"power failure" means a reduction in power or a loss in power preventing the traffic control signal system from operating as intended;

"traffic control signal" has the same meaning as in the *Highway Traffic Act*;

"traffic control signal system" has the same meaning as in the *Highway Traffic Act*. O. Reg. 239/02, s. 13 (4).

## **Traffic control signal system sub-systems**

**14.** (1) The standard is to inspect, test and maintain the following traffic control signal system sub-systems once per calendar year, with each inspection taking place not more than 16

months from the previous inspection:

1. The display sub-system, consisting of traffic signal and pedestrian crossing heads, physical support structures and support cables.
2. The traffic control sub-system, including the traffic control signal cabinet and internal devices such as timer, detection devices and associated hardware, but excluding conflict monitors.
3. The external detection sub-system, consisting of detection sensors for all vehicles, including emergency and railway vehicles and pedestrian push- buttons. O. Reg. 239/02, s. 14 (1); O. Reg. 47/13, s. 13 (1); O. Reg. 366/18, s. 13.

(1.1) A traffic control signal system sub-system that has been inspected, tested and maintained in accordance with subsection (1) is deemed to be in a state of repair until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the traffic control signal system sub-system has ceased to be in a state of repair. O. Reg. 47/13, s. 13 (2).

(2) The standard is to inspect, test and maintain conflict monitors every five to seven months and at least twice per calendar year. O. Reg. 239/02, s. 14 (2); O. Reg. 47/13, s. 13 (3); O. Reg. 366/18, s. 13.

(2.1) A conflict monitor that has been inspected, tested and maintained in accordance with subsection (2) is deemed to be in a state of repair until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the conflict monitor has ceased to be in a state of repair. O. Reg. 47/13, s. 13 (4).

(3) In this section,

“conflict monitor” means a device that continually checks for conflicting signal indications and responds to a conflict by emitting a signal. O. Reg. 239/02, s. 14 (3).

## **Bridge deck spalls**

**15.** (1) If a bridge deck spall exceeds both the surface area and depth set out in the Table to this section, the standard is to repair the bridge deck spall within the time set out in the Table after becoming aware of the fact. O. Reg. 239/02, s. 15 (1); O. Reg. 366/18, s. 13.

(2) A bridge deck spall is deemed to be in a state of repair if its surface area or depth is less than or equal to that set out in the Table. O. Reg. 239/02, s. 15 (2); O. Reg. 47/13, s. 14.

(3) In this section,

“bridge deck spall” means a cavity left by one or more fragments detaching from the paved surface of the roadway or shoulder of a bridge. O. Reg. 239/02, s. 15 (3).

**TABLE**  
**BRIDGE DECK SPALLS**

Class of Highway	Surface Area	Depth	Time
1	600 cm <sup>2</sup>	8 cm	4 days
2	800 cm <sup>2</sup>	8 cm	4 days
3	1,000 cm <sup>2</sup>	8 cm	7 days
4	1,000 cm <sup>2</sup>	8 cm	7 days
5	1,000 cm <sup>2</sup>	8 cm	7 days

O. Reg. 239/02, s. 15, Table.

## **Roadway surface discontinuities**

**16.** (1) If a surface discontinuity on a roadway, other than a surface discontinuity on a bridge deck, exceeds the height set out in the Table to this section, the standard is to repair the surface discontinuity within the time set out in the Table after becoming aware of the fact. O. Reg. 23/10, s. 9; O. Reg. 366/18, s. 13.

(1.1) A surface discontinuity on a roadway, other than a surface discontinuity on a bridge deck, is deemed to be in a state of repair if its height is less than or equal to the height set out in the Table to this section. O. Reg. 47/13, s. 15.

(2) If a surface discontinuity on a bridge deck exceeds five centimetres, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the surface discontinuity on the bridge deck. O. Reg. 23/10, s. 9; O. Reg. 366/18, s. 13.

(2.1) A surface discontinuity on a bridge deck is deemed to be in a state of repair if its height is less than or equal to five centimetres. O. Reg. 47/13, s. 15.

(3) In this section,

“surface discontinuity” means a vertical discontinuity creating a step formation at joints or cracks in the paved surface of the roadway, including bridge deck joints, expansion joints and approach slabs to a bridge. O. Reg. 23/10, s. 9.

**TABLE**  
**SURFACE DISCONTINUITIES**

Class of Highway	Height	Time
1	5 cm	2 days
2	5 cm	2 days
3	5 cm	7 days
4	5 cm	21 days
5	5 cm	21 days

O. Reg. 239/02, s. 16, Table.

## **Sidewalk surface discontinuities**

**16.1** (1) The standard for the frequency of inspecting sidewalks to check for surface discontinuity is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 10; O. Reg. 47/13, s. 16 (1); O. Reg. 366/18, s. 13.

(1.1) A sidewalk that has been inspected in accordance with subsection (1) is deemed to be in a state of repair with respect to any surface discontinuity until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge of the presence of a surface discontinuity in excess of two centimetres. O. Reg. 47/13, s. 16 (2).

(2) If a surface discontinuity on or within a sidewalk exceeds two centimetres, the standard is to treat the surface discontinuity within 14 days after acquiring actual knowledge of the fact. O. Reg. 366/18, s. 14.

(2.1) REVOKED: O. Reg. 366/18, s. 14.

(3) A surface discontinuity on or within a sidewalk is deemed to be in a state of repair if it is less than or equal to two centimetres. O. Reg. 366/18, s. 14.

(4) For the purpose of subsection (2), treating a surface discontinuity on or within a sidewalk means taking reasonable measures to protect users of the sidewalk from the discontinuity,

including making permanent or temporary repairs, alerting users' attention to the discontinuity or preventing access to the area of discontinuity. O. Reg. 366/18, s. 14.

(5) In this section,

"surface discontinuity" means a vertical discontinuity creating a step formation at any joint or crack in the surface of the sidewalk or any vertical height difference between a utility appurtenance found on or within the sidewalk and the surface of the sidewalk. O. Reg. 366/18, s. 14.

## **Encroachments, area adjacent to sidewalk**

**16.2** (1) The standard for the frequency of inspecting an area adjacent to a sidewalk to check for encroachments is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 366/18, s. 15.

(2) The area adjacent to a sidewalk that has been inspected in accordance with subsection (1) is deemed to be in a state of repair in respect of any encroachment present. O. Reg. 366/18, s. 15.

(3) For greater certainty, the area adjacent to a sidewalk begins at the outer edges of a sidewalk and ends at the lesser of the limit of the highway, the back edge of a curb if there is a curb and a maximum of 45 cm. O. Reg. 366/18, s. 15.

(4) The area adjacent to a sidewalk is deemed to be in a state of repair in respect of any encroachment present unless the encroachment is determined by a municipality to be highly unusual given its character and location or to constitute a significant hazard to pedestrians. O. Reg. 366/18, s. 15.

(5) If a municipality determines that an encroachment is highly unusual given its character and location or constitutes a significant hazard to pedestrians, the standard is to treat the encroachment within 28 days after making such a determination, and the encroachment is deemed in a state of repair for 28 days from the time of the determination by the municipality. O. Reg. 366/18, s. 15.

(6) For the purpose of subsection (4), treating an encroachment means taking reasonable measures to protect users, including making permanent or temporary repairs, alerting users' attention to the encroachment or preventing access to the area of the encroachment. O. Reg. 366/18, s. 15.

## **Snow accumulation on sidewalks**

**16.3** (1) Subject to section 16.4, the standard for addressing snow accumulation on a sidewalk after the snow accumulation has ended is,

- a) to reduce the snow to a depth less than or equal to 8 centimetres within 48 hours; and
- b) to provide a minimum sidewalk width of 1 metre. O. Reg. 366/18, s. 15.

(2) If the depth of snow accumulation on a sidewalk is less than or equal to 8 centimetres, the sidewalk is deemed to be in a state of repair in respect of snow accumulation. O. Reg. 366/18, s. 15.

(3) If the depth of snow accumulation on a sidewalk exceeds 8 centimetres while the snow continues to accumulate, the sidewalk is deemed to be in a state of repair with respect to snow accumulation, until 48 hours after the snow accumulation ends. O. Reg. 366/18, s. 15.

(4) For the purposes of this section, the depth of snow accumulation on a sidewalk may be determined in the same manner as set out in subsection 4 (4) and by the persons mentioned in subsection 4 (3) with necessary modifications. O. Reg. 366/18, s. 15.

(5) For the purposes of this section, addressing snow accumulation on a sidewalk includes,

- (a) plowing the sidewalk;
- (b) salting the sidewalk;
- (c) applying abrasive materials to the sidewalk;
- (d) applying other chemical or organic agents to the sidewalk; or
- (e) any combination of the methods described in clauses (a) to (d). O. Reg. 366/18, s. 15.

## **Snow accumulation on sidewalks, significant weather event**

**16.4** (1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on sidewalks until the declaration of the end of the significant weather event is,

- (a) to monitor the weather in accordance with section 3.1; and
- (b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on sidewalks starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 15.

(2) If the municipality complies with subsection (1), all sidewalks within the municipality are deemed to be in a state of repair with respect to any snow present until 48 hours following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 15.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

- (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
- (b) address snow accumulation on sidewalks in accordance with section 16.3. O. Reg. 366/18, s. 15.

## **Ice formation on sidewalks and icy sidewalks**

**16.5** (1) Subject to section 16.6, the standard for the prevention of ice formation on sidewalks is to,

- (a) monitor the weather in accordance with section 3.1 in the 24-hour period preceding an alleged formation of ice on a sidewalk; and
- (b) treat the sidewalk if practicable to prevent ice formation or improve traction within 48 hours if the municipality determines that there is a substantial probability of ice forming on a sidewalk, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. O. Reg. 366/18, s. 15.

(2) If ice forms on a sidewalk even though the municipality meets the standard set out in subsection (1), the sidewalk is deemed to be in a state of repair in respect of ice until 48 hours after the municipality first becomes aware of the fact that the sidewalk is icy. O. Reg. 366/18, s. 15.

(3) The standard for treating icy sidewalks after the municipality becomes aware of the fact that a sidewalk is icy is to treat the icy sidewalk within 48 hours, and an icy sidewalk is deemed to be in a state of repair for 48 hours after it has been treated. O. Reg. 366/18, s. 15.

(4) For the purposes of this section, treating a sidewalk means applying materials including salt, sand or any combination of salt and sand to the sidewalk. O. Reg. 366/18, s. 15.

## **Icy sidewalks, significant weather event**

**16.6** (1) If a municipality declares a significant weather event relating to ice, the standard for addressing ice formation or ice on sidewalks until the declaration of the end of the significant weather event is,

- (a) to monitor the weather in accordance with section 3.1; and
- (b) if deemed practicable by the municipality, to deploy resources to treat the sidewalks to prevent ice formation or improve traction, or treat the icy sidewalks, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 15.

(2) If the municipality complies with subsection (1), all sidewalks within the municipality are deemed to be in a state of repair with respect to any ice which forms or is present until 48

hours after the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 15.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

- (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
- (b) address the prevention of ice formation on sidewalks or treat icy sidewalks in accordance with section 16.5. O. Reg. 366/18, s. 15.

## **Winter sidewalk patrol**

**16.7** (1) If it is determined by the municipality that the weather monitoring referred to in section 3.1 indicates that there is a substantial probability of snow accumulation on sidewalks in excess of 8 cm, ice formation on sidewalks or icy sidewalks, the standard for patrolling sidewalks is to patrol sidewalks that the municipality selects as representative of its sidewalks at intervals deemed necessary by the municipality. O. Reg. 366/18, s. 15.

(2) Patrolling a sidewalk consists of visually observing the sidewalk, either by driving by the sidewalk on the adjacent roadway or by driving or walking on the sidewalk or by electronically monitoring the sidewalk, and may be performed by persons responsible for patrolling roadways or sidewalks or by persons responsible for or performing roadway or sidewalk maintenance activities. O. Reg. 366/18, s. 15.

## **Closure of a highway**

**16.8** (1) When a municipality closes a highway or part of a highway pursuant to its powers under the Act, the highway is deemed to be in a state of repair in respect of all conditions described in this Regulation from the time of the closure until the highway is re-opened by the municipality. O. Reg. 366/18, s. 15.

(2) For the purposes of subsection (1), a highway or part of a highway is closed on the earlier of,

- (a) when a municipality passes a by-law to close the highway or part of the highway; and
- (b) when a municipality has taken such steps as it determines necessary to temporarily close the highway or part of a highway. O. Reg. 366/18, s. 15.

## **Declaration of significant weather event**

**16.9.** A municipality declaring the beginning of a significant weather event or declaring the end of a significant weather event under this Regulation shall do so in one or more of the

following ways:

1. By posting a notice on the municipality's website.
2. By making an announcement on a social media platform, such as Facebook or Twitter.
3. By sending a press release or similar communication to internet, newspaper, radio or television media.
4. By notification through the municipality's police service.
5. By any other notification method required in a by-law of the municipality. O. Reg. 366/18, s. 15.

#### REVIEW OF REGULATION

### Review

**17.** (1) The Minister of Transportation shall conduct a review of this Regulation and Ontario Regulation 612/06 (Minimum Maintenance Standards for Highways in the City of Toronto) made under the *City of Toronto Act, 2006* every five years. O. Reg. 613/06, s. 2.

(2) Despite subsection (1), the first review after the completion of the review started before the end of 2007 shall be started five years after the day Ontario Regulation 23/10 is filed. O. Reg. 23/10, s. 11.

**18.** OMITTED (PROVIDES FOR COMING INTO FORCE OF PROVISIONS OF THIS REGULATION). O. Reg. 239/02, s. 18.

# RATING BY-LAW

*Tile Drainage Act, R.S.O. 1990, c. T.8, s.8*

THE CORPORATION OF THE  
Municipality of Powassan  
BYLAW NUMBER 2026-01

A bylaw imposing special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*.

WHEREAS owners of land in the municipality have applied to the council under the *Tile Drainage Act* for loans for the purpose of constructing subsurface drainage works on such land;

AND WHEREAS the council has, upon their application, lent the owners the total sum of \$50,000.00 to be repaid with interest by means of rates hereinafter imposed;

The council, pursuant to the *Tile Drainage Act*, enacts as follows:

1. That annual rates as set out in the Schedule 'A' attached hereto are hereby imposed upon such land as described for a period of ten years, such rates shall have priority lien status, and shall be levied and collected in the same manner as taxes.

First Reading 2026-Jan-06  
yyyy/mm/dd

Second Reading 2026-Jan-06  
yyyy/mm/dd

Provisionally adopted this 06 day of January, 2026

Peter McIsaac \_\_\_\_\_ Signature  
Name of Head of Council

Allison Quinn \_\_\_\_\_ Signature  
Name of Clerk

Third Reading 2026-Jan-06  
Enacted this 06 day of January, 2026

Peter McIsaac \_\_\_\_\_ Signature  
Name of Head of Council

Corporate Seal

Allison Quinn \_\_\_\_\_ Signature  
Name of Clerk

I, Allison Quinn, Clerk of the Corporation of the Municipality  
of Powassan certify that the above bylaw was  
duly passed by the council of the Corporation and is a true copy thereof.

Corporate Seal

Allison Quinn \_\_\_\_\_ Signature  
Name of Clerk

The Corporation of the Municipality of Powassan  
**Schedule A** to Bylaw Number 2026-01

<b>Property Owner Information*</b>			<b>Description of Land Parcel to Which the Repayment Charge Will be Levied</b>			<b>Proposed date of loan (YYYY-MM-DD)</b>	<b>Sum to be loaned \$</b>	<b>Annual rate to be imposed \$</b>
Markus Wand	0	0	0	Lot:	10111213	Con: 12		
-	-	-	Powassan	ONT	Roll #: 4959	010 001	33100	2026-Feb-01 \$ 50,000.00 \$ 6,793.40
251 Memorial Park Drive	0	0	0	Lot:				
0	0	0	0	Lot:				
-	-	-	-	Roll #:				
0	0	0	0	Lot:				
-	-	-	-	Roll #:				
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-	-	-	-	Roll #:				
0	0	0	0	Lot:				
-	-	-	-	Roll #:				
								<b>TOTAL *</b> \$ 50,000.00 \$ 6,793.40

\* If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer in the last blank space provided. Only the owner(s) of the property may apply for a loan.

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**  
**BYLAW NO. 2026-02**

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Being a Bylaw to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year 2026 and ending December 31, 2026

---

**WHEREAS** Section 407 of the Municipal Act, 2001, as amended, provides authority for a Council by Bylaw to authorize the Head of Council or the Treasurer or both of them to borrow from time to time, such sums as the Council considers necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year; and,

**WHEREAS** the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Municipality, except with the approval of the Municipal Board, is limited by Section 407 of the Municipal Act, 2001;

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

1. That the Head of Council or the Treasurer or both of them are hereby authorized to borrow from time to time during the fiscal year (hereinafter referred to as the current year) such sums as may be necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the current year.
2. That the lender(s) from whom amounts may be borrowed under authority of this Bylaw shall be Scotiabank and such other lender(s) as may be determined from time to time by Bylaw of Council.
3. That the total amount which may be borrowed at any one time under this Bylaw, plus any outstanding amounts of principal borrowed and accrued interest under Section 407 together with the total of any similar borrowings that have not been repaid, shall not exceed, from January 1<sup>st</sup> to September 30<sup>th</sup> of the current year, 50 percent of the total estimated revenues of the Municipality as set out in the budget adopted for the current year, and from October 1<sup>st</sup> to December 31<sup>st</sup> of the current year, 25 percent of the total estimated revenues of the Municipality as set out in the budget adopted for the current year; or \$600,000.00, whichever is less.
4. That the Treasurer shall, at the time when any amount is borrowed under this Bylaw, ensure that the lender is or has been furnished with a certified copy of this Bylaw, a certified copy of the resolution mentioned in Section 2 determining the lender, if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of Section 407 of the Municipal Act that have not been repaid.

5. That if the budget for the current year has not been adopted at the time an amount is borrowed under this Bylaw, the limitation on total borrowing, as set out in Section 3 of this Bylaw, shall be temporarily calculated until such budget is adopted using the estimated revenues of the Municipality as set forth in the budget adopted for the next previous year.
6. That for purposes of this Bylaw, estimated revenues referred to in Section 3, 4, and 5, do not include revenues derivable or derived from, a) any borrowing, including through any issue of debentures; b) a surplus, including arrears of taxes, fees or charges; or c) a transfer from the capital fund, reserve funds or reserves.
7. That the Treasurer be and is hereby authorized and directed to apply in payment of all or any sums borrowed under this Bylaw, together with interest thereon, all or any of the moneys hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and previous years or from any other source, that may be lawfully applied for such purpose.
8. That evidences of indebtedness in respect of borrowings made under Section 1 shall be signed by the Head of the Council or conform to the Treasurer or both of them.
9. That the lender shall not be responsible for establishing the necessity of temporary borrowing under this Bylaw or the manner in which the borrowing is used.
10. That this Bylaw shall take effect on January 1, 2026.

**READ a FIRST and SECOND time and considered READ a THIRD and FINAL time and adopted as such in open Council meeting this the 6<sup>th</sup> day of January 2026, for the immediate wellbeing of the Municipality.**

---

Mayor

---

Clerk

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**  
**BYLAW NO. 2026-03**

---

Being a Bylaw to provide for an interim Tax Levy for 2026

---

**WHEREAS** a local municipality, before the adoption of the estimated for the year under section 317 of the Municipal Act, 2001, S.O. 2001, c.25, may pass a Bylaw levying amounts on the assessment of property in the local municipality ratable for local municipal purposes; and,

**WHEREAS** the amount levied on the property shall not exceed 50 percent of the total amount of taxes for municipal and school purposes levied on the property for the previous year;

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

1. That an interim tax rate be imposed and levied on the whole of the assessment for real property in the following classes according to the last revised assessment roll:

CLASS	RATE
Residential/Farm	0.00737890
Multi-residential	0.01375556
New Multi-Residential	0.00737890
Commercial Occupied	0.01401923
Commercial Vacant Units	0.01113346
Commercial Vacant Land	0.01113346
Commercial New Construction	0.01401923
Industrial Occupied	0.01597478
Industrial Vacant Units	0.01192361
Industrial New Construction	0.01597478
Large Industrial	0.01915173
Large Industrial Excess Land	0.01398862
Pipelines	0.01063011
Aggregate Extraction	0.01197347
Farmlands	0.00184473
Managed Forests	0.00184473
Landfills	0.01912774

2. That the said interim levy shall become due and payable on the **31st day of March, 2026** and nonpayment of the amount on the dates stated in accordance with this section shall constitute default.

3. That a charge of one and one-quarter percent (1 ¼%) shall be imposed as a penalty for non-payment of taxes in accordance with section 345 (2) the Municipal Act, 2001, S.O. 2001, c.25, and shall be added to the amount of taxes due and unpaid, on the first day of default. Therefore after, in accordance with section 345(3) of the Municipal Act, 2001, S.O. 2001, c. 25, interest charges of one and one-quarter percent (1 ¼%) each month of the amount of taxes due and unpaid, shall be imposed for non-payment of taxes not accruing before the first day of default.
4. That the Treasurer may mail or cause the same to be mailed to the resident 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.
5. That the taxes be payable at the Municipality of Powassan, 250 Clark Street, Powassan, Ontario, P0H 1Z0.
6. That this Bylaw shall take effect upon its adoption.

**READ a FIRST and SECOND time and considered READ a THIRD and FINAL time and adopted as such in open Council meeting this the 6<sup>th</sup> day of January 2026, for the immediate wellbeing of the Municipality.**

---

Mayor

---

Clerk



MUNICIPALITY OF POWASSAN

# Lagoon Upgrades Options

Capacity Assessment Report

December 19, 2025

Municipality of Powassan  
250 Clark Street, Box 250  
Powassan, ON  
P0H 1Z0

Attention: Trevor Keefe, Manager of Operations

***Powassan Lagoons Capacity Assessment Report***

Dillon Consulting Limited (Dillon) is pleased to present this Capacity Assessment Report regarding the Powassan Lagoons. This document evaluates current facility performance, forecasts future capacity requirements, and analyzes process alternatives for additional effluent treatment at the lagoons.

Sincerely,

**DILLON CONSULTING LIMITED**

Bander Abou Taka, P.Eng.  
Project Manager

Enclosure(s) or Attachment(s) Appendices A and B

Our file: 25-2044

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# Introduction – Background Review

The Town of Powassan (Powassan) operates a wastewater stabilization lagoon system to treat municipal sewage. The wastewater system consists of a collection and transmission network that directs influent to three stabilization cells located on parts of Lots 17 and 18, Concession XIII, in the Township of Himsworth South.

The facility is operated by the Ontario Clean Water Agency (OCWA) on behalf of the Municipality. It operates under Environmental Compliance Approval (ECA) #7092-9XLLAN (issued June 24, 2015), with a rated design capacity of 940 m<sup>3</sup>/day.

According to the 2021 Census, the Town has a population of approximately 1,241. The municipal sewage collection and treatment system currently serves 427 households, while the remaining residents utilize private on-site sewage systems.

The treatment system utilizes three complete-retention lagoons designed for seasonal discharge to Genessee Creek, eventually reaching the South River and Lake Nipissing.

Cell ID	Description	Surface Area	Depth	Storage Capacity
<b>Cell 1 (North) and Cell 2 (South)</b>	Stabilization Cell	Combined 7.2 ha	1.8 m	140,500 m <sup>3</sup>
<b>Cell 3 (Old)</b>	Original Single Cell	2.83 ha	1.5 m	39,700 m <sup>3</sup>

The lagoons operate on a seasonal basis with two controlled discharge windows:

- Spring Discharge: Commencing after ice cover has melted.
- Fall Discharge: Occurring between October 15 and November 30.

Prior to discharge, pre-sample analysis is conducted to determine the required dosage of ferric sulphate. This batch chemical treatment is utilized to ensure the effluent meets regulatory objectives for Total Phosphorus (TP) and Total Suspended Solids (TSS). There are no significant downstream water users within 3.5 km of the discharge point.

The Wastewater Collection System is classified as Class 2. Gravity mains convey flow to two primary pumping stations (Sewage Lift Stations - SLS), both of which are equipped with continuously monitored alarm systems to notify operators of potential raw sewage bypasses. In the event of a bypass, raw sewage is diverted to Genessee Creek.

Pumping Station No. 1 (Clark Street SLS) is located on Lot 16, Concession XII, approximately 103 m north of Clark Street. The station pumps directly to the lagoon cells. The station consists of:

- Two submersible pumps, each rated at 36.32 L/sec (2,179 L/min) at 6.4 m Total Dynamic Head (TDH).
- A 100-kW emergency generator (operational since 2010).

Pumping Station No. 2 (St. Gregory SLS) is located on Lot 17, approximately 20 m south of Genesee Creek. The station pumps directly to the lagoon cells. The station consists of:

- Two submersible pumps, each rated at 30 L/sec (1,800 L/min) at 15.1 m TDH.
- A 65-kW emergency generator located at the nearby Water Treatment Plant.

Although the annual average daily flow remains within the rated design capacity, the facility has experienced recurring effluent limit exceedances. Consequently, the Municipality of Powassan has retained Dillon to conduct a capacity assessment and planning study.

The primary objectives of this study are to:

1. Evaluate the current operational status of the facility.
2. Project future treatment capacity requirements.
3. Provide a detailed technical analysis of upgrade alternatives to facilitate sustainable long-term wastewater management.

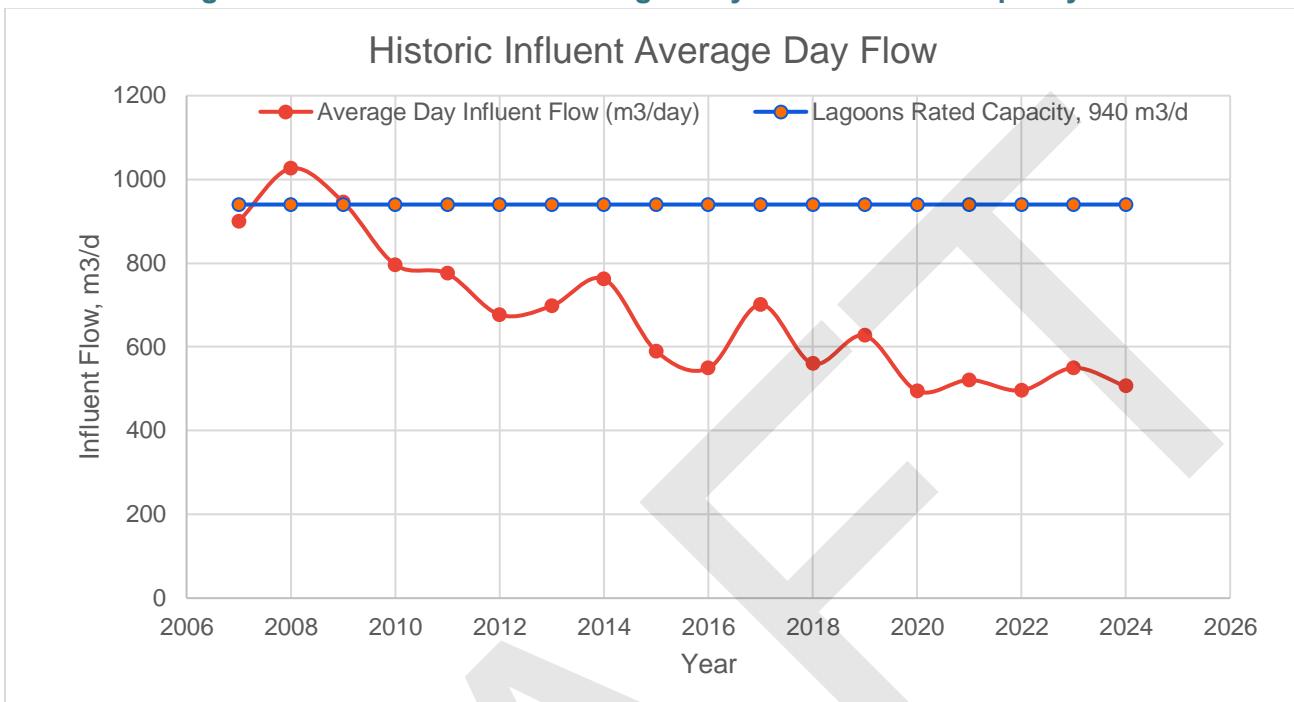
2.0

# Historic Influent Flow Rates

**Table 2.1** summarizes the historic annual influent average flowrate and **Figure 2.1** illustrates the historic annual influent average flowrate trend.

**Table 2.1: Annual Influent Average Daily Flow vs Rated Capacity**

Year	Total Influent Flow (m <sup>3</sup> /year)	Average Daily Influent Flow (m <sup>3</sup> /day)	Maximum Flow (m <sup>3</sup> /day)	% of the Avg. Capacity (940 m <sup>3</sup> /day)
2007	328,365	900	2,040	90%
2008	235,728	1,026	3,106	103%
2009	345,437	946	2,696	95%
2010	288,195	796	1,731	80%
2011	283,219	775	2,364	77%
2012	248,030	677	2,042	68%
2013	254,762	698	2,315	70%
2014	278,009	762	2,860	76%
2015	215,628	590	2,577	59%
2016	200,750	549	2,970	58%
2017	255,702	701	2,588	75%
2018	204,566	560	1,893	60%
2019	228,970	627	2,406	67%
2020	181,033	495	1,497	53%
2021	190,198	521	1,801	55%
2022	180,914	496	1,432	53%
2023	200,720	550	1,896	59%
2024	185,497	506	1,989	54%

**Figure 2.1: Annual Influent Average Daily Flow vs Rated Capacity**

**Figure 2.1** shows a decline trend in the annual influent average day flow of Powassan WWTP. This decline trend could be contributed to one of two: 1- the reduction in population which leads to reduction in the generated wastewater, or 2- the reduction in I&I water that finds its way to the lagoons.

The sewage works operate under a rated capacity of 940 m<sup>3</sup>/day. The system's operation in recent years shows that flows have generally been well below this capacity. The last 5 years average flows are ranging between 52% and 59% of the rated capacity of the lagoons.

The 2006 municipal precipitation data provide a baseline for evaluating the impact of direct rainfall and snowfall on the lagoon system. **Table 2.2** details the monthly breakdown of these values and the total annual volume of water received at the Powassan WWTP Lagoons.

**Table 2.2: Powassan Monthly Rain and Snow Precipitation Data and Estimated Rain and Snow precipitation on the WWTP Lagoons**

Powassan (2006)	Rainfall (mm)	Total Rainfall (m <sup>3</sup> )	Snowfall (cm)	Total Snowfall (m <sup>3</sup> )	Total Snowfall (kg)	Total Snowfall (m <sup>3</sup> ) - Water	Total Monthly Rainfall and Snowfall (m <sup>3</sup> )	Average Daily Rainfall and Snowfall m <sup>3</sup> /d
<b>Jan</b>	14	1,351	45	45,445	4,544,540	4,545	5,896	190.2
<b>Feb</b>	10	981	34	34,334	3,433,430	3,433	4,414	157.7
<b>Mar</b>	31	3,103	28	28,028	2,802,800	2,803	5,906	190.5
<b>Apr</b>	46	4,635	15	15,215	1,521,520	1,522	6,156	205.2
<b>May</b>	75	7,528	2	2,402	240,240	240	7,768	250.6
<b>Jun</b>	89	8,919	0	0	0	0	8,919	297.3
<b>Jul</b>	101	10,110	0	0	0	0	10,110	326.1
<b>Aug</b>	97	9,740	0	0	0	0	9,740	314.2
<b>Sept</b>	112	11,211	0	100	10,010	10	11,221	374
<b>Oct</b>	87	8,709	5	4,605	460,460	460	9,169	295.8
<b>Nov</b>	55	5,455	29	28,729	2,872,870	2,873	8,328	277.6
<b>Dec</b>	20	1,972	40	39,840	3,983,980	3,984	5,956	192.1
<b>Total / Average</b>	736	73,714	199	198,699	19,869,850	19,870	93,583	256.4

During this period, the lagoons received a total of 93,583 m<sup>3</sup> of water from direct precipitation. This total is derived from two primary sources:

- Rainfall: Approximately 73,714 m<sup>3</sup>.
- Snowfall: A total volume of 198,699 m<sup>3</sup> of snow was recorded. Based on an assumed snow density of 100 kg/m<sup>3</sup> (a 10:1 ratio), this is equivalent to 19,870 m<sup>3</sup> of water.

This results in an average daily contribution of 256.4 m<sup>3</sup>/d from precipitation.

Assuming these precipitation levels remain consistent with historical averages, their impact on the 2024 operating conditions is significant as provided in **Table 2.3**.

**Table 2.3: Impact of Precipitation on Lagoons Capacity**

Comparison Metric	Value	% of Total
Influent ADF (2024)	506.0 m <sup>3</sup> /d	—
Precipitation (Direct to Lagoon)	256.4 m <sup>3</sup> /d	50.7% of Influent ADF
Total Combined Flow	762.4 m <sup>3</sup> /d	100%

In this scenario, direct precipitation accounts for 33.6% of the total liquid volume (combined influent and precipitation) received at the lagoons.

### 3.0

## Projected Population Growth

The reported census population of the Town of Powassan as of 2021 is 1,241. Analysis of recent census data indicates that the Town experienced a net population decline, between 2016 and 2021. The historic average day flow ADF presented in **Table 2.1** and the historic ADF trend presented in **Figure 2.1** show decline trend in the historic ADF which highly support the reported population decline trend.

Although this trend may suggest limited growth, relying solely on the census data to guide long-term infrastructure plans risks underestimating future capacity. Therefore, to estimate population growth in Powassan for the upcoming 25 years, assumptions were made based on provincial trends and available data.

The Municipality of Powassan confirmed that not all population are connected to the Powassan WWTP and 427 connections are only connected to the sanitary system in 2025. The town also confirmed a population density of 2.2 number of people per household. Based on these values, the number of people connected to the wastewater treatment lagoons is estimated to be 939 persons in 2025.

Based on the 2024 monthly flow data, the base domestic flow was determined using August—the lowest flow month—as the representative "dry weather flow" (DWF) period. At this baseline, the per capita consumption was calculated at 409 L/capita/d.

To quantify Infiltration and Inflow (I&I), the August Average Daily Flow (ADF) of 382 m<sup>3</sup>/d was used as the threshold; any volume exceeding this baseline is attributed to I&I.

## 2024 I&amp;I Analysis Summary:

- The average annual I&I is calculated as the difference between the 2024 annual ADF (506 m<sup>3</sup>/d) and the August baseline (382 m<sup>3</sup>/d), resulting in an average of 124 m<sup>3</sup>/d.
- The peak I&I is based on the Monthly I&I fluctuated throughout the year, reaching a maximum of 405 m<sup>3</sup>/d in April.

Detailed monthly flow data is provided in **Table 3.1**, with visual trends illustrated in **Figure 3.1**.

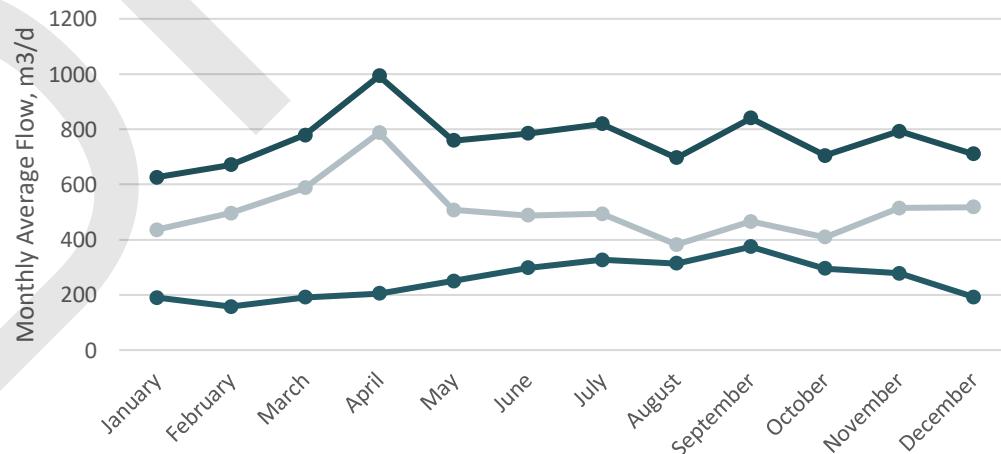
Table 3.1: Monthly Influent Average Flow, 2024

Month	Average Daily Influent Flow 2024, m <sup>3</sup> /d	Total ADF Rain & Snow 2006 m <sup>3</sup> /d	Total ADF Received at the Lagoons m <sup>3</sup> /d	% of the Avg. Capacity (940 m <sup>3</sup> /d)
January	436	190	626.1	67%
February	496	158	671.0	71%
March	588	191	778.7	83%
April	787	205	992.7	106%
May	508	251	759.0	81%
June	488	297	784.9	83%
July	494	326	819.8	87%
August	382	314	696.7	74%
September	466	374	840.5	89%
October	409	296	704.9	75%
November	515	278	792.8	84%
December	518	192	710.5	76%

Figure 3.1: Monthly Influent Average Flow, 2024

## Average Monthly Influent and Precipitation Flow Trend

● Average Daily Influent Flow 2024, m<sup>3</sup>/d     
 ● Total ADF Rain & Snow 2006 m<sup>3</sup>/d  
● Total ADF Received at the Lagoons m<sup>3</sup>/d



Furthermore, Powassan WWTP includes three (3) lagoons with total surface area of 10.01 ha (i.e. 100,100 m<sup>2</sup>). These lagoons receive rain and snow fall around the year which will increase the mount of water received at the lagoons.

The estimated dry weather 409 L/capita/d was used along side the assumption of annual population growth in Ontario Province to project the future population growth in Powassan Municipality and its generated wastewater ADF.

As per Ontario Census, Ontario's population growth is projected to grow slowly in the short term, increasing at an annual rate of 0.4 per cent in 2024-25 and 0.2 per cent in 2025-26. The rate of growth is then projected to return to a more typical rate of 1.0 per cent by 2029-2030, Thereafter, the population growth rate will remain stable, continuing to average around 1.0 per cent annually through to 2050-51

Using this assumption, Population generated flows were determined by multiplying the connected population by the calculated dry weather of 409 L/capita/day by the 2025 Ontario Province census population increase rate per year, additional to calculated I&I, and the rain and snow precipitation over the area of the three lagoons.

**Table 3.2** represents the projected population growth, the connected population, the generated wastewater, the I&I, and the rain and snow that received at the lagoons.

**Table 3.2: Projected Population Growth, the Connected Population, the Generated Wastewater, the I&I, and Rain and Snow Received at the Lagoons**

Year	Projected Population - Ontario Growth	Connections	Connected Population, Assumed 75% of Population	Population Flows (m <sup>3</sup> /day) dry weather based on 409 L/capita/d	Average daily I&I Flows (m <sup>3</sup> /d), 2024	Total Average Daily Flow, Population plus I&I, m <sup>3</sup> /d	Precipitation Flows, Rainfall plus Snow (m <sup>3</sup> /d)	Projected Average Flow from Sewer plus Lagoon Precipitation (m <sup>3</sup> /d)	% Rated Capacity (940 m <sup>3</sup> /d)
2025	1,263	427	939	384	124	508	256	764	81%
2026	1,266	432	950	388	124	512	256	769	82%
2027	1,279	436	959	392	124	516	256	772	82%
2028	1,292	440	969	396	124	520	256	776	83%
2029	1,305	445	979	400	124	524	256	780	83%
2030	1,319	450	989	404	124	528	256	785	83%
2031	1,333	455	1000	409	124	533	256	789	84%
2032	1,347	459	1010	413	124	537	256	793	84%
2033	1,361	464	1021	417	124	541	256	798	85%
2034	1,375	469	1031	421	124	545	256	802	85%
2035	1,389	474	1042	426	124	550	256	806	86%
2036	1,403	478	1052	430	124	554	256	810	86%
2037	1,418	484	1064	435	124	559	256	815	87%
2038	1,433	489	1075	439	124	563	256	820	87%
2039	1,448	494	1086	444	124	568	256	824	88%
2040	1,463	499	1097	448	124	572	256	829	88%
2041	1,478	504	1109	453	124	577	256	834	89%
2042	1,493	509	1120	458	124	582	256	838	89%
2043	1,508	514	1131	462	124	586	256	843	90%
2044	1,524	520	1143	467	124	591	256	848	90%
2045	1,540	525	1155	472	124	596	256	852	91%
2046	1,556	530	1167	477	124	601	256	857	91%
2047	1,572	536	1179	482	124	606	256	862	92%
2048	1,588	541	1191	487	124	611	256	867	92%
2049	1,604	547	1203	492	124	616	256	872	93%
2050	1,621	553	1216	497	124	621	256	877	93%

4.0

## Effluent Limits Exceedances

**Table 4.1** provides the effluent objectives and limits for the Powassan WWTP.

**Table 4.1: Discharged Effluent Objectives and Limits**

Effluent Parameter	Effluent Objective - Concentration Objective (mg/l)	Effluent Limits – Average Concentration (mg/L)
CBOD5	20	25
Total Suspended Solids (TSS)	20	25
Total Phosphorus	0.8	1

**Table 4.2** summarizes the historical effluent discharge quality and quantity for the period of 2022–2024. Under the current Environmental Compliance Approval (ECA), the facility operates on a seasonal discharge schedule consisting of two annual periods:

- **Spring Discharge:** Commencing once the lagoons are free of ice cover.
- **Fall Discharge:** Occurring between October 15 and November 30.

Current operational trends indicate that both the North and South lagoons are typically discharged during the spring. In the fall, the Old Lagoon is discharged alongside either the North or South lagoon on an alternating annual basis.

According to the operators from Ontario Clean Water Agency (OCWA), the first effluent sample is collected prior to the start of discharge. Subsequent samples are taken at every one-foot (0.3-meter) drop in the lagoon water level. Consequently, the fifth sample is collected after a cumulative 4-foot (1.22-meter) drawdown.

Given that the North and South lagoons have a total depth of 1.8 meters and the Old Lagoon has a depth of 1.5 meters, the final stages of discharge occur in very shallow water. At these depths, the effluent intake is positioned only 0.3 to 0.6 meters above the lagoon floor. This proximity to the bottom increases the likelihood of entraining deposited sludge into the effluent stream.

Data analysis shows that (TSS) is the only parameter that consistently exceeds regulatory limits. Aside from the year 2022, TSS exceedances in 2023 and 2024 have occurred almost exclusively during the fourth and fifth stages of the discharge cycle, directly correlating with the lowest water levels.

Table 4.2: Discharged Effluent Quality and Quantity, 2022- 2024

Year	Seasonal Release	Cell	Sample No.	Date Collected	CBOD5 (mg/L)	TSS (mg/L)	Field pH	TP (mg/L)	Field Temp. (°C)	TAN (mg/L)	Unionized Ammonia (mg/L)	E.coli (CFU/100mL)	Discharge per cell (m³)	Discharge per Season (m³)
2022	Spring	South	1st	10-May-22	25	25	6.0 - 9.5	1	17.7	8.5	0.813	2	69,411	138,822
2022	Spring	South	2nd	13-May-22	16	27	8.5	0.08	19.7	6.6	2.16	2		
2022	Spring	South	3rd	17-May-22	21	24	9.1	0.12	15.6	3	0.007	2		
2022	Spring	South	4th	18-May-22	10	18	6.9	0.09	19.1	1.2	0.012	2		
2022	Spring	South	5th	19-May-22	8	9	7.44	0.08	18.3	1.1	0.003	2		
2022	Spring	North	1st	19-May-22	4	5	7.69	0.07	17.9	9.6	0.157	2	69,411	
2022	Spring	North	2nd	25-May-22	4	7	7.19	0.14	18.2	9.6	0.051	2		
2022	Spring	North	3rd	27-May-22	5	8	7.06	0.26	18.1	9.6	0.038	2		
2022	Spring	North	4th	31-May-22	6	27	7.53	0.4	26.8	10.9	0.233	8		
2022	Spring	North	5th	03-Jun-22	15	44	8.09	0.55	27.2	10.5	0.791	2		
2022	Fall	South	1st	04-Nov-22	16	47	8.64	0.12	12.6	0.1	0.005	20	55,568	84,455
2022	Fall	South	2nd	08-Nov-22	13	52	7.23	0.12	7.6	0.1	0.001	35		
2022	Fall	South	3rd	10-Nov-22	10	70	8.39	0.16	10.9	0.1	0.006	80		
2022	Fall	South	4th	14-Nov-22	10	52	8.48	0.15	4	0.1	0.001	15		
2022	Fall	South	5th	17-Nov-22	10	25	6.95	0.26	4	1	0.001	10		
2022	Fall	Old	1st	20-Oct-22	4	5	6.77	0.39	6.08	2.8	0.002	6	28,887	
2022	Fall	Old	2nd	24-Oct-22	4	6	6.7	0.34	13	3.3	0.004	6		
2022	Fall	Old	3rd	27-Oct-22	4	4	6.8	0.49	9	3.4	0.004	2		
2022	Fall	Old	4th	31-Oct-22	5	15	6.71	0.44	10.6	3.8	0.004	8		
2022	Fall	Old	5th	04-Nov-22	6	20	7	0.57	14.2	4.3	0.011	20	66,347	
2023	Spring	South	1st	24-May-23	14	15	7.44	0.17	15.5	6.3	0.049	20		
2023	Spring	South	2nd	28-May-23	22	17	8	0.15	20.3	4.5	0.175	2		
2023	Spring	South	3rd	01-Jun-23	6	7	6.83	0.26	23.3	5.1	0.017	2		
2023	Spring	South	4th	05-Jun-23	7	18	7.01	0.91	23.1	9.5	0.048	2		
2023	Spring	South	5th	09-Jun-23	12	15	7.28	0.8	19	14.9	0.103	20		
2023	Spring	North	1st	10-May-23	6	21	7.72	0.12	15.5	7.9	0.116	8	70,250	
2023	Spring	North	2nd	14-May-23	12	12	8.19	0.09	18.6	7.8	0.409	20		
2023	Spring	North	3rd	18-May-23	8	13	7.09	0.1	15.9	8.6	0.031	4		
2023	Spring	North	4th	22-May-23	4	14	6.92	0.17	18.8	9.9	0.03	2		
2023	Spring	North	5th	24-May-23	12	31	7.03	0.63	15.8	13.1	0.041	120		
2023	Fall	North	1st	01-Nov-23	4	8	7.16	0.14	6.4	3.4	0.007	4	58,542	86,578
2023	Fall	North	2nd	06-Nov-23	4	5	6.85	0.13	6.5	3.8	0.004	8		
2023	Fall	North	3rd	10-Nov-23	4	5	6.9	0.14	5.8	3.8	0.004	4		
2023	Fall	North	4th	15-Nov-23	4	18	7.11	0.18	5.8	4	0.007	14		
2023	Fall	North	5th	17-Nov-23	4	11	6.92	0.19	6.5	4	0.005	14		
2023	Fall	North	6th	21-Nov-23	4	9	6.95	0.18	2.2	5.8	0.005	20		
2023	Fall	Old	1st	16-Oct-23	5	15	7.01	0.37	11	0.1	0.001	18		
2023	Fall	Old	2nd	19-Oct-23	4	12	7.05	0.31	11.6	0.1	0.001	4		

Year	Seasonal Release	Cell	Sample No.	Date Collected	CBOD5 (mg/L)	TSS (mg/L)	Field pH	TP (mg/L)	Field Temp. (°C)	TAN (mg/L)	Discharge per cell (m³)	
											Unionized Ammonia (mg/L)	E.coli (CFU/100mL)
2023	Fall	Old	3rd	23-Oct-23	6	50	7.05	0.7	10.2	0.1	0.001	8
2023	Fall	Old	4th	29-Oct-23	4	36	6.7	0.77	9.1	0.4	0.001	14
2023	Fall	Old	5th	01-Nov-23	6	37	6.91	0.64	6.1	0.9	0.001	12
2024	Spring	South	1st	23-Apr-24	10	16	6.77	0.08	9	9.8	0.01	N/A
2024	Spring	South	2nd	29-Apr-24	4	21	6.65	0.06	10.3	9.8	0.008	2
2024	Spring	South	3rd	03-May-24	7	11	6.8	0.08	14	9.5	0.017	2
2024	Spring	South	4th	07-May-24	5	18	7.41	0.09	20.3	8.9	0.092	2
2024	Spring	South	5th	10-May-24	8	51	6.46	0.31	19.2	10.4	0.011	2
2024	Spring	North	1st	10-May-24	4	11	6.85	0.23	16.8	13.5	0.03	N/A
2024	Spring	North	2nd	13-May-24	4	12	6.66	0.29	17.2	13	0.019	2
2024	Spring	North	3rd	17-May-24	10	16	6.8	0.42	18.9	14.6	0.034	2
2024	Spring	North	4th	21-May-24	10	15	6.85	0.35	20.8	16.6	0.049	2
2024	Spring	North	5th	24-May-24	6	11	6.93	0.26	12.7	18.5	0.036	2
2024	Fall	South	1st	31-Oct-24	<4	8	6.78	0.09	12.8	<0.1	<0.001	6
2024	Fall	South	2nd	05-Nov-24	<4	8	6.87	0.12	11.5	0.1	<0.001	4
2024	Fall	South	3rd	12-Nov-24	5	20	6.73	0.22	6.4	0.5	<0.001	100
2024	Fall	South	4th	19-Nov-24	5	37	6.76	0.26	8	1.4	0.001	86
2024	Fall	South	5th	22-Nov-24	16	96	6.71	0.68	8.3	3.3	0.003	200
2024	Fall	Old	1st	17-Oct-24	<4	5	6.6	0.1	11.9	0.9	<0.001	<2
2024	Fall	Old	2nd	21-Oct-24	<4	4	6.75	0.1	14.9	1.2	0.002	16
2024	Fall	Old	3rd	24-Oct-24	4	5	6.72	0.21	12	1.6	0.002	16
2024	Fall	Old	4th	28-Oct-24	<4	34	6.95	0.24	6.4	2.4	0.003	62
2024	Fall	Old	5th	31-Oct-24	<4	41	6.89	0.42	6.89	3.5	0.007	<2

5.0

# Evaluation of Upgrade Alternatives

Although capacity at the lagoons is sufficient for 25 years or more, the current TSS exceedances would require an upgrade at the lagoons to maintain effluent limits. Several alternatives were evaluated to address the increased influent flowrate and the recurring TSS limit exceedances.

## Option A: Lagoon Aeration

An aeration system can be added to the lagoons in the form submerged diffusers connected to aeration laterals and a blower system. Dillon contacted a supplier of aeration treatment equipment, Nexom, that suggested reconfiguring the North and South lagoons to operate in parallel, while converting Cell 1 (the Old Lagoon) into dedicated settling pond.

**Figure 5.1** illustrates Nexom's layout of the proposed aeration piping.

- This option implements the OPTAER fine bubble partial mix aeration system with submerged laterals. Unlike facultative lagoons, this system does not rely on algae or surface re-aeration. Instead, diffusers placed near the lagoon floor provide oxygen directly to aerobic bacteria, which convert contaminants (BOD5, ammonia, and TSS) into carbon dioxide, water, and inert ash.
- The rise of fine bubbles creates convection cells; as water rises with the bubbles, solids settle in the downward zones between diffusers. This process optimizes retention time for BOD5 removal.
- Because oxygen is provided at the sludge-water interface, aerobic digestion occurs in-situ, significantly reducing organic sludge accumulation and controlling odors.
- Aeration helps maintain higher water temperatures compared to surface aerators, preserving biological activity in winter.
- Fine bubble aeration is significantly more energy-efficient than mechanical surface aeration, often reducing power costs by 30-50%.



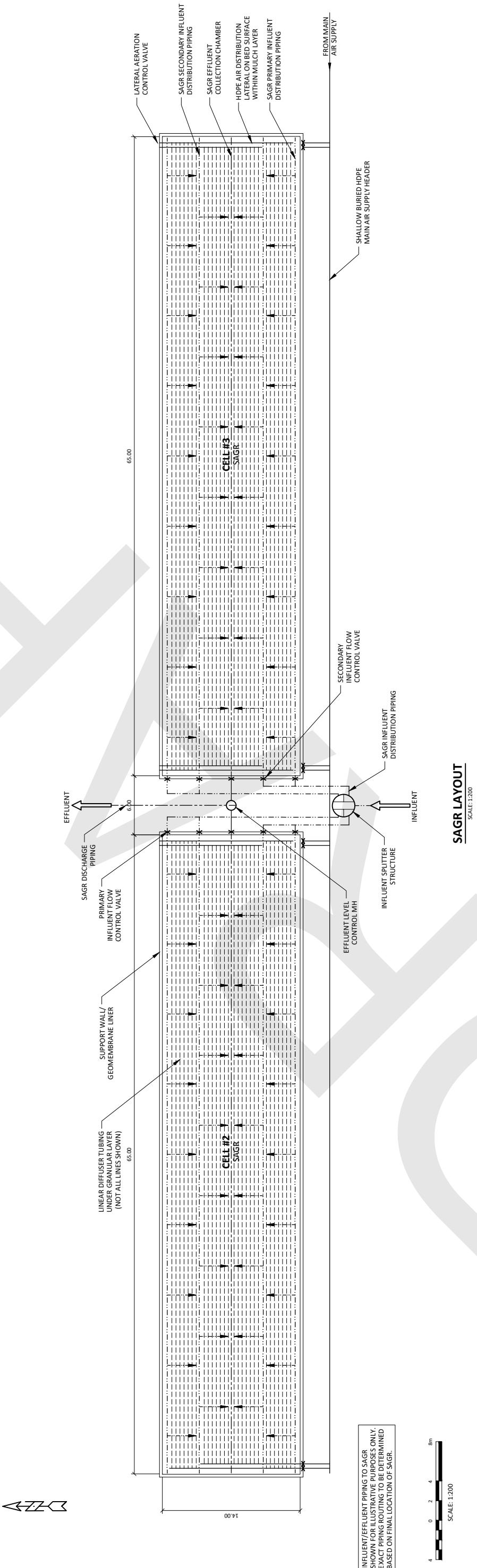
### Option B: SAGR® (Submerged Attached Growth Reactor)

This option maintains the existing lagoon configuration but adds a SAGR system downstream for tertiary polishing. The SAGR is a post-lagoon nitrification technology specifically engineered to achieve high-level effluent quality in cold climates. By utilizing a submerged, aerated gravel bed, the system provides a stable environment for biomass to remove ammonia < 1.0 mg/L and carbonaceous BOD even when water temperatures approach freezing. This approach allows the municipality to meet stringent environmental compliance targets year-round while maintaining the operational simplicity of a lagoon-based system.

**Figure 5.2 and 5.3** illustrate Nexom's layout of the proposed SAGR system.

- The SAGR is a submerged gravel bed with a heavy-duty aeration system. It provides a massive surface area for biofilm growth, specifically designed for nitrification (ammonia removal), BOD reduction, and TSS polishing.
- A recycle line would return flow to the lagoon influent during non-discharge periods to maintain the biological health of the SAGR.
- The SAGR process provides significant incidental reductions in Fecal and Total Coliform through filtration and biological predation within the gravel bed.
- The SAGR is known for achieving ammonia levels < 1.0 mg/L even in water temperatures as low as 0.5 °C. This protects the facility against future, more stringent nutrient limits.
- The SAGR requires a significantly smaller footprint than adding new lagoon cells.





REDUCED SIZE PLOT - DO NOT SCALE

PLOT SIZE: 610mm x 914mm (24" x 36")

PROJECT:		POWASSAN TOWN, ON			
TITLE:		PROPOSED WASTEWATER TREATMENT SYSTEM - OPTION			
DRAWN BY:		MR	APPROVED BY:	MK	SCALE:
DATE:		2005/11/10		AS NOTED	
5 Burks Way Navin, Manitoba Canada R5T 0C9 888-426-8180 <a href="http://www.nexom.com">www.nexom.com</a>		OPTAER SYSTEM SAGR DETAILS			
		DRAWING NO. <b>Fig 5</b>			

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### Option C: Tertiary Disc Filtration

Since the primary compliance challenge is currently TSS, a cloth media disc filter (DISC Filter) could be installed downstream of the lagoons to address TSS variability and provide consistent regulatory compliance.

While the current lagoon system provides primary and secondary treatment, it remains susceptible to seasonal performance fluctuations, specifically "algae blooms" in the summer and "thermal turnover" in the spring and fall. These natural phenomena often result in buoyant solids that do not settle by gravity alone.

Unlike settling ponds, which rely on calm conditions, disc filters use a fine-mesh cloth media to provide a positive physical barrier. This ensures that solids are mechanically removed regardless of their buoyancy or weather conditions.

- The system offers a high filtration surface area within a compact footprint. It can be installed in a small, dedicated building or a prefabricated container at the lagoon outfall, requiring minimal site disturbance.
- While effective for TSS, disc filters require a reject water management system (backwash) and do not provide the biological treatment (ammonia/BOD) that Options A and B offer. The system monitors the pressure differential across the filter media and automatically initiates a cleaning cycle only when needed reducing power consumption and operator intervention.
- By installing disc filters as the final stage of treatment, the Municipality can possibly achieve "polishing" of the effluent to levels typically below 10 mg/L TSS.

6.0

# Cost Estimate

The following **Table 6.1** summarizes the estimated capital expenditure for each option.

**Table 6.1 – Options Estimated Capital Costs**

Alternative	Estimated Capital costs (CAD)
<b>Option A - Lagoon Aeration:</b>	
Blowers, piping and diffusers including installation and commissioning	\$1,000,000
Controls Building including concrete foundation.	\$ 250,000
Dewatering and desludging North and South Cells	\$3,000,000
Electrical and civil upgrades	\$750,000
General Requirements (10%)	\$500,000
Subtotal	\$ 5,500,000
Estimating Contingency – 30%	\$1,650,000
<b>TOTAL (ROUNDED)</b>	<b>\$7,200,000</b>
<b>Option B: SAGR® System</b>	
SAGR Cells and Blower Building Package	\$1,500,000
Influent and effluent chambers and site piping	\$100,000
SAGR media, HDPE lining and sacrificial wooden structures, insulation woodchips	\$2,000,000
Electrical and civil upgrades	\$750,000
General Requirements (10%)	\$435,000
Subtotal	\$4,785,000
Estimating Contingency – 30%	\$1,435,500
<b>TOTAL (ROUNDED)</b>	<b>\$6,300,000</b>
<b>Option C: Disc Filtration</b>	
DISC Filter and controls package	\$1,000,000
Pumping systems	\$500,000
Electrical and civil upgrades	\$500,000
General Requirements (10%)	\$200,000
Subtotal	\$2,200,000
Estimating Contingency – 30%	\$660,000
<b>TOTAL (ROUNDED)</b>	<b>\$2,900,000</b>

7.0

# Preferred Upgrade Option and Action Plan

Based on the technical evaluation of the Powassan WWTP proposed upgrade, the facility's primary challenge is not a lack of biological capacity, but rather physical solids management during the final stages of seasonal drawdown.

7.1

## Recommended Alternative

While Nexom's aeration and SAGR systems (Options A and B) provide superior biological treatment and future-proofing for ammonia limits, Option C (DISC Filtration) is the preferred immediate upgrade.

The historical data in **Table 4.2** confirms that CBOD5, phosphorus, and ammonia levels are consistently within limits. The exceedances are strictly isolated to TSS during the 4th and 5th stages of discharge. A disc filter provides a physical barrier that eliminates the risk of sludge entrainment regardless of lagoon water levels. This allows the municipality to maximize its storage capacity by safely discharging the lagoons to their minimum levels, while maintaining discharge requirements.

7.2

## Proposed Action Plan

Discharging lagoons to their minimum levels increases the risk of "solids carryover." As the water level drops, the velocity of the water moving toward the outlet increases, creating suction that can disturb and "scour" the top layer of the sludge blanket. Before major capital works are commissioned, the following operational modifications are suggested to be implemented to mitigate TSS exceedances in the short term:

- Revise the Standard Operating Procedure (SOP) to cease discharge once the water level reaches 1.0 meter below the top water level. This maintains a larger "buffer zone" above the sludge blanket.
- If possible, utilize all three lagoons (North, South, and Old) every season. By discharging them simultaneously rather than sequentially, the Town can meet its volume requirements while maintaining higher, safer water levels in each individual cell.

8.0

## Conclusion

The Powassan Wastewater Treatment Lagoons are currently operating well within their rated design capacity of 940 m<sup>3</sup>/day. An analysis of population trends and influent data from 2007–2024 indicates that the facility maintains sufficient hydraulic capacity for the next 15 years. While the plant is currently at roughly 80% of its long-term projected need, it remains within safe operating limits. To avoid emergency requirements, the MECP recommends initiating design and construction for upgrades once the plant reaches 85–90% of its rated capacity.

The facility faces a consistent compliance challenge regarding (TSS). Analysis of the 2022–2024 discharge cycles indicate that exceedances are a function of the discharge depth rather than a failure of the biological treatment process. As the lagoons are drawn down to the 4th and 5th sample points (within 0.3 to 0.6 meters of the bottom), settled sludge is entrained into the effluent.

For long-term sustainability and regulatory compliance, it is recommended to:

- Modify the discharge SOPs to reduce the risk of TSS exceedances.
- Adopt a simultaneous discharge strategy for all three cells to maximize seasonal storage without compromising effluent quality.
- Continue monitoring I&I trends and their effect on the capacity of the lagoons.
- Plan for the addition of a Tertiary Disc Filter to polish effluent and remove the risk of TSS exceedances.

Ontario  
Provincial  
Police

Police  
provinciale  
de l'Ontario



**Crime Prevention and Community  
Support Bureau  
Bureau de la prévention du crime et du  
soutien communautaire**

777 Memorial Ave. 777, av. Memorial  
Orillia ON L3V 7V3 Orillia ON L3V 7V3

Tel: 705 329-7680 Tél. : 705 329-7680  
Fax: 705 329-7593 Téléc. : 705 329-7593

File Reference: 612-20

November 27, 2025

Dear Mayor/Reeve/CAO/Treasurer,

Please find attached your Ontario Provincial Police (OPP) Annual Billing Statement package including 2026 estimated costs and a statement for the 2024 year-end reconciliation. The final cost adjustment from the 2024 reconciliation process has been applied as an adjustment to the calculated billing amount for the 2026 calendar year.

As noted in the letter sent to you by the Solicitor General dated September 26, 2025, any increase in total policing costs for calendar year 2026—including the 2024 year-end adjustment—has been capped at 11% over the final amount billed in 2025 (after 2023 year-end adjustment and all applicable discounts).

To provide clarity and transparency, your statement includes:

- The actual calculated billing amount for 2026.
- A capped amount, based on the final 2025 payable amount plus 11%.

The municipality will be billed the lower of these two amounts during the 2026 calendar year.

The final reconciliation of your 2026 annual costs will appear in your 2028 Annual Billing Statement. The reconciled 2026 costs will reflect the 11% cap applied for that year.

For more detailed information on the 2026 Annual Billing Statement package, please refer to the resource material available on the internet, [www.opp.ca/billingmodel](http://www.opp.ca/billingmodel). Further, OPP Municipal Policing will host webinar information sessions in the new year. An e-mail invitation will be forwarded to the municipality advising of the session dates.

If you have questions about the Annual Billing Statement, please e-mail  
[OPP.MunicipalPolicing@opp.ca](mailto:OPP.MunicipalPolicing@opp.ca).

Yours truly,

  
B. (Bradley) McCallum  
Chief Superintendent  
Commander  
Crime Prevention and Community Support Bureau

## OPP 2026 Annual Billing Statement

### Powassan M

Estimated costs for the period January 1 to December 31, 2026

Please refer to [www.opp.ca](http://www.opp.ca) for 2026 Municipal Policing Billing General Information summary for further details.

Base Service	Property Counts	Cost per Property		Total Cost
		\$	\$	
Household	1,531			
Commercial and Industrial	100			
Total Properties	<u>1,631</u>	203.05		331,170
<b>Calls for Service</b>	(see summaries)			
Total all municipalities	217,602,138			
Municipal portion	0.0979%	130.67		213,117
<b>Overtime</b>	(see notes)	19.76		32,236
<b>Prisoner Transportation</b>	(per property cost)	2.08		3,392
<b>Accommodation/Cleaning Services</b>	(per property cost)	6.32		10,308
<b>Total 2026 Estimated Cost</b>		<b>361.88</b>		<b>590,224</b>
<b>2024 Year-End Adjustment</b>	(see summary)			<u>63,753</u>
<b>Calculated Billing for 2026</b>				<b>653,976</b>
<b>Capped Payable for 2026</b>				<b>541,728</b>
<b>Total Billing for 2026 (Lesser of Calculated Billing or Capped payable)</b>				<b>541,728</b>

### 2026 Monthly Billing Amount

45,144

### Notes

Cost increases for the Total 2026 Billing amount have been capped at 11% over the Total 2025 Billing amount.

2025 Grand Total Billing Amount	488,044
11% of 2025 Grand Total Billing	53,685
Capped Payable for 2026	<u>541,728</u>

The capped payable for 2026 is lower than the calculated billing amount by \$112,248

## **OPP 2026 Annual Billing Statement**

### **Powassan M**

**Estimated costs for the period January 1 to December 31, 2026**

#### **Notes to Annual Billing Statement**

- 1) Municipal Base Services and Calls for Service Costs - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2026 billing purposes the allocation of the municipal workload in detachments has been calculated to be 51.9 % Base Services and 48.1 % Calls for Service. The total 2026 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 2) Base Services - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$203.05 estimated for 2026. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 3) Calls for Service - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical billable calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) Overtime - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2021, 2022, 2023 and 2024 has been analyzed and averaged to estimate the 2026 costs. The costs incorporate the 2026 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2026 hours and salary rates and included in the 2028 Annual Billing Statement.
- 5) Court Security and Prisoner Transportation (CSPT) - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. The 2026 costs have been estimated based on the 2024 activity levels. These costs will be reconciled to the actual cost of service required in 2026.

There was no information available about the status of 2026 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.

- 6) Year-end Adjustment - The 2024 adjustment accounts for the difference between the amount billed based on the estimated cost in the Annual Billing Statement and the reconciled cost in the Year-end Summary. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security.

## OPP 2026 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1 to December 31, 2026

Salaries and Benefits	Positions	Base	Total Base Services and Calls for Service	Base Services	Calls for Service
	FTE	%	\$/FTE	\$	\$
<b>Uniform Members</b>	<b>Note 1</b>				
Inspector .....	27.66	100.0	192,976	5,337,714	5,337,714
Staff Sergeant-Detachment Commander.....	8.57	100.0	175,024	1,499,952	1,499,952
Staff Sergeant .....	41.04	100.0	160,995	6,607,217	6,607,217
Sergeant .....	237.81	51.9	147,894	35,170,721	18,256,061
Constable.....	1,663.92	51.9	123,513	205,515,029	106,674,098
Part-Time Constable .....	17.53	51.9	98,559	1,727,739	896,887
<b>Total Uniform Salaries</b>	<b>1,996.53</b>			<b>255,858,373</b>	<b>139,271,930</b>
Statutory Holiday Payout .....			6,387	12,640,216	6,798,379
Shift Premiums .....			1,129	2,165,924.16	1,124,243
Uniform Benefits - Inspector.....		28.64%		1,528,567	1,528,567
Uniform Benefits - Full-Time Salaries.....		36.39%		90,535,000	48,411,886
Uniform Benefits - Part-Time Salaries.....		20.76%		358,624	186,165
<b>Total Uniform Salaries &amp; Benefits</b>				<b>363,086,704</b>	<b>197,321,170</b>
<b>Detachment Civilian Members</b>	<b>Note 1</b>				
Detachment Administrative Clerk .....	162.57	51.9	77,377	12,579,207	6,529,086
Detachment Operations Clerk .....	6.41	51.9	70,662	452,941	235,303
Detachment Clerk - Typist .....	2.61	51.9	64,030	167,117	86,440
Court Officer - Administration.....	38.91	51.9	94,216	3,665,926	1,903,154
Crimestoppers Co-ordinator .....	0.99	51.9	75,542	74,786	38,526
Cadet.....	6.72	51.9	52,627	353,653	183,668
<b>Total Detachment Civilian Salaries</b>	<b>218.21</b>			<b>17,293,630</b>	<b>8,976,177</b>
Civilian Benefits - Full-Time Salaries .....		35.46%		6,131,636	3,182,596
<b>Total Detachment Civilian Salaries &amp; Benefits</b>				<b>23,425,266</b>	<b>12,158,773</b>
<b>Support Costs - Salaries and Benefits</b>	<b>Note 2</b>				
Communication Operators .....			7,294	14,562,690	7,829,963
Prisoner Guards .....			2,425	4,841,585	2,603,189
Operational Support .....			7,250	14,474,843	7,782,730
RHQ Municipal Support .....			3,103	6,195,233	3,331,008
Telephone Support .....			162	323,438	173,904
Office Automation Support .....			937	1,870,749	1,005,851
Mobile and Portable Radio Support .....			325	654,569.50	351,839
<b>Total Support Staff Salaries and Benefits Costs</b>				<b>42,923,106</b>	<b>23,078,484</b>
<b>Total Salaries &amp; Benefits</b>				<b>429,435,076</b>	<b>232,558,427</b>
<b>Other Direct Operating Expenses</b>	<b>Note 2</b>				
Communication Centre .....			152	303,473	163,169
Operational Support .....			1,292	2,579,517	1,386,936
RHQ Municipal Support .....			340	678,820	364,983
Telephone .....			1,203	2,401,826	1,291,396
Mobile Radio Equipment Repairs & Maintenance .....			197	396,770	213,268
Office Automation - Uniform .....			4,688	9,359,733	5,032,474
Office Automation - Civilian .....			1,199	261,634	135,799
Vehicle Usage .....			10,641	21,245,076	11,422,901
Detachment Supplies & Equipment .....			824	1,645,141	884,548
Uniform & Equipment .....			2,930	5,901,196	3,171,959
Uniform & Equipment - Court Officer .....			1,055	41,050	21,311
<b>Total Other Direct Operating Expenses</b>				<b>44,814,234</b>	<b>24,088,745</b>
<b>Total 2026 Municipal Base Services and Calls for Service Cost</b>				<b>\$ 474,249,309</b>	<b>\$ 256,647,172</b>
					<b>\$ 217,602,138</b>
<b>Total OPP-Policed Municipal Properties</b>					<b>1,263,977</b>
<b>Base Services Cost per Property</b>					<b>\$ 203.05</b>

## OPP 2026 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1 to December 31, 2026

### Notes:

Total Base Services and Calls for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2021 through 2024. Additional service, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 84.1 FTEs with a cost of \$17,823,159 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level, and classification. The 2026 salaries incorporate the 2026 general salary rate increase set in the 2023 to 2026 OPPA Uniform and Civilian Agreements (uniform and civilian staff - 4.75% in 2023, 4.50% in 2024, 2.75% in 2025 and 2.75% in 2026.) The 2026 salaries also incorporate a 3% Frontline Patrol Premium and a 3% Second-In-Command premium.

The benefit rates are estimated based on the most recent rates set by the Treasury Board Secretariat, (2025-26). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 51.9% Base Services : 48.1% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2025 Municipal Policing Cost-Recovery Formula.

## OPP 2026 Calls for Service Billing Summary

Powassan M

Estimated costs for the period January 1 to December 31, 2026

Calls for Service Billing Workgroups	Calls for Service Count					2026 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2026 Estimated Calls for Service Cost
	2021	2022	2023	2024	Four Year Average				
						A	B	C = A * B	
Note 1									
Drug Possession	1	2	0	0	1	4.9	4	0.0002%	425
Drugs	1	0	1	2	1	103.7	104	0.0055%	11,992
Operational	189	155	150	193	172	4.0	687	0.0365%	79,449
Operational 2	61	47	49	60	54	1.8	98	0.0052%	11,293
Other Criminal Code Violations	9	20	11	20	15	6.7	101	0.0053%	11,623
Property Crime Violations	49	42	39	40	43	5.8	247	0.0131%	28,507
Statutes & Acts	59	29	39	56	46	3.6	165	0.0088%	19,047
Traffic	30	38	27	38	33	3.8	126	0.0067%	14,612
Violent Criminal Code	18	21	29	22	23	13.9	313	0.0166%	36,169
<b>Municipal Totals</b>	<b>417</b>	<b>354</b>	<b>345</b>	<b>431</b>	<b>387</b>		<b>1,843</b>	<b>0.0979%</b>	<b>\$213,117</b>

**Provincial Totals (Note 4)**

Calls for Service Billing Workgroups	Calls for Service Count					2026 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2026 Estimated Calls for Service Cost
	2021	2022	2023	2024	Four Year Average				
						A	B	C = A * B	
Note 1									
Drug Possession	3,017	2,530	2,404	2,570	2,630	4.9	12,888	0.6849%	1,490,434
Drugs	1,071	818	940	944	943	103.7	97,806	5.1980%	11,310,991
Operational	182,938	178,694	182,556	198,566	185,688	4.0	742,754	39.4744%	85,897,052
Operational 2	48,875	46,769	47,507	47,198	47,587	1.8	85,657	4.5523%	9,905,960
Other Criminal Code Violations	12,312	12,464	13,135	14,777	13,172	6.7	88,252	4.6902%	10,206,039
Property Crime Violations	47,768	49,230	49,802	48,800	48,900	5.8	283,620	15.0733%	32,799,789
Statutes & Acts	33,390	33,258	34,566	37,180	34,599	3.6	124,555	6.6196%	14,404,335
Traffic	34,936	38,989	32,888	34,394	35,302	3.8	134,146	7.1293%	15,513,588
Violent Criminal Code	20,343	21,807	22,925	24,690	22,441	13.9	311,932	16.5779%	36,073,949
<b>Provincial Totals</b>	<b>384,648</b>	<b>384,559</b>	<b>386,723</b>	<b>409,119</b>	<b>391,262</b>		<b>1,881,610</b>	<b>100%</b>	<b>\$217,602,138</b>

### Notes to Calls for Service Billing Summary

- 1) Displayed without decimal places, exact numbers used in calculations
- 2) Displayed to four decimal places, nine decimal places used in calculations
- 3) Total costs rounded to zero decimals
- 4) Provincial Totals exclude data for dissolutions and post-2022 municipal police force amalgamations.

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## OPP 2026 Calls for Service Details

Powassan M

For the calendar years 2021 to 2024

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2021	2022	2023	2024	
<b>Grand Total</b>	<b>417</b>	<b>354</b>	<b>345</b>	<b>431</b>	<b>386.75</b>
Drug Possession	1	2	0	0	0.75
DRUG related occurrence	0	2	0	0	0.50
Possession - Methamphetamine (Crystal Meth)	1	0	0	0	0.25
Drugs	1	0	1	2	1.00
Cultivate, propagate or harvest cannabis by adult	1	0	0	0	0.25
Trafficking - Cocaine	0	0	0	1	0.25
Trafficking - Other Controlled Drugs and Substances Act	0	0	1	1	0.50
Operational	189	155	150	193	171.75
Accident - Non-MVC Others	0	0	0	1	0.25
Animal - Dog Owners Liability Act	2	0	1	1	1.00
Animal - Left in Vehicle	4	0	0	0	1.00
Animal - Master Code	1	0	0	0	0.25
Animal - Other	1	1	1	2	1.25
Animal Bite	2	0	0	0	0.50
Animal Injured	0	5	2	0	1.75
Animal Stray	2	2	2	2	2.00
Assist Fire Department	0	0	1	1	0.50
Assist Public	28	20	23	27	24.50
Bomb Threat	0	0	1	0	0.25
Distressed / Overdue Motorist	1	0	0	0	0.25
Domestic Disturbance	26	29	24	28	26.75
FAMILY DISPUTE	15	10	8	16	12.25
Fire - Building	2	1	0	0	0.75
Fire - Other	2	0	2	1	1.25
Fire - Vehicle	1	1	1	1	1.00
Found - Household Property	1	0	0	0	0.25
Found - Machinery & Tools	1	0	0	0	0.25
Found - Others	2	0	0	0	0.50
Found - Personal Accessories	0	0	0	1	0.25
Found - Radio, TV, Sound-Reprod. Equip.	0	0	0	1	0.25
Found Property - Master Code	8	6	4	5	5.75
Insecure Condition - Building	1	0	0	2	0.75
Insecure Condition - Master Code	3	0	0	0	0.75
Lost - Accessible Parking Permit	0	1	0	0	0.25
Lost - License Plate	1	0	1	2	1.00
Lost - Others	0	2	4	0	1.50
Lost - Personal Accessories	1	1	3	0	1.25
Lost Property - Master Code	1	2	2	7	3.00
Medical Assistance - Master Code	0	0	0	1	0.25
Medical Assistance - Other	0	1	0	0	0.25
Missing Person 12 & older	0	0	1	0	0.25
Missing Person Located 12 & older	1	1	1	2	1.25
Missing Person-Master code	1	2	0	0	0.75
Neighbour Dispute	10	15	16	26	16.75

## OPP 2026 Calls for Service Details

Powassan M

For the calendar years 2021 to 2024

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2021	2022	2023	2024	
Noise Complaint - Animal	0	1	0	3	1.00
Noise Complaint - Master Code	8	10	4	17	9.75
Noise Complaint - Others	1	1	0	2	1.00
Noise Complaint - Residence	0	0	0	3	0.75
Phone - Master Code	0	0	0	2	0.50
Phone - Nuisance - No Charges Laid	2	1	0	4	1.75
Phone - Other - No Charges Laid	0	1	1	2	1.00
Sudden Death - Accidental	0	0	0	2	0.50
Sudden Death - Apparent Overdose/Overdose	0	0	1	0	0.25
Sudden Death - Drowning	1	0	0	0	0.25
Sudden Death - Natural Causes	8	8	1	4	5.25
Sudden Death - Others	1	0	1	0	0.50
Suspicious Person	24	10	28	13	18.75
Suspicious vehicle	14	13	5	5	9.25
Text- related Incident (Texting)	0	0	1	0	0.25
Trouble with Youth	3	2	3	6	3.50
Unwanted Persons	5	8	6	3	5.50
Vehicle Recovered - Automobile	1	0	1	0	0.50
Vehicle Recovered - Snow Vehicles	1	0	0	0	0.25
Vehicle Recovered - Trucks	2	0	0	0	0.50
Operational 2	61	47	49	60	54.25
911 call - Dropped Cell	13	6	7	4	7.50
911 call / 911 hang up	18	20	2	12	13.00
False Alarm - Cancelled	0	0	1	0	0.25
False Alarm - Others	13	15	20	23	17.75
False Holdup Alarm - Accidental Trip	2	3	1	1	1.75
Keep the Peace	15	3	18	20	14.00
Other Criminal Code Violations	9	20	11	20	15.00
Bail Violations - Fail To Comply	3	7	4	6	5.00
Bail Violations - Others	0	2	0	1	0.75
Breach of Probation	0	4	2	5	2.75
Breach of Recognizance (811)	1	2	0	0	0.75
Child Pornography - Making or distributing	0	0	1	0	0.25
Child Pornography - Possess child pornography	0	0	1	1	0.50
Disturb the Peace	1	0	1	0	0.50
Indecent acts - Master Code	1	3	0	0	1.00
Indecent acts - Other	1	0	0	1	0.50
Injuring/endangering Animals	0	0	0	1	0.25
Intimidation (fraud-corruption)	0	0	0	1	0.25
Offensive Weapons - Careless use of firearms	0	0	2	0	0.50
Offensive Weapons - In Vehicle	0	0	0	1	0.25
Offensive Weapons - Other Weapons Offences	0	1	0	0	0.25
Offensive Weapons - Possession of Weapons	0	0	0	2	0.50
Possess Firearm while prohibited	1	0	0	0	0.25
Public Mischief - mislead peace officer	0	0	0	1	0.25

## OPP 2026 Calls for Service Details

Powassan M

For the calendar years 2021 to 2024

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2021	2022	2023	2024	
Trespass at Night	1	1	0	0	0.50
Property Crime Violations	49	42	39	40	42.50
Break & Enter	4	2	3	4	3.25
Fraud - False Pretence Under \$5,000	0	0	1	0	0.25
Fraud - Forgery & Uttering	0	0	2	0	0.50
Fraud - Fraud through mails	0	0	1	1	0.50
Fraud - Master Code	0	3	5	3	2.75
Fraud - Money/property/security Over \$5,000	0	1	1	1	0.75
Fraud - Money/property/security Under \$5,000	4	5	3	6	4.50
Fraud - Other	3	7	2	7	4.75
Fraud - Steal/Forge/Poss./Use Credit Card	4	0	2	1	1.75
Identity Fraud	0	1	0	0	0.25
Mischief	7	7	2	8	6.00
Mischief - Interfere with lawful use, enjoyment of property	0	0	0	1	0.25
Possession of Stolen Goods over \$5,000	0	1	0	0	0.25
Possession of Stolen Goods under \$5,000	1	0	0	0	0.25
Property Damage	0	0	1	1	0.50
Theft Over - Master Code	0	1	0	1	0.50
Theft FROM Motor Vehicles Under \$5,000	7	1	1	0	2.25
Theft of - All Terrain Vehicles	0	0	2	0	0.50
Theft of - Automobile	0	1	0	0	0.25
Theft of - Motorcycles	2	0	0	0	0.50
Theft of Motor Vehicle	2	0	2	1	1.25
Theft Over \$,5000 - Construction Site	0	0	1	0	0.25
Theft Over \$5,000 - Trailers	0	1	0	0	0.25
Theft Under \$5,000 - Bicycles	1	2	1	0	1.00
Theft Under \$5,000 - Construction Site	1	0	0	0	0.25
Theft Under \$5,000 - Gasoline Drive-off	1	0	1	0	0.50
Theft Under \$5,000 - Master Code	3	1	1	1	1.50
Theft Under \$5,000 - Other Theft	9	5	6	2	5.50
Theft Under \$5,000 SHOPLIFTING	0	2	1	2	1.25
Unlawful in a dwelling house	0	1	0	0	0.25
Statutes & Acts	59	29	39	56	45.75
Landlord / Tenant	21	7	8	6	10.50
Mental Health Act	5	4	8	30	11.75
Mental Health Act - Apprehension	1	3	7	1	3.00
Mental Health Act - Attempt Suicide	0	4	1	4	2.25
Mental Health Act - No Contact with Police	1	2	1	2	1.50
Mental Health Act - Placed on Form	1	0	0	2	0.75
Mental Health Act - Threat of Suicide	3	1	3	4	2.75
Mental Health Act - Voluntary Transport	0	0	2	0	0.50
Trespass To Property Act	27	8	9	7	12.75
Traffic	30	38	27	38	33.25
MVC - OTHERS (MOTOR VEHICLE COLLISION)	1	0	0	1	0.50

**OPP 2026 Calls for Service Details****Powassan M****For the calendar years 2021 to 2024**

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2021	2022	2023	2024	
MVC - PERS. INJ. FAILED TO REMAIN (MOTOR VEHICLE COLLISION)	0	0	1	0	0.25
MVC - PERSONAL INJURY (MOTOR VEHICLE COLLISION]	4	1	1	2	2.00
MVC - PROP. DAM. FAILED TO REM (MOTOR VEHICLE COLLISION)	0	0	1	1	0.50
MVC - PROP. DAM. NON REPORTABLE (MOTOR VEHICLE COLLISION]	9	13	10	16	12.00
MVC - PROP. DAM. REPORTABLE (MOTOR VEHICLE COLLISION]	16	21	14	18	17.25
MVC (MOTOR VEHICLE COLLISION) - Master Code	0	3	0	0	0.75
Violent Criminal Code	18	21	29	22	22.50
Assault - Level 1	6	13	9	4	8.00
Assault With Weapon or Causing Bodily Harm - Level 2	0	0	4	2	1.50
Criminal Harassment	4	0	4	7	3.75
Forcible confinement	0	0	1	2	0.75
Indecent/Harassing Communications	0	0	0	2	0.50
Sexual Assault	2	3	3	4	3.00
Sexual Interference	0	1	0	0	0.25
Using firearm (or imitation) in commission of offence	0	1	0	0	0.25
Utter Threats to Person	6	3	8	1	4.50

**OPP 2024 Reconciled Year-End Summary**

**Powassan M**

**Reconciled cost for the period January 1 to December 31, 2024**

Base Service	Property Counts		Cost per	Reconciled	Estimated	Reconciliation
			Property \$	Cost \$	Cost \$	Variance \$
<b>Base Service</b>	<b>Property Counts</b>					
	Household	1,513				
	Commercial and Industrial	104				
	<b>Total Properties</b>	<b>1,617</b>				
			179.78	290,697	267,753	22,943
<b>Calls for Service</b>						
	Total all municipalities	198,679,051				
	Municipal portion	0.0944%	116.01	187,583	172,783	14,800
<b>Overtime</b>			27.72	44,819	20,446	24,373
<b>Prisoner Transportation</b>	(per property cost)		1.87	3,024	1,811	1,213
<b>Accommodation/Cleaning Services</b>	(per property cost)		5.16	8,344	7,923	420
<b>Total 2024 Costs</b>			<b>330.53</b>	<b>534,467</b>	<b>470,717</b>	
<b>2024 Billed Amount</b>				<b>470,714</b>		
<b>2024 Year-End-Adjustment</b>					<b>63,753</b>	

**Notes**

The Year-End Adjustment above is included as an adjustment on the 2026 Billing Statement.

This amount is incorporated into the monthly invoice amount for 2026.

The difference between the estimated and billed amount is due to rounding the bills to the nearest dollar throughout the year.

## OPP 2024 Reconciled Base Services and Calls for Service Cost Summary

For the period January 1 to December 31, 2024

Salaries and Benefits	Positions	Base	Total Base Services and Calls for Service	Base Services	Calls for Service
	FTE	%	\$/FTE	\$	\$
<b>Uniform Members</b>	<b>Note 1</b>				
Inspector .....	26.21	100.0	182,588	4,785,639	4,785,639
Staff Sergeant-Detachment Commander .....	9.14	100.0	163,618	1,495,473	1,495,473
Staff Sergeant .....	36.76	100.0	152,805	5,617,096	5,617,096
Sergeant .....	222.37	50.4	136,574	30,369,854	15,318,086
Constable .....	1,613.61	50.4	116,074	187,298,667	94,469,399
Part-Time Constable .....	15.08	50.4	93,354	1,407,778	710,424
Total Uniform Salaries .....	1,923.17			230,974,507	122,396,117
Statutory Holiday Payout .....			6,050	11,543,670	6,038,603
Shift Premiums .....			1,129	2,088,959.07	1,053,632
Uniform Benefits - Inspector .....		28.64%		1,370,468	1,370,468
Uniform Benefits - Full-Time Salaries .....		36.39%		81,797,167	42,539,580
Uniform Benefits - Part-Time Salaries .....		20.76%		292,210	147,462
<b>Total Uniform Salaries &amp; Benefits</b>				<b>328,066,981</b>	<b>173,545,862</b>
<b>Detachment Civilian Members</b>	<b>Note 1</b>				
Detachment Administrative Clerk .....	168.12	50.4	73,426	12,344,361	6,226,515
Detachment Operations Clerk .....	2.08	50.4	69,128	143,787	72,585
Detachment Clerk - Typist .....	1.06	50.4	60,677	64,318	32,159
Court Officer - Administration .....	25.63	50.4	74,937	1,920,625	968,930
Crimestoppers Co-ordinator .....	0.83	50.4	70,809	58,771	29,740
Cadet .....	0.68	50.4	49,848	33,897	16,948
Total Detachment Civilian Salaries .....	198.40			14,565,758	7,346,877
Civilian Benefits - Full-Time Salaries .....		35.46%		5,164,440	2,604,911
<b>Total Detachment Civilian Salaries &amp; Benefits</b>				<b>19,730,198</b>	<b>9,951,788</b>
<b>Support Costs - Salaries and Benefits</b>	<b>Note 2</b>				
Communication Operators .....			6,228	11,977,503	6,263,811
Prisoner Guards .....			1,996	3,838,647	2,007,477
Operational Support .....			6,080	11,692,874	6,114,960
RHQ Municipal Support .....			2,751	5,290,641	2,766,818
Telephone Support .....			141	271,167	141,811
Office Automation Support .....			875	1,682,774	880,031
Mobile and Portable Radio Support .....			282	546,586.50	285,768
<b>Total Support Staff Salaries and Benefits Costs</b>				<b>35,300,192</b>	<b>18,460,676</b>
<b>Total Salaries &amp; Benefits</b>				<b>383,097,371</b>	<b>201,958,326</b>
<b>Other Direct Operating Expenses</b>	<b>Note 2</b>				
Communication Centre .....			155	298,091	155,891
Operational Support .....			1,018	1,957,787	1,023,854
RHQ Municipal Support .....			212	407,712	213,219
Telephone .....			1,582	3,042,455	1,591,097
Mobile Radio Equipment Repairs & Maintenance .....			147	284,923	148,964
Office Automation - Uniform .....			3,019	5,806,050	3,036,359
Office Automation - Civilian .....			1,154	228,954	115,088
Vehicle Usage .....			9,975	19,183,621	10,032,356
Detachment Supplies & Equipment .....			548	1,053,897	551,151
Uniform & Equipment .....			2,305	4,467,666	2,335,795
Uniform & Equipment - Court Officer .....			994	25,476	12,852
<b>Total Other Direct Operating Expenses</b>				<b>36,756,632</b>	<b>19,216,626</b>
<b>Total 2024 Municipal Base Services and Calls for Service Cost</b>				<b>\$ 419,854,003</b>	<b>\$ 221,174,952</b>
<b>Total OPP-Policed Municipal Properties</b>					<b>\$ 1,230,286</b>
<b>Base Services Cost per Property</b>					<b>\$ 179.78</b>

## OPP 2024 Reconciled Base Services and Calls for Service Cost Summary

For the period January 1 to December 31, 2024

### Notes:

Total Base Services and Calls for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2019 through 2022. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 88.28 FTEs with a cost of \$17,343,993 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level and classification. The 2024 salaries incorporate the 2024 general salary rate increases set in the 2023 to 2026 OPPA Uniform and Civilian Collective Agreements, (uniform and civilian staff - 4.50%). The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2024-25). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 50.44% Base Services : 49.56% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2023 Municipal Policing Cost-Recovery Formula.

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**DATE:** December 9, 2025

**MEMORANDUM TO:** Heads of Council

**SUBJECT:** Emergency Management Modernization Act Achieves Royal Assent

Dear Heads of Council:

I am pleased to let you know that on December 3rd, 2025, the Government of Ontario's *Emergency Management Modernization Act, 2025*, which amends the *Emergency Management and Civil Protection Act* (EMCPA) received Royal Assent.

The EMCPA is Ontario's framework for managing emergencies and defines the authority and responsibilities of the province, municipalities and specific individuals in emergency management.

From ice storms to flooding and wildland fire, the risks facing communities have grown in scale and impact. That's why under the leadership of Premier Ford, Ontario has urgently modernized its legislation to reflect the rapidly changing landscape of emergencies.

The amendments we have made enable a more effective, coordinated and comprehensive approach to emergency management and ensures response plans are tailored to local needs. Key changes now include:

- Clarifying the role of the Ministry of Emergency Preparedness and Response as the provincial lead and one-window contact for coordinating emergency management activities.
- Outlining Ontario Corps as a key provincial emergency resource and capability that can be deployed to supplement local resources to support municipalities, when requested. (An emergency declaration is not required to request provincial support.)
- Strengthening Ontario's commitment to facilitating coordination among municipalities by implementing the joint emergency programs and plans for two or more municipalities.

The legislation will be implemented in phases, with future regulations to support it. Future work will enhance municipal emergency management by providing flexibility for programs based on local needs and capacity. Upcoming regulations will also clarify the process for municipal emergency declarations under the Act to ensure accountability.

Ongoing dialogue and collaboration with municipalities and emergency management partners will be key as the ministry continues engagement to inform future work related to these amendments.

On a personal note, it was a pleasure to meet with many of you this summer, including at the Association of Municipalities of Ontario (AMO) conference to discuss Ontario's emergency management modernization. The feedback we received has been instrumental in shaping these legislative amendments.

Thank you for your continued partnership and dedication to protect Ontario. I hope to see you at the Rural Ontario Municipal Association Conference in January. Your commitment to emergency management makes a difference, and I look forward to moving this important work forward with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Jill Dunlop".

The Honourable Jill Dunlop  
Minister of Emergency Preparedness and Response

cc: Rob Flack, Minister of Municipal Affairs and Housing  
Robin Jones, President, Association of Municipalities of Ontario

<u>NBMCA</u>	<u>Budget 2025</u>	<u>Budget 2026</u>	<u>% Change</u>
<b>Revenue</b>			
Transfer Payment (S. 39)	<b>133,470</b>	<b>133,470</b>	<b>0.0%</b>
Transfer Payment (WECI)	<b>100,000</b>	-	<b>-100.0%</b>
Transfer Payment (DWSP)	<b>212,002</b>	<b>211,389</b>	<b>-0.3%</b>
Transfer Payment (FHIMP)	<b>30,000</b>	-	<b>-100.0%</b>
Grants from Others	-	-	<b>0.0%</b>
General Levy	<b>961,544</b>	<b>1,101,120</b>	<b>14.5%</b>
Sole-benefitting Levy	<b>534,983</b>	<b>577,000</b>	<b>7.9%</b>
Fees	<b>1,036,865</b>	<b>905,000</b>	<b>-12.7%</b>
Donations	<b>23,000</b>	<b>20,775</b>	<b>-9.7%</b>
Internal Rent Rev.	<b>12,865</b>	<b>13,187</b>	<b>2.5%</b>
Rental Rev. External	<b>76,005</b>	<b>76,005</b>	<b>0.0%</b>
Other Revenue	<b>370,430</b>	<b>58,570</b>	<b>-84.2%</b>
Interest Earned	<b>54,000</b>	<b>26,000</b>	<b>-51.9%</b>
Admin Overhead	<b>628,825</b>	<b>427,487</b>	<b>-32.0%</b>
<b>Total Revenue</b>	<b>4,174,009</b>	<b>3,550,003</b>	<b>-14.9%</b>
<b>Expense</b>			
Wages and Benefits	<b>2,129,258</b>	<b>2,048,148</b>	<b>-3.81%</b>
Per Diem	<b>11,500</b>	<b>9,500</b>	<b>-17.39%</b>
Members Mileage	<b>7,500</b>	<b>7,000</b>	<b>-6.67%</b>
Members Expense	<b>3,000</b>	<b>5,250</b>	<b>75.00%</b>
Staff Mileage and Expense	<b>29,000</b>	<b>14,250</b>	<b>-50.86%</b>
Staff Certification and Training	<b>23,500</b>	<b>17,500</b>	<b>-25.53%</b>
Telephone	<b>31,000</b>	<b>33,000</b>	<b>6.45%</b>
Property Taxes	<b>37,823</b>	<b>40,329</b>	<b>6.63%</b>
Insurance	<b>105,572</b>	<b>92,866</b>	<b>-12.04%</b>
Natural Gas	<b>20,000</b>	<b>15,000</b>	<b>-25.00%</b>
Repair & Maintenance	<b>35,000</b>	<b>40,000</b>	<b>14.29%</b>
Office Supplies	<b>6,500</b>	<b>10,000</b>	<b>53.85%</b>
Postage	<b>1,500</b>	<b>1,000</b>	<b>-33.33%</b>
Equipment Purchase	<b>1,000</b>	<b>39,000</b>	<b>3800.00%</b>
Equipment Rental	<b>8,000</b>	<b>5,000</b>	<b>-37.50%</b>
Publications and Printing	<b>500</b>	<b>1,700</b>	<b>240.00%</b>
Advertising	<b>2,500</b>	<b>2,200</b>	<b>-12.00%</b>
Bank Charges	<b>2,000</b>	<b>2,500</b>	<b>25.00%</b>
Interest Expense - Mortgage	<b>25,000</b>	-	<b>-100.00%</b>
Credit Card Fees	<b>16,500</b>	<b>18,500</b>	<b>12.12%</b>
Staff Appreciation and Clothing	<b>20,000</b>	<b>12,000</b>	<b>-40.00%</b>
Audit	<b>26,945</b>	<b>21,400</b>	<b>-20.58%</b>
Legal Services	<b>75,000</b>	<b>75,000</b>	<b>0.00%</b>
Materials and Supply	<b>31,500</b>	<b>42,500</b>	<b>34.92%</b>
Cons. Ontario Levy	<b>26,815</b>	<b>28,755</b>	<b>7.23%</b>
Services	<b>343,242</b>	<b>285,401</b>	<b>-16.85%</b>
Consulting Services	<b>219,762</b>	<b>20,000</b>	<b>-90.90%</b>
Admin Overhead	<b>628,825</b>	<b>427,488</b>	<b>-32.02%</b>
Rental Expense	<b>48,865</b>	<b>50,687</b>	<b>3.73%</b>
Water	<b>6,200</b>	<b>5,000</b>	<b>-19.35%</b>
Hydro	<b>26,020</b>	<b>23,000</b>	<b>-11.61%</b>
Vehicle Gas	<b>17,700</b>	<b>19,750</b>	<b>11.58%</b>
Accounting Services	<b>1,800</b>	<b>2,500</b>	<b>38.89%</b>
Internal Chargeback	<b>61,182</b>	<b>61,182</b>	<b>0.00%</b>
Mortgage Principal Repayment	<b>18,500</b>	<b>50,000</b>	<b>170.27%</b>
Ski Hill Operations	<b>65,000</b>	-	<b>-100.00%</b>
Ski Hill Capital	<b>60,000</b>	-	<b>-100.00%</b>
<b>Total Expenses</b>	<b>4,174,009</b>	<b>3,527,406</b>	<b>-15.49%</b>
<b>Net Surplus (-Deficit)</b>	-	<b>22,597</b>	<b>0</b>

## Municipal Levy

Municipality	Area % in CA	MCVA 2026	General Levy 2026	MCVA 2025	General Levy 2025	Diff '26-'25
<b>Bonfield</b>	100	3.49	<b>\$38,418</b>	3.43	<b>\$33,143</b>	<b>\$5,276</b>
<b>Calvin</b>	100	1.23	<b>\$13,557</b>	1.23	<b>\$11,850</b>	<b>\$1,707</b>
<b>Chisholm</b>	94	1.53	<b>\$16,815</b>	1.50	<b>\$14,499</b>	<b>\$2,316</b>
<b>East Ferris</b>	83	6.44	<b>\$70,950</b>	6.29	<b>\$61,438</b>	<b>\$9,513</b>
<b>Mattawa</b>	71	0.98	<b>\$10,784</b>	0.98	<b>\$9,475</b>	<b>\$1,309</b>
<b>Mattawan</b>	19	0.06	<b>\$715</b>	0.06	<b>\$597</b>	<b>\$118</b>
<b>North Bay</b>	100	78.94	<b>\$869,266</b>	79.23	<b>\$760,306</b>	<b>\$108,960</b>
<b>Papineau-Cameron</b>	35	0.80	<b>\$8,814</b>	0.80	<b>\$7,712</b>	<b>\$1,102</b>
<b>Callander</b>	100	6.48	<b>\$71,351</b>	6.44	<b>\$62,131</b>	<b>\$9,220</b>
<b>Powassan</b>	1	0.04	<b>\$449</b>	0.04	<b>\$393</b>	<b>\$56</b>
		<b>Total</b>	<b>\$1,101,120</b>		<b>\$961,544</b>	<b>\$139,576</b>
		2026 General Levy	\$1,101,120	14.52%		
		2025 General Levy	\$961,544			

Municipality	Area % in CA	MCVA	TOTAL LEVY 2026	OPERATING			Capital		
				General Levy	Sole-benefit Levy	Total Operating Levy	General Levy	Sole-benefit Levy	Total Capital Levy
<b>Bonfield</b>	100	3.49	\$ 39,196	\$ 38,418		\$ 38,418	\$ 777		\$ 777
<b>Calvin</b>	100	1.23	\$ 13,832	\$ 13,557		\$ 13,557	\$ 274		\$ 274
<b>Chisholm</b>	94	1.53	\$ 17,155	\$ 16,815		\$ 16,815	\$ 340		\$ 340
<b>East Ferris</b>	83	6.44	\$ 72,386	\$ 70,950		\$ 70,950	\$ 1,435		\$ 1,435
<b>Mattawa</b>	71	0.98	\$ 11,003	\$ 10,784		\$ 10,784	\$ 218		\$ 218
<b>Mattawan</b>	19	0.06	\$ 729	\$ 715		\$ 715	\$ 14		\$ 14
<b>North Bay</b>	100	78.94	\$ 1,463,853	\$ 869,266	\$ 292,000	\$ 1,161,266	\$ 17,587	\$ 285,000	\$ 302,587
<b>Papineau-Cameron</b>	35	0.80	\$ 8,992	\$ 8,814		\$ 8,814	\$ 178		\$ 178
<b>Callander</b>	100	6.48	\$ 72,795	\$ 71,351		\$ 71,351	\$ 1,444		\$ 1,444
<b>Powassan</b>	1	0.04	\$ 458	\$ 449		\$ 449	\$ 9		\$ 9
		<b>Total</b>	<b>\$ 1,700,398</b>	<b>\$ 1,101,120</b>	<b>\$ 292,000</b>	<b>\$ 1,393,120</b>	<b>\$ 22,278</b>	<b>\$ 285,000</b>	<b>\$ 307,278</b>

# January 2026

January 2026							February 2026						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
							1	2	3	4	5	6	7
	4	5	6	7	8	9	8	9	10	11	12	13	14
	11	12	13	14	15	16	15	16	17	18	19	20	21
	18	19	20	21	22	23	22	23	24	25	26	27	28
	25	26	27	28	29	30	31						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 28	29	30	31	Jan 1, 26	2	3							
				Office Closed	Office Closed								
4	5	6	7	8	9	10							
				DSSAB									
11	12	13	14	15	16	17							
				NBMCA									
18	19	20	21	22	23	24							
				Golden Sunshine	Housing Copr.								
25	26	27	28	29	30	31							
				North Almaguin Planning Board									
							1						