

AGENDA

Regular Council Meeting
Tuesday, May 6, 2025, 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, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care of, and teachings about, our earth and our relations. May we continue to honour these teachings."

3. ROLL CALL

4. DISCLOSURE OF MONETARY INTEREST AND GENERAL NATURE THEREOF

5. APPROVAL OF THE AGENDA

6. DELEGATIONS TO COUNCIL

6.1 – Colin Byham – Creation of the Trout Creek Community Centre Fundraising Committee

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

7.1 Regular Council Meeting of April 15, 2025

8. MINUTES AND REPORTS FROM COMMITTEES OF COUNCIL

9. MINUTES AND REPORTS FROM APPOINTED BOARDS

9.1 Golden Sunshine Municipal Non-Profit Housing Corporation – Minutes of March 18, 2025

9.2 District of Parry Sound Social Services Administration Board – CAO's Report March/April

10. STAFF REPORTS

10.1 Treasurer/Director of Corporate Services, B. Robinson – 2025 Draft Budget

10.2 Treasurer/Director of Corporate Services, B. Robinson – Budget Report Under O. Reg. 284/09

10.3 Treasurer/Director of Corporate Services, B. Robinson – TC Playground Upgrades

10.4 Treasurer/Director of Corporate Services, B. Robinson – Tandem Plow Purchase

10.5 Treasurer/Director of Corporate Services, B. Robinson – TCCC

11. BY-LAWS

- 11.1 Bylaw 2025-08 – To Set Tax Ratios for 2025
- 11.2 Bylaw 2025-09 – To Adopt the 2025 Municipal Budget
- 11.3 Bylaw 2025-10 – To Provide for the Adoption of Tax Rates and Default Payment for 2025
- 11.4 Bylaw 2025-11 – To Adopt Water and Wastewater Budgets for 2025
- 11.5 Bylaw 2025-12 – To Adopt Water and Wastewater Rate and Fee Schedule for 2025
- 11.6 Bylaw 2025-13 – To Establish and Regulate a Fire Department

12. UNFINISHED BUSINESS

- 12.1 Ministry of Sport – Summer Employment Opportunities Program
- 12.2 Ministry of Canadian Culture – Celebrate Canada Funding
- 12.3 Powassan and District Union Public Library- 2025 Budget

13. NEW BUSINESS

- 13.1 Notice of Statutory Public Meeting for a new Official Plan
- 13.2 Ministry of the Environment, Conservation and Parks – Provincial Day of Action on Litter
- 13.3 Moose Hide Campaign – Municipal Leaders Standing Together for Safety and Healing

14. CORRESPONDENCE

- 14.1 Town of Parry Sound – Strong Mayor Resolution

15. ADDENDUM

16. NOTICE OF SCHEDULE OF COUNCIL AND BOARD MEETINGS

17. CLOSED SESSION

- 17.1 Adoption of Closed Session Minutes of April 15, 2025
- 17.2 Labour Relations – Section 239(2)(d) of the Municipal Act and under Section 9(4)(d) of the Procedural Bylaw – matters regarding labour relations or employee negotiations.
- 17.3 Identifiable Individuals – Section 239(2)(b) of the Municipal Act and under Section 9(4)(b) of the Procedural Bylaw – matters regarding an identifiable individual, including municipal or local board employees.

18. MOTION TO ADJOURN

Regular Council Meeting
Tuesday, April 15, 2025, at 6:30 pm
Powassan Council Chambers

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

Staff: Brayden Robinson, Treasurer/Director of Corporate Services,
Deputy Clerk

Presentations: 6.1 – Jessica Dion, Baker Tilly – 2024 Auditor’s Report
6.2 – J. Eckensviller, B. Eckensviller, L. Lingenfelter – Proposal for a
Trout Creek Community Centre Advisory Committee

Disclosure of Monetary Interest and General Nature Thereof: None.

- 2025-112** Moved by: R. Hall Seconded by: M. Wand
That the agenda of the Regular Council Meeting of April 15, 2025, be approved with the following addendum:
Item 6.2 – J. Eckensviller, B. Eckensviller, L. Lingenfelter- Proposal for a Trout Creek Community Centre Advisory Committee **Carried**
- 2025-113** Moved by: M. Wand Seconded by: D. Britton
That the Audited (Baker Tilly) Consolidated Financial Statements for the Municipality of Powassan for the year ending December 31, 2024, be received and approved. **Carried**
- 2025-114** Moved by: D. Britton Seconded by: R. Hall
That the minutes of the Regular meeting of Council of April 1, 2025, be adopted. **Carried**
- 2025-115** Moved by: R. Hall Seconded by: M. Wand
That the minutes from the Powassan Maple Syrup Festival Committee meeting of March 26, 2025, be received. **Carried**
- 2025-116** Moved by: M. Wand Seconded by: L. Patey
That the minutes from the Powassan Maple Syrup Festival Committee meeting of April 9, 2025, be received. **Carried**
- 2025-117** Moved by: D. Britton Seconded by: L. Patey
That the minutes from the Powassan Nipissing Callander Police Detachment Board meeting of January 27, 2025, be received. **Carried**

- 2025-118** Moved by: L. Patey Seconded by: D. Britton
That the memo from Treasurer/Director of Corporate Services, B. Robinson, regarding Commercial Recycling Pick Up be received, for information purposes. **Carried**
- 2025-119** Moved by: D. Britton Seconded by: R. Hall
That the memo from Manager of Operations and Facilities, F. Schmeltz, regarding the March Public Works Update, be received. **Carried**
- 2025-120** Moved by: R. Hall Seconded by: M. Wand
That the memo from Clerk, A. Quinn, regarding the draft Animal Control Bylaw be received; and,

FURTHER that any comments or changes be sent to staff by April 30, 2025. **Carried**
- 2025-121** Moved by: M. Wand Seconded by: D. Britton
That the memo from Treasurer/Director of Corporate Services, B. Robinson, regarding the RFP for Pool Repairs, be received; and,

FURTHER that Council approve the proposal submitted by RECA Vinyl Works Inc. for repairs to the Powassan Lion's Pool. **Carried**
- 2025-122** Moved by: D. Britton Seconded by: L. Patey
That the memo from Treasurer/Director of Corporate Services, B. Robinson, regarding the Reserves and Reserve Funds Report, be received for information purposes. **Carried**
- 2025-123** Moved by: L. Patey Seconded by: R. Hall
That the memo from Treasurer/Director of Corporate Services, B. Robinson, regarding Long Term Capital Planning, be received for information purposes. **Carried**
- 2025-124** Moved by: R. Hall Seconded by: M. Wand
That the draft Bylaw from Fire Chief R. Giesler, be received; and,

FURTHER that any comments or changes be sent to staff by April 30, 2025. **Carried**
- 2025-125** Moved by: M. Wand Seconded by: D. Britton
That the report from Manager of Operations and Facilities, F. Schmeltz, regarding Sewer Upgrade Requirements, be received for information purposes. **Carried**
- 2025-126** Moved by: D. Britton Seconded by: L. Patey
That the Annual Report for the Operating Period of December 19, 2023, to December 18, 2024, from the Municipality of Powassan's Integrity Commissioner, Michael Maynard, be received. **Carried**
- 2025-127** Moved by: L. Patey Seconded by: R. Hall
That the report from Councillor M. Wand regarding Canoes for Scouts, be received; and,

FURTHER that the Council for the Municipality of Powassan donate the canoes to the 1st Powassan Scouting Group and that staff facilitate the donation. **Carried**

- 2025-128** Moved by: R. Hall Seconded by: M. Wand
That the correspondence from Service Canada regarding Canada Summer Jobs Application and Agreement, be received. **Carried**
- 2025-129** Moved by: M. Wand Seconded by: D. Britton
That the correspondence from the Ministry for Seniors and Accessibility regarding the 2025 Ontario Senior of the Year Award, be received. **Carried**
- 2025-130** Moved by: D. Britton Seconded by: L. Patey
That the correspondence from the Ministry for Municipal Affairs and Housing regarding the 2024 Financial Indicators Report, be received. **Carried**
- 2025-131** Moved by: L. Patey Seconded by: R. Hall
That the Ontario Clean Water Agency’s Powassan Water and Wastewater Systems Quarterly Operations Report dated January 1 – March 31, 2025, be received.
- Recorded Vote: Requested by Councillor Britton
- | | |
|--------------------|-----|
| Councillor Britton | Yea |
| Councillor Hall | Yea |
| Councillor Wand | Yea |
| Councillor Patey | Yea |
| Mayor McIsaac | Yea |
- Carried**
- 2025-132** Moved by: R. Hall Seconded by: M. Wand
That Council now adjourns to closed session at 8:38pm to discuss:
- 17.1 Adoption of Closed Session Minutes of April 1, 2025
17.2 Labour Relations – Section 239(2)(d) of the Municipal Act and under Section 9(4)(d) of the Procedural Bylaw – matters regarding labour relations or employee negotiations.
17.3 Labour Relations – Section 239(2)(d) of the Municipal Act and under Section 9(4)(d) of the Procedural Bylaw – matters regarding labour relations or employee negotiations. **Carried**
- 2025-133** Moved by: M. Wand Seconded by: L. Patey
That Council now reconvenes to regular session at 10:14pm. **Carried**
- 2025-134** Moved by: L. Patey Seconded by: M. Wand
Be it resolved that Council directs staff that RFP 2025-02 be cancelled. **Carried**
- 2025-135** Moved by: L. Patey Seconded by: R. Hall
That council now adjourns at 10:18pm. **Carried**

Mayor

Clerk

The Golden Sunshine Municipal Non-Profit Housing Corporation
Minutes of the Board of Directors Meeting
2025- 03

March 18, 2025

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

Present: Bernadette Kerr, Mieke Markus, Dave Yemm, Calvin Young, Leo Patey, Nancy McFadden & Amber McIsaac

Regrets: Dave Britton

1. Call to order

Resolution No. 2025-13– Moved by Nancy, seconded by Dave Yemm that the meeting was called to order at 9:30 am. Carried

2. Additions to Agenda – none

3. Approval of the Agenda

Resolution No. 2025-14 Moved by Calvin, seconded by Nancy that the agenda be adopted as Presented.

4. Conflict of Interest Disclosure – none

5. Approval of the Minutes from the February 18, 2025 board meeting

Resolution No. 2025-15– Moved by Nancy, seconded by Dave Yemm, that the minutes from the board meeting on February 18, 2025 were adopted as presented.

6. Business arising

a) Service Agreement

Signed service agreement with the DSSB presented to the board in follow up from the last regular meeting.

b) Patio Project Updates

Amber signed contract with Mitchell Jensen Architects, and contract was presented to the board. HSC will attend the board meeting in April to present tender bids from to the board. 2025 GST refund will help fund patio project including MJA fees.

7. Correspondences

a.2) Financials –

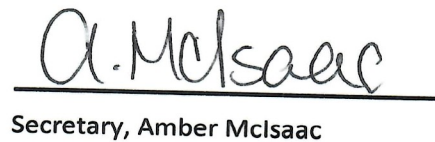
Resolution No. 2025-16 Moved by Leo, seconded by Dave Yemm that the Golden Sunshine Municipal Non-Profit Housing Corporation approves the February 2025 financial statements, statement as presented. Carried

8. Next Board Meeting – April 15, 2025 at 9:30am

Resolution No. 2025-17 Moved by Dave Yemm, seconded by Nancy that the meeting be ajourned. Carried



President, Bernadette Kerr



Secretary, Amber McIsaac




Chief Administrative Officer's Report

March / April 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.



HOUSING REGENERATION FORUM 2025

On February 27-28, 2025, I attended the Regeneration Forum conference, hosted by Housing Services Corporation (HSC) in Toronto. This annual Regeneration Forum aims to inspire and inform the Canadian community housing sector. This year's forum addressed the critical need to expand housing stock while accommodating diverse local needs. In addition to the main conference plenaries and workshop sessions, this year's Forum offered attendees the option to participate in a game designed to emulate the early stages of housing development. I was also pleased to be invited to Moderate a session titled 'Pushing Boundaries to Achieve Meaningful Change', introducing speakers whose passion, expertise and determination to 'get it done' are shaping the future of social and affordable housing in their communities. Forum attendees had the opportunity to:

- Learn how to navigate the roadmap to development for new builds or project renewals, with a focus on the physical asset, finance, partnerships and community.
- Explore ideas and approaches to rethink affordable housing development in your communities, including new innovations in design and planning.
- Find best strategies and tools you need to plan for, maintain and grow your organization's assets.
- Network with peers and develop mutually beneficial partnerships across the housing sector.

REGENERATION FORUM 2025

**LEVELLING
UP**

New Approaches to
Transform Housing

The Westin Harbour Castle, Toronto
February 27 & 28, 2025

REGISTER NOW

HR Update—April 2025

The Workplace Safety & Insurance Board (WSIB) recently announced surplus rebates for businesses in Ontario. The WSIB released the following information regarding the rebates:

"We're distributing \$2 billion to eligible Schedule 1 businesses because our insurance fund had a surplus greater than our necessary reserve due to strong operational, financial and investment management.

These surplus rebates recognize the important role Ontario businesses play in funding our no-fault work-related injury and illness insurance system, while continuing to protect our ability to help people who have experienced a work-related injury or illness with a safe, timely and lasting recovery and return to work today and into the future."

The DSSAB is receiving a rebate in the amount of \$62,661.79, in addition to a credit of \$2,210.37 for a total cheque amount of \$64,872.19.

The non-union compensation review has been completed, and we are now looking for consultants to complete the required Pay Equity maintenance for all unionized positions.

T4's for 2024 have been issued to all employees and Board members and are accessible through the Payworks portal.

Recruitment efforts continue in 2025, with 17 new hires this quarter. Our current postings include casual supply teachers and a contract position for the Home Child Care and Inclusion Support Services Supervisor.

Licensed Child Care Programs—January 2025

Total Children Utilizing Directly Operated Child Care in the District January 2025

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeeek ELCC	HCCP	Total
Infant (0-18M)	2	2	1	3	7	16
Toddler (18-30M)	9	6	8	19	38	79
Preschool (30M-4Y)	16	13	22	34	53	138
# of Active Children	27	21	31	56	98	233

Highlands ELCCC has several toddlers that have aged up to the preschool age group but will remain in the toddler room until space becomes available. There are a total of 233 children ages 0 to 4 years occupying child care spaces in the Directly Operated Child Care licensed programs. The Home Child Care Program accounts for 42% of the total enrollment.

Licensed Child Care Programs—February 2025

Total Children Utilizing Directly Operated Child Care in the District February 2025

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeeek ELCC	HCCP	Total
Infant (0-18M)	2	1	0	2	8	13
Toddler (18-30M)	10	7	6	14	36	73
Preschool (30M-4Y)	16	12	25	41	51	146
# of Active Children	28	20	31	57	95	231

Many infants have aged into the toddler age group and toddlers are aging into the preschool age group faster than preschool spaces are becoming available, so the educators are working on providing developmental and age-appropriate activities. We should see this level out in September when a majority of preschool children will graduate from our child care programs and space becomes available to move children from the toddler rooms to the preschool rooms.

All the Early Learning and Child Care Centres have been participating in the Seeds of Empathy program for the past two months where preschool children are learning about infant development and building language and social skills to reflect empathy.

The Directly Operated Admin and Highlands program supervisor was invited by Mary Gordon, founder of Roots of Empathy, to an event in Hamilton on February 1st where she was able to build relationships with the SOE team and Mary Gordon. The DOCC programs has been implementing the SOE program for over 12 years now and is recognized for its ongoing support and continued commitment to the program.

There are currently 19 approved Home Child Care Program premises and at this time under the funding provided through CWELCC, we have the capacity for one additional home in the district.

School Age Programs January 2025

Location	Enrollment
Mapleridge After School	26
Mapleridge Before School	10
Mapleridge Summer Program	N/A
Sundridge Centennial After School	13
Home Child Care	19
# of Active Children	65



School Age Programs February 2025

Location	Enrollment
Mapleridge After School	26
Mapleridge Before School	10
Mapleridge Summer Program	N/A (13 children on the 2025 waiting list)
Sundridge Centennial After School	12
Home Child Care	19
# of Active Children	65

The Sundridge After School Program has secured a staff member to support the program until the end of June. Both school age programs are close to capacity and families have begun to request a space in the Mapleridge Summer Program.

Inclusion Support Services January 2025

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	1	1	2	2	0	1	0
Toddler (18-30M)	5	6	11	11	3	2	0
Preschool (30M-4Y)	4	36	40	40	2	2	0
School Age (4Y+)	5	14	19	19	0	1	3
Monthly Total	15	57	72	-	5	6	3
YTD Total	15	57	-	72	5	6	3

Inclusion Support Services February 2025

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	1	1	2	2	0	0	0
Toddler (18-30M)	3	11	14	14	2	6	1
Preschool (30M-4Y)	6	37	43	44	2	4	0
School Age (4Y+)	3	15	18	19	0	1	4
Monthly Total	13	64	77	-	4	11	5
YTD Total	15	64	-	79	9	7	8

Connections are being made between the ISS program staff and the Residential Program Worker and the Clinical Counsellor at Esprit Place where team members have been given the opportunity to share their roles and focus of service with each other, as well as explore future partnership opportunities and identify the community programs that service mutual clients and the various supports being provided to young families.



EarlyON Child and Family Programs

January / February 2025

Activity	Jan 2025	Feb 2025	YTD
Number of Children Attending	852	755	1607
Number of New Children Attending	243	64	307
Number of Unique Children Attending	-	YTD	181
Number of Adults Attending	661	605	4,996
Number of Unique Adults Attending	-	YDT	230
Number of Virtual Programming Events	7	7	61
Number of Engagements through Social Media	215	98	3,119
Number of Views through Social Media	33,693	17,975	51,668

On Jan 25, the EarlyON team along with community partners attended the EarlyON program to provide families with information regarding literacy and how to support literacy at home. In total, 16 adults and 23 children attended.

The Districts of North Bay and Parry Sound have been collaborating to bring in a new parenting initiative. This initiative, called The Basics, is evidence-based and grounded on the Harvard University Center on the Child's scientific key concepts: brain architecture and early relational health. The EarlyON supervisor sits on this committee and will be providing training to the team upon roll out of this strategy.

The Basics Vision- A world where infants, toddler, and preschoolers of all racial/ethnic and socioeconomic backgrounds are on track to achieve their full potential- having benefitted from early experiences that foster health brain development, learning, joy and resilience.

The Basics Strategy – A packaged comprehensive parenting strategy designed to engage community organizations with a commitment to improving children's life trajectories. Resources are diverse, convenient and easy to access for parents and that parents have access to science-based strategies.

To learn more about the basics you can visit [Community Toolkit](#).

The EarlyON team has been creating developmental kits that will be used to support the families who do not attend the program. The kits will have resources regarding services including childcare and childcare fee subsidy along with developmental checklists and EarlyON information. We are hopeful that these can be accessible for those families who may be at Esprit, receiving support from Ontario Works, housing support and others throughout the District, and will potentially help with establishing a relationship with the EarlyON team.

Funding Sources for District Wide Childcare Spaces

January 2025

February 2025

Active	# of Children	# of Families
CWELCC*	53	51
CWELCC Full Fee	208	206
Extended Day Fee Subsidy	2	2
Fee Subsidy	32	25
Full Fee	24	22
Ontario Works	1	1
Total	320	307

Funding Source - New	# of Children	# of Families
CWELCC	4	4
CWELCC Full Fee	8	8
Extended Day Fee Subsidy	0	0
Fee Subsidy	0	0
Full Fee	0	0
Ontario Works	0	0
Total	12	12

Exits	# of Children	# of Families
CWELCC	1	1
CWELCC Full Fee	0	0
Extended Day Fee Subsidy	0	0
Fee Subsidy	0	0
Full Fee	0	0
Ontario Works	0	0
Total	1	1

Active	# of Children	# of Families
CWELCC*	48	46
CWELCC Full Fee	219	216
Extended Day Fee Subsidy	3	3
Fee Subsidy	29	23
Full Fee	26	24
Ontario Works	1	1
Total	326	313

Funding Source - New	# of Children	# of Families
CWELCC	1	1
CWELCC Full Fee	4	3
Extended Day Fee Subsidy	0	0
Fee Subsidy	0	0
Full Fee	0	0
Ontario Works	0	0
Total	5	4

Exits	# of Children	# of Families
CWELCC	0	0
CWELCC Full Fee	2	2
Extended Day Fee Subsidy	0	0
Fee Subsidy	0	0
Full Fee	0	0
Ontario Works	0	0
Total	2	2

Child Care Service Management

The Child Care and Early Years Act, 2014 requires service system managers to establish a child care and early years programs and service system plan for their service area.

The District of Parry Sound Social Services Administration Board (DSSAB) as the designated Service System Manager (CCSM) is responsible for identifying community needs for licensed child care and EarlyON programming, allocating funding to address child care and early years requirements, and for developing a service plan to identify local child care and early years system priorities.

This service plan outlines the DSSAB's vision for early years programs and services throughout the district for children 0-12 years of age. The service plan is reflective of the needs as identified by families and community stakeholders through consultation.

Service system plans should include the following key elements:

- Environmental scan results that assess current and future child care and early years service gaps and opportunities;
- A description of the community planning processes that was used to inform the development of the plan and a commitment to consult, at regular or relevant intervals, through the life of the plan;
- Strategic priorities and intended outcomes that are responsive to community needs and align with Ontario's vision for child care and early years and provincial interest;
- A measurable and action-oriented implementation plan that describes how strategic priorities and outcomes will be met; and

Accountability methods including the public posting of plans and reporting in accordance with the *Child Care and Early Years Act, 2014*.

In addition to the key areas identified, service system managers should also identify any other programs, needs, opportunities and/or challenges that may exist in their communities in their service system plan to support the ongoing reporting and planning process

The Child Care Service Management team (CCSM) began working with the Sault Ste Marie Innovation Centre to review/update the environmental scan, complete the analysis of the Early Development Instrument (EDI) – cycle 6 and lay the foundation for the 5 year service plan. We have been utilizing surveys to engage operators, community partners and families/caregivers. Along with reaching out to community partners and programs to acquire access to relevant data. We are aiming to have the plan finalized by June 2025.

Quality Assurance—Child Care Service Management

Quality in the care and services provided to children and families is something we value and strive to achieve. With the implementation of ongoing support through professional development, early learning resources and quality assurance visits we hope we can help assist the early childhood educators and leaders in the district in achieving the quality needed to promote healthy growth and foster strong relationships with children, families, peers and partners in our community.

To support and assist educators with sharing resources and highlighting ongoing program successes a new Educator Blog has been created. This resource blog/padlet will be used by Educators to share unique learning opportunities and activities they are implementing with families and children in their programs. We are hopeful the tool will connect educators and show value in the hard work they are doing for families and children in the community. In addition, new resources have been added to the padlets to include books, virtual training and webinars, early learning kits, as well as lots of documentation around the importance of quality early learning in terms of strategies and tools to effectively improve and enhance the early learning environment.

We are currently working on offering a variety of professional learning webinars for the early childhood educators in our district. The workshops will be offered throughout 2025 and will be focussed on topics that educators have highlighted as areas of need through the recent surveys distributed to educators. In addition, plans have been initiated for a full day training opportunity this fall in Parry Sound. The session will be an in-person training, one in which networking and sharing will be a major focus. We are hopeful this time to learn together again will help to support the ongoing struggles with burnout and retention in the field of early childhood education.

Summer is fast approaching and service agreements with camps and recreation programs has commenced. We will continue to show value in supporting all families in our community and will work to provide resources, funding and/or guidance to assist partners and families in creating quality and accessible care for the summer of 2025.

District of Parry Sound Application Portal

The new OneHSN-Child Care Application Portal was launched in July 2024 and has shown great success in helping families find and apply for child care in the district of Parry Sound. Continual support and guidance have been provided to families and operators as they navigate the new portal. How it works:

Parents:

- Parents create a secure login,
- Only one application is required to apply to multiple providers,
- Parents manage their child applications as changes occur in real time,
- Parents have easy access to community resources

Providers:

- Providers manage their own profile page which allows parents to see all the program options in one platform + add photos of the program,
- Easy work flow solutions for the provider to manage their wait list,
- Access to data and reports to support service planning,
- Providers have the capability to generate custom welcome letters for families,
- Providers can communicate with “broadcast” messages to all families



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 waitlist by removing duplicates, training staff and assisting families with updating their profiles.

Data for February 2025

Number of Unique Children on the Registry		
474		
Children who Identify as Indigenous	Children Identifying Francophone Relatives	Prenatal Children
42	33	38
Unique Children - includes children waiting for care and those who are placed in care but have applied to other child care centres/programs. (ie: currently in an infant space and have also applied for JK/SK after school program) - Or - includes all children who have completed an application for child care		

Unique Children Waiting for Care
433
Waiting for Care - children who remain on the application portal for care. Once placed in program, and not waiting for additional or other programs, children are removed from the registry.

Year, Month

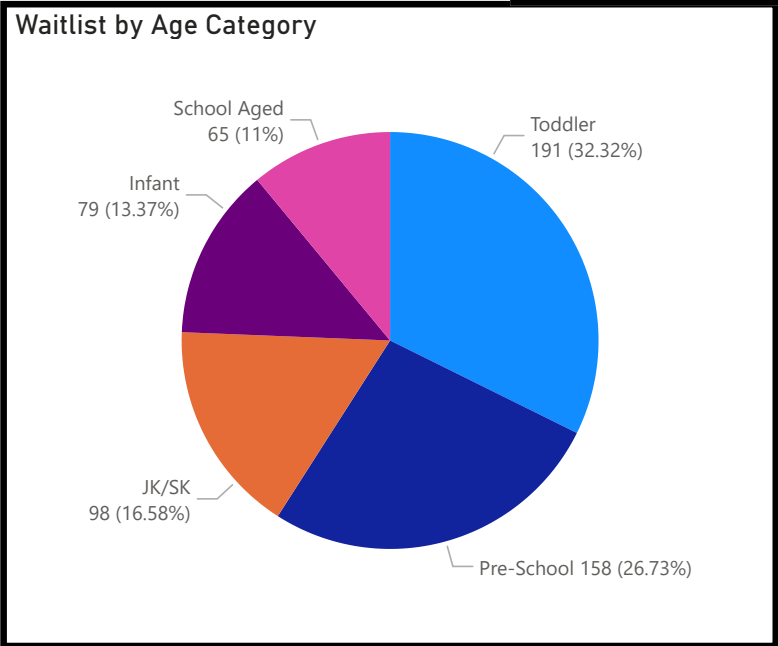
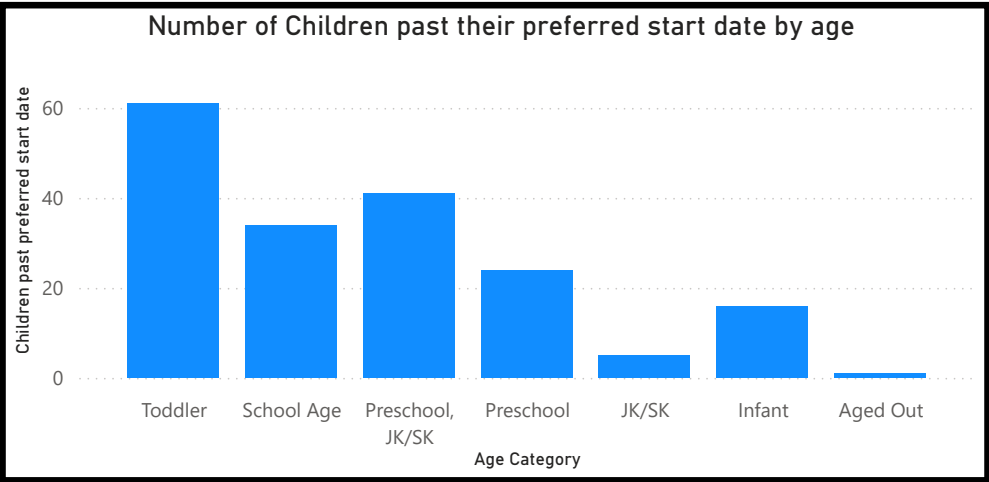
Multiple selections

Month

February

Waitlist Additions

43



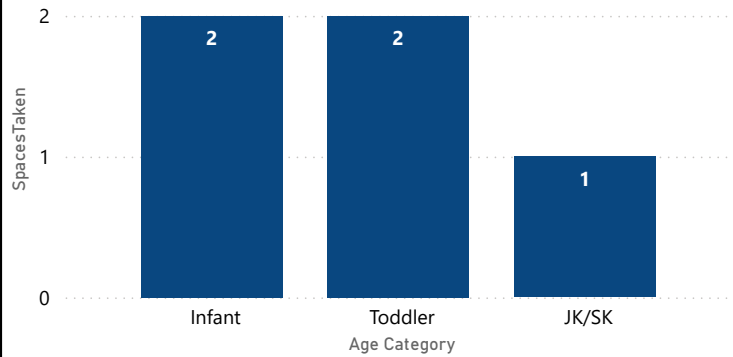
Year

2025

Month

February

Spaces Filled by Age Category

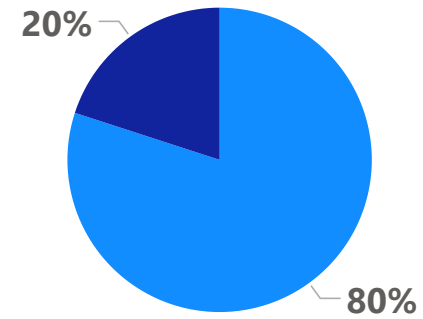


Spaces Filled by Program Time

Program Time

● Full Day

● After School



Children Placed

5

Spaces Filled

5

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.

Expectation of Future Care

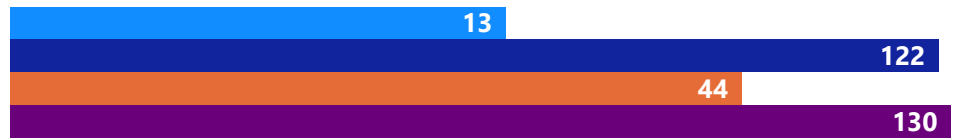
Number of children with a preferred start date within 1 month, 2-6 months, 6 months to a year, or more than a year.

● 1 Month

● 2 to 6 Months

● 6 to 12 Months

● More than 12 months



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 waitlist by removing duplicates, training staff and assisting families with updating their profiles.

Data for January 2025

Number of Unique Children on the Registry		
445		
Children who Identify as Indigenous	Children Identifying Francophone Relatives	Prenatal Children
40	33	32
Unique Children - includes children waiting for care and those who are placed in care but have applied to other child care centres/programs. (ie: currently in an infant space and have also applied for JK/SK after school program) - Or - includes all children who have completed an application for child care		

Unique Children Waiting for Care
404
Waiting for Care - children who remain on the application portal for care. Once placed in program, and not waiting for additional or other programs, children are removed from the registry.

Year, Month

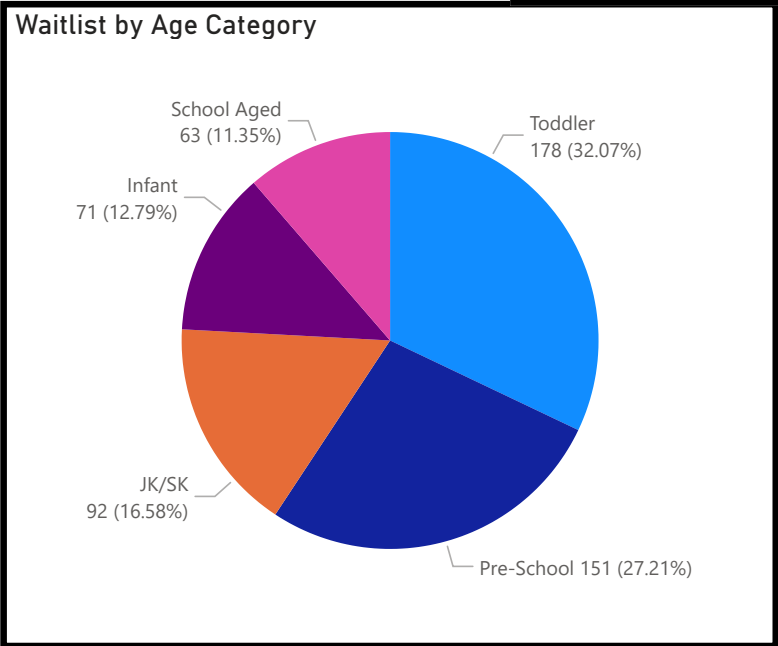
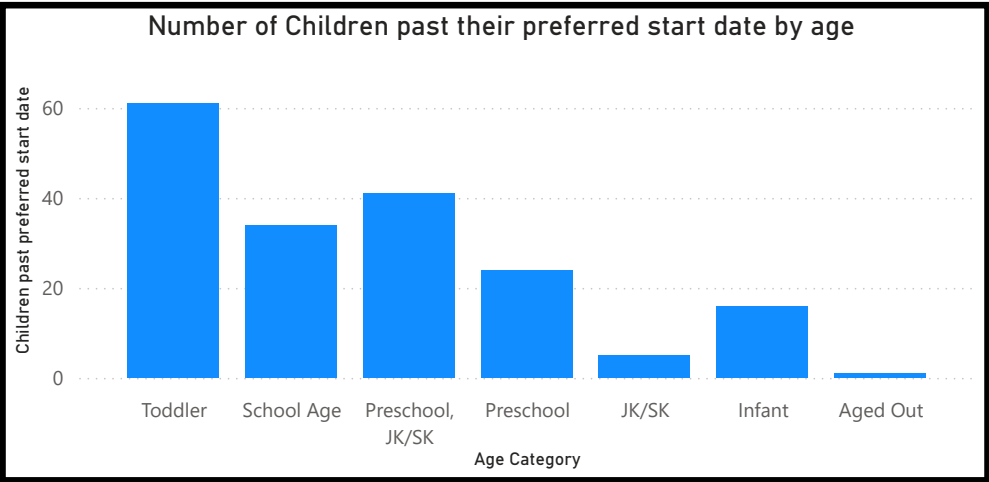
Multiple selections

Month

January

Waitlist Additions

65



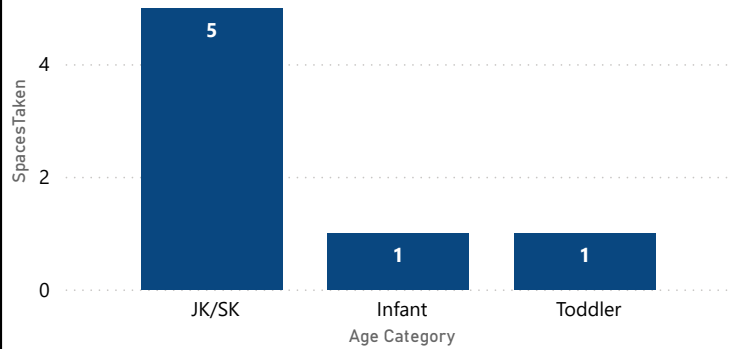
Year

2025

Month

January

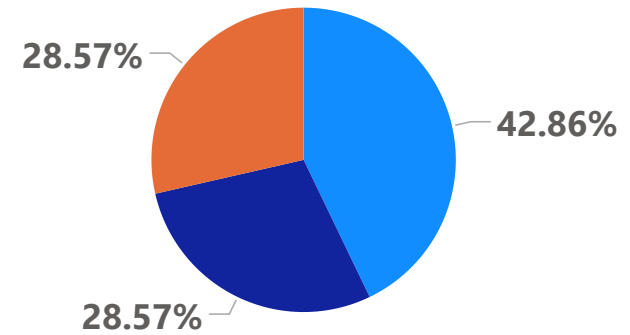
Spaces Filled by Age Category



Spaces Filled by Program Time

Program Time

- After School
- Before School
- Full Day



Children Placed

6

Spaces Filled

7

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.

Expectation of Future Care

Number of children with a preferred start date within 1 month, 2-6 months, 6 months to a year, or more than a year.



Income Support & Stability Divisional Update

Transitional Unit Success Story – We are beginning to see our first graduations from our transitional housing program where participants are obtaining safe and stable housing. Below is a blurb from one of the Integrated System Navigators:

“Seeking a quieter, simpler life, EL moved to the district as a file transfer through Ontario Works, leaving behind the hustle and bustle of the big city. His move was initiated by the pandemic, bringing him to a remote area of Almaguin, where he took on the role of caretaker for a friend’s property during its construction. In return, he lived rent-free, overseeing the site as they built their dream home. His living space was a tiny setup on the front porch of the unfinished house, which he shared with his cat, Squeaks. Without a car, he relied on a four-wheeler to get around.

When EL arrived, he was without a family doctor and navigating a recent mental health diagnosis that required ongoing medication.

His Navigator helped him connect with the Family Health team in Powassan, who reviewed his history and developed a care plan. EL and his ISN also worked together to gather the necessary paperwork for his Ontario Disability Support Program (ODSP) application, aiming to provide him with more financial stability. Ed’s ODSP was approved within a few months. (Something that is not typical) With his file transferred and his Ontario Works (OW) case closed, his ISN wished him well as he took the next steps toward independence.

Two years later, EL’s medical team reached out—this time to the Housing Stability Program (HSP). His health and housing situation had deteriorated, and two serious new diagnoses left him unable to drive, stranding him in his remote location without a 911 address for emergencies. The Program Lead, noticing he had been on with OW, contacted EL’s former ISN to review his background. The team worked together to find solutions in getting EL housed in the area where he would have access to the necessary supports required.

Together, they worked to connect EL with local resources, submit housing applications across Ontario, and secure financial assistance for housing. Eventually, he moved into a transitional housing unit, where he actively engaged in programs designed to help him regain life and housing stability and enhance the skills needed to maintain safe and stable housing. Thanks to his resilience, EL made significant progress in securing permanent housing and rebuilding his life.”

Transitional Program Expansion – Since January 1st, in partnership with our LHC, we have expanded our transitional housing programming from 4 to 6 units throughout the district to support We have also added 2 more transitional units into the program, one in Parry Sound and the other in Powassan in this reporting period.



Income Support & Stability Divisional Update...cont'd

Employment Services Transformation - As of March 1st, we are officially live with EST and the Integrated Employment Supports model (IES). Employment Assistance for Social Assistance recipients is now the responsibility of Employment Ontario, overseen by our Service System Manager for the Northeast, College Boreal. The focus of our work is on life stabilization and providing Person-Centered supports in the areas of:

- 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

We have been working closely with Boreal and our EO partners in the district to mitigate impacts on clients, through a revised Participation Benefits pamphlet (formerly Employment Related Expenses) and other processes. We were also busy training staff on the Common Assessment and Action Plan as now referral ready individuals are referred through SAMS to EO.

Integrated System Navigators have been having a presence on a weekly scheduled basis at our local EO offices to meet with clients, case conference with EO and support local needs.

We have also updated our info video for new clients to OW. The video highlights the range of Person-Centered Supports that are offered to participants in our program.

Communication of these changes was sent out to all DSSAB staff and our community partners.

Centralized Intake Expansion –Ontario Works Intake Unit (OWIU) – Our busy period in Ontario Works continued as we officially went live with Centralized Intake Expansion on January 27th. All new OW applications will be processed and granted by the province's Ontario Works Intake Unit. Local offices are able to support clients to complete applications online or over the phone, and able to issue emergency assistance, should there be urgency. We continue to work with MCCSS and OWIU to address challenges staff and clients face while we adapt to the new processes. Communication of these changes was sent out to all DSSAB staff and our community partners.

Clark Tech Table - The Program Lead in the Parry Sound office attended and presented at Clark Communications Virtual Tech Table to discuss the innovative work we are doing with our FIIT tool with the By Name List and Encampment Tracking tool. The tools garnered much interest from our other DSSAB/CMSM partners that use the Clark tool that attended the table.

Court Support Training - In partnership with Esprit, several ISN staff participated in Court Support Training on March 4th and 5th. Our ISN's provide transitional housing support to Esprit residents.

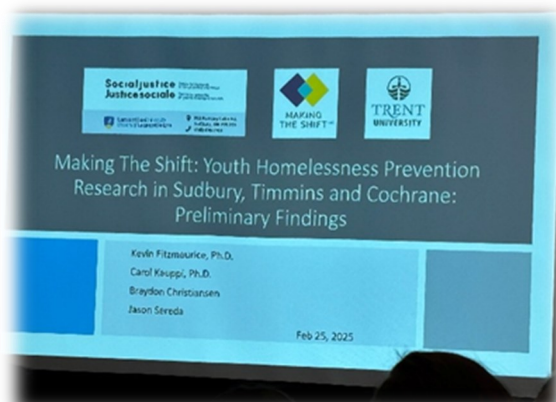
OMSSA Sector Leads - The Director of Income Support & Stability has attended the OMSSA Sector Leads meetings for Social Assistance and Homelessness.

Job Fair - The YMCA of Simcoe-Muskoka hosted a Job Fair on March 6th. Staff attended to support mutual clients and our partners at the Y.

Income Support & Stability Divisional Update –Cont’d...

Making the Shift-International Conference on Youth Homelessness Prevention

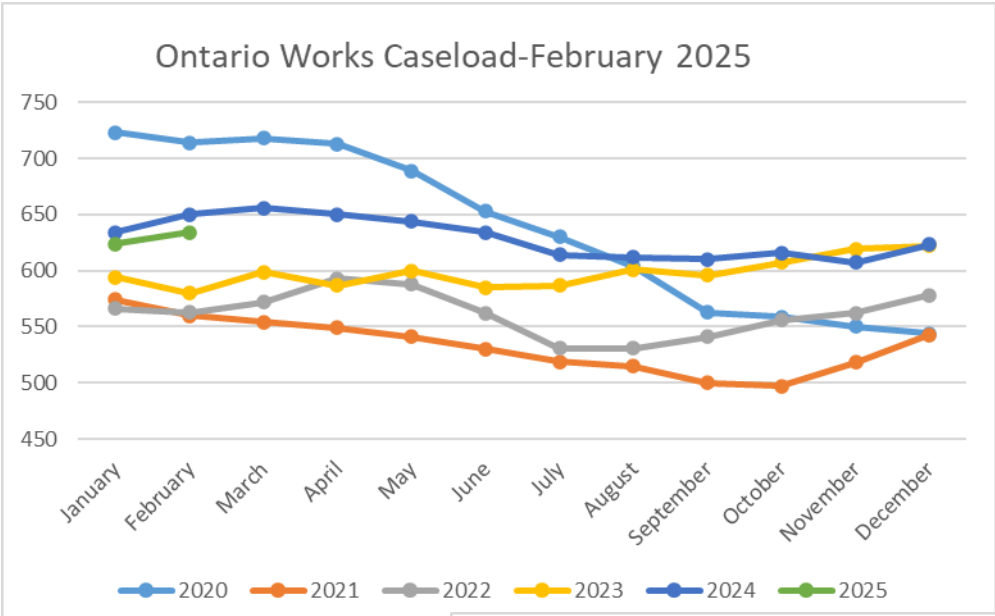
From February 24th to the 26th, the Director of Income Support & Stability attended the International Conference on Youth Homelessness Prevention in Toronto. The conference had great plenaries on the transitions from the Child Welfare system and youth homelessness (especially for indigenous youth), and inspiring stories of survival and other best practices from all around the world.



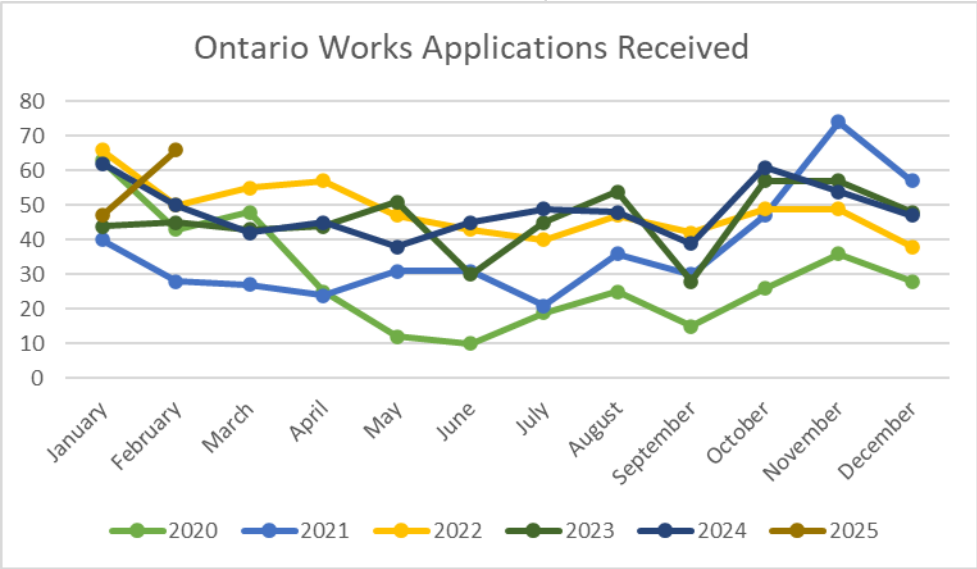
Tax Clinics -On March 20th at our Beechwood Office and March 21st at Employment North in South River, we hosted the Sudbury Community Service Centre for Income Tax Clinics. Both clinics were well attended, and staff reported the lobby was busy all day with people in and out.

DART (Domestic Abuse Review Team)-Members of the Income Support & Stability team attended the DART conference on March 20th and 21st put on by the Muskoka DART with support of the Parry Sound Violence Against Women Coordinating Committee (VAWCC).

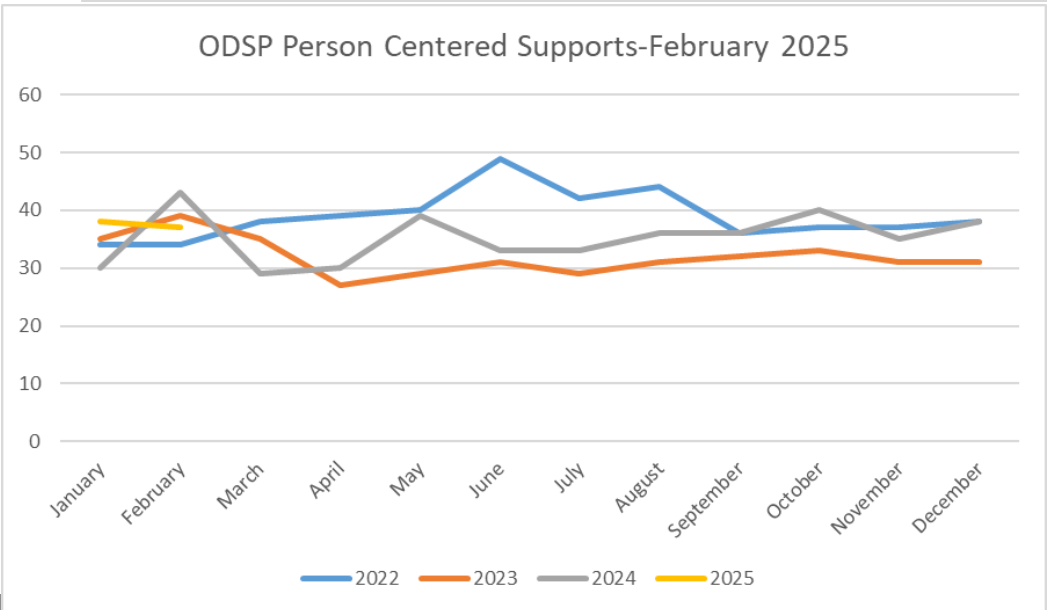
Mental Health Program -With the retirement of our Registered Social Worker (RSW) in the Parry Sound office, we have extended our service agreement with the Community Counselling Centre of Nipissing to provide mental health supports and referrals for psychological assessments to cover the entire district. The program has had great success in supporting individuals move towards ODSP and increase the supports available.



**Ontario Works Intake -
Social Assistance Digital
Application (SADA) &
Local Office
Ontario Works
Applications Received**



**ODSP Participants in
Ontario Works
Employment
Assistance**



The OW Caseload rose only slightly at **634** cases. We are providing **37** ODSP participants Person-Centred Supports. We also have **58** Temporary Care Assistance cases. **66** applications were received through the province's Ontario Works Intake Unit (OWIU).

Employment Services Transformation & Performance Outcomes

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 now responsible for providing Person Centered Supports to SA Recipients in 4 key areas;

- 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

With this change, we have new Performance Outcomes that will be reported on monthly going forward.

***Please note that some data will be blank until it is officially captured after March 1st, 2025

% with an Action Plan created

Percentage of OW + NDA Members with mandatory participation requirements...



Target 100%

NDA = Non Disabled Adult

Referrals to EO

Percentage of OW + NDA Members with mandatory participation requirements...

Target 32%
The ability to refer to Employment Ontario in SAMS was not available to our staff until March 1, 2025

% Exiting to Employment

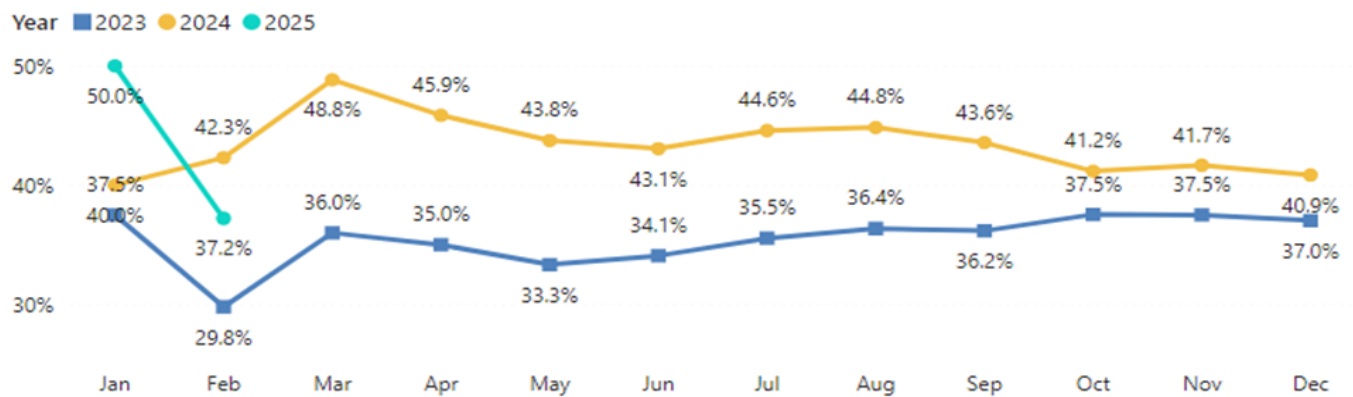
Percentage of Ontario Works cases exiting to employment (Cumulative Year-to-...



Target 22%
The ability to refer to Employment Ontario in SAMS was not available to our staff until March 1, 2025

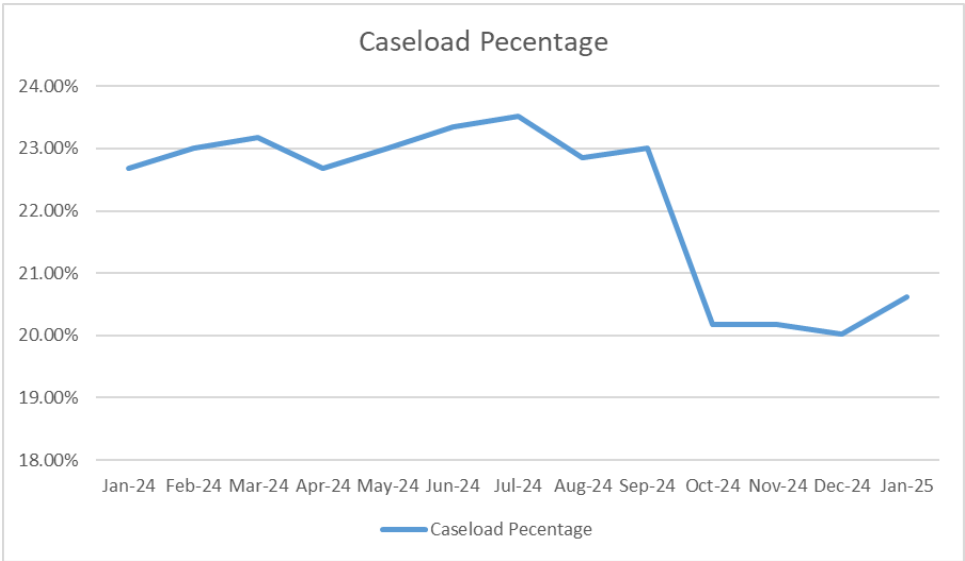
% of OW Cases Exit the Program and Return within One Year

Percentage of Ontario Works cases who exit the program and return within one...

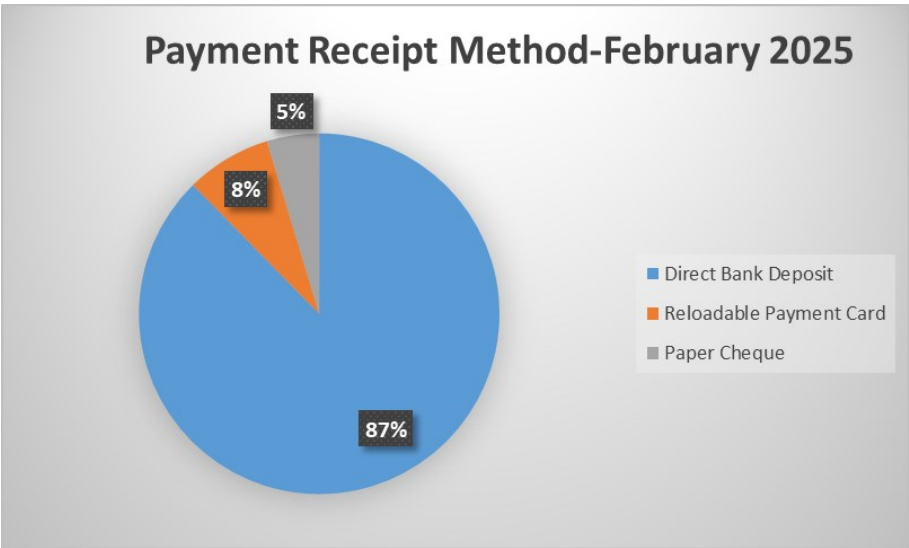


Target 35%

My Benefits Enrollment 2025



DBD Enrollment

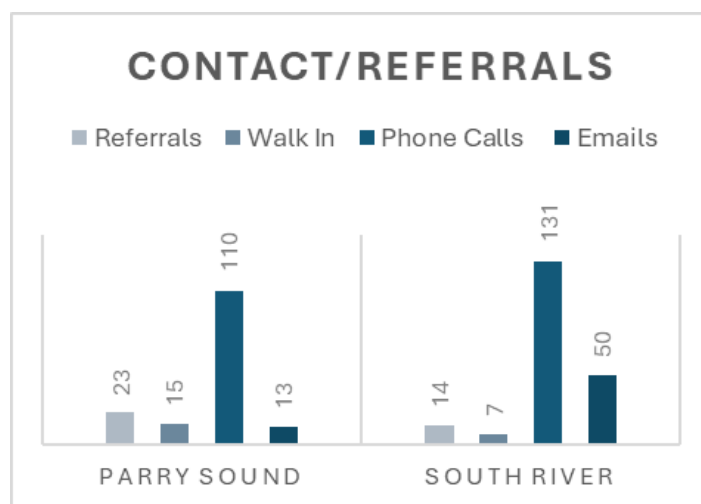


Income Support & Stability Update

Income Support and Stability Program Case Management involves the coordination of appropriate services and the provision of consistent and on-going weekly or bi-weekly supports, required by the individual to succeed in achieving and maintain life stabilization goals.

Contact / Referrals – January

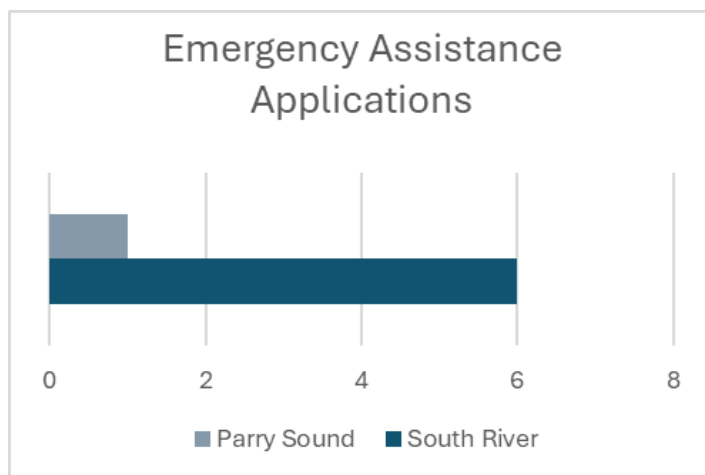
The data collected is initial contact made with a client to determine eligibility for on going support. This includes ongoing Housing Stability and Ontario Works cases.



Emergency Assistance Applications

January 2025

An application can be created when the applicant is not currently in receipt of social assistance, or not serving a period of ineligibility. Administrator also must be satisfied the applicant to the best of their ability made a reasonable effort to access other resources.



Client Referrals

Clients who identify as experiencing homelessness, or at immediate risk of homelessness

January 2025	East	West	YTD
Homeless	0	4	4
At Risk	1	3	4
Program Total (Esprit In Shelter Clients calculated in Homelessness Numbers)			
Esprit Outreach Homeless			
Esprit Outreach at Risk			
Esprit in Shelter			

Short Term Housing Allowance

Max of \$400 for 6 months

	Active	YTD
January	12	12

Household Income Sources and Issuance from Homelessness Prevention Programs Funding (HPP)

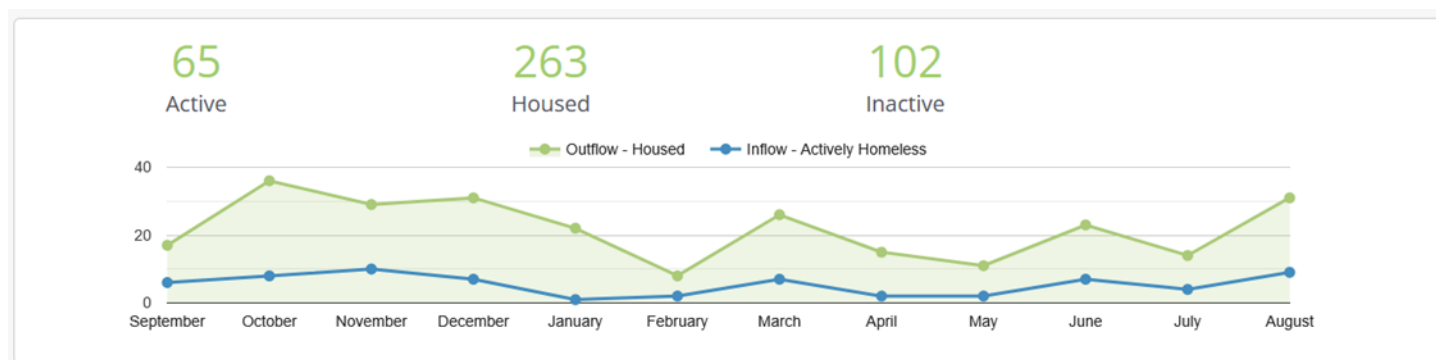
January 2025 Income Source	Total	HPP
Senior	1	\$136.98
ODSP	17	\$14,987.17
Ontario Works	12	\$9,882.60
Low Income	1	\$1,474.65
Total		\$26,481.40

January 2025 Reason for Issue	Total
Rental Arrears	\$8,051.90
Utilities/Firewood	\$4,402.40
Transportation	\$350.00
Food/Household/Misc.	\$13,229.62
Emergency Housing	\$447.48
Total	\$26,481.40

By-Name List Data

September 1, 2021– January 31, 2025

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 on the list are provided Intense Case Management supports with the foundations from Coordinated Access based on the Housing First model.



We currently have 67 active individuals on our By Name List as of February 28th, 2025.

We have housed nearly 61% of all individuals on the BNL.

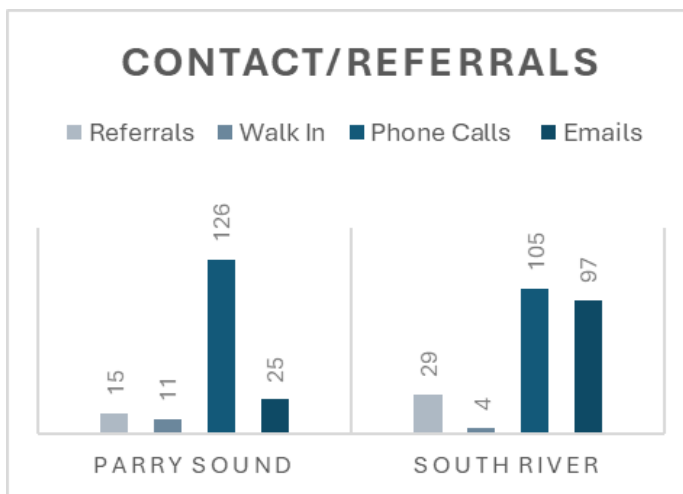


Income Support & Stability Update

Income Support and Stability Program Case Management involves the coordination of appropriate services and the provision of consistent and on-going weekly or bi-weekly supports, required by the individual to succeed in achieving and maintain life stabilization goals.

Contact / Referrals – February

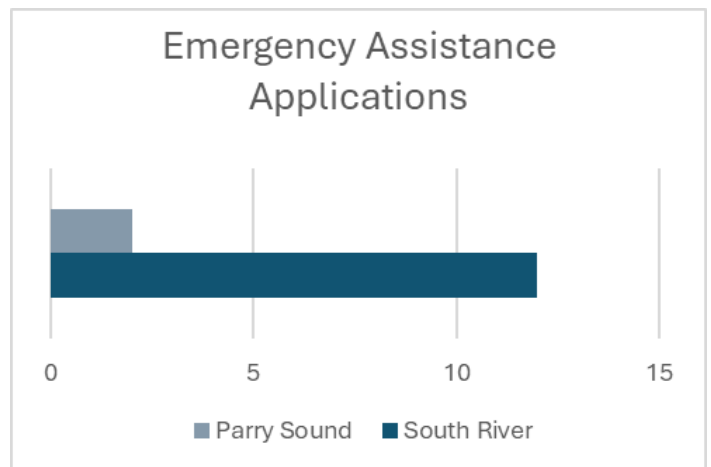
The data collected is initial contact made with a client to determine eligibility for on going support. This includes ongoing Housing Stability and Ontario Works cases.



Emergency Assistance Applications

February 2025

An application can be created when the applicant is not currently in receipt of social assistance, or not serving a period of ineligibility. Administrator also must be satisfied the applicant to the best of their ability made a reasonable effort to access other resources.



Client Referrals

Clients who identify as experiencing homelessness, or at immediate risk of homelessness

February 2025	East	West	YTD
Homeless	2	1	7
At Risk	0	13	17
Program Total (Esprit In Shelter Clients calculated in Homelessness Numbers)			
Esprit Outreach Homeless			
Esprit Outreach at Risk			
Esprit in Shelter			

Short Term Housing Allowance

Max of \$400 for 6 months

	Active	YTD
February	13	16

Household Income Sources and Issuance from Homelessness Prevention Programs Funding (HPP)

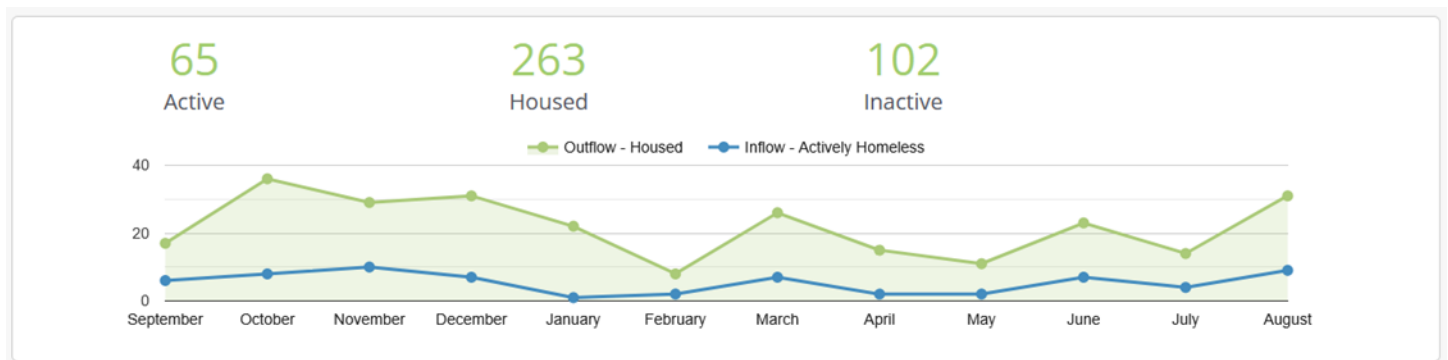
February 2025 Income Source	Total	HPP
Senior	1	\$1,000.00
ODSP	7	\$5,081.93
Ontario Works	15	\$14,014.92
Low Income	4	\$3,939.80
Total		\$24,036.65

February 2025 Reason for Issue	Total
Rental Arrears	\$18,823.00
Utilities/Firewood	\$2,085.07
Transportation	
Food/Household/Misc.	\$3,128.58
Emergency Housing	
Total	\$24,036.65

By-Name List Data

September 1, 2021– February 28, 2025

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 on the list are provided Intense Case Management supports with the foundations from Coordinated Access based on the Housing First model.



Housing Programs

Social Housing Centralized Waitlist Report January 2025

	East Parry Sound	West Parry Sound	Total
Seniors	49	139	188
Families	139	463	602
Individuals	489	155	644
Total	677	757	1434
Total Waitlist Unduplicated			404



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		2	3	
Mar	7		3	3		Mar					
Apr	10	1	7			Apr					
May	4	1	5	1		May					
June	1		15	3		June					
July	9	1	19			July					
Aug	9	1	21			Aug					
Sept	6		16	2		Sept					
Oct	6		9	4		Oct					
Nov	10	1	17	3		Nov					
Dec	11		6	3	2	Dec					
Total	81	5	131	21	2	Total	17	0	2	5	0

SPP = Special Priority Applicant

Housing Programs Update

Housing Programs submitted the last of the COHB (Canada Ontario Housing Benefit) applications this quarter; therefore, all allocated funding for our district has been utilized. The Housing Program's team was able to assist 26 households in obtaining this funding, which helps pay a portion of rental costs each month. We are hoping for another round funding to open soon, as we have inquiries daily for this benefit.

We were pleased to enter into a new service agreement with Golden Sunshine Municipal Non-Profit Housing Corporation this quarter. This agreement will provide support to Golden Sunshine for 10 years and allow them to continue providing Rent Geared to Income units in our district. This is the first agreement in our service area under the new framework that the Ministry of Municipal Affairs and Housing has recently put in place.

Some of our team completed a course through Housing Service Corporation about end of mortgages and operating agreements. This course provided knowledge on navigating conversations with housing providers about the end of their mortgages and existing agreements and entering into negotiations for new service agreements.

We will be starting the footwork for the Housing and Homelessness Plan update that is required by the ministry each year. This update is based on our previous 10 and 5 year plans, and will include information from our housing related departments, as well as from partners that we assist in our communities.

Two members of the team were able to attend a virtual Special Priority Program (SPP) Information session held by the Ministry of Municipal Affairs and Housing (MMAH) in January. This session was a follow up to the SPP guide that was released in 2024 and allowed for questions and answers from service areas across the province, as well as training on human trafficking, as we are all seeing a rise in these numbers. We hope to have an opportunity for more conversation about the SPP guide at the upcoming SHCANO (Social Housing Coordinated Access Network of Ontario) training.

We continue to work on discharging Ontario Renovates loan that have fulfilled their terms. This program assisted eligible homeowners to complete much needed repairs; providing them with a 10-year loan and allowed them to remain in their homes. We saw 10 loans fulfill their 10-year term in 2024, bringing us to a total of 27 completed loans.

In the month of February, we saw eight new approved applications to the centralized waitlist. There were two applications cancelled; one applicant was deceased, and the other was removed as they have found other affordable housing. We saw three applicants housed from the waitlist.



Parry Sound District Housing Corporation **January/February 2025**

Activity for Tenant and Maintenance Services

	January	February	YTD
Move outs	1	2	3
Move in (Centralized Waitlist along with Internal transfers)	2	3	5
L1/L2 hearings	0	2	2
N4 - Delivered to tenant or filed with the LTB– Notice of eviction for non-payment of rent	3	0	3
N5 - Filed with the LTB– notice of eviction disturbing the quiet enjoyment of the other occupants	4	0	4
N6 - Filed with the LTB –notice of eviction for illegal acts or misrepresenting income for RGI housing	0	0	0
N7 - Filed with the LTB – notice of eviction for willful damage to unit	0	0	0
Repayment agreements (new) (Formal & informal)	4	6	7
No Trespass Order	0	0	0
Tenant Home Visits	31	27	58
Mediation/Negotiation/Referrals	14	20	34
Tenant Engagements/Education	0	2	2

Update from Tenant Services

The start of the year has brought on some planning for the Tenant Services team. We have been busy organizing our year with regard to tenant educational opportunities, providing support to tenants during maintenance inspections, as well as cleanliness inspections on a regular basis with some of our family homes in need of support.

So far, we are doing a series of chair yoga at our Belvedere building, spring seed planting at all buildings, a summer BBQ and fire safety educational for all buildings as well as family units, and then our fall/winter crafts and wellness series of educational sessions. This will be approximately 21 educational events for tenants throughout the district this year.

Tenant Services have planned out and distributed the 1st quarter newsletter for tenants. Through this newsletter information is shared with tenants about proper garbage disposal, raised garden bed care, proper cat litter disposal, animal pee pad use, “Be Bear Wise and Prevent Bear Encounters” information (provided by the Ontario Government), and upcoming events.



Update from Capital & Maintenance

In January the Housing Operations Department welcomed a new Supervisor of Maintenance to the team. This position will over see the day-to-day maintenance of all Parry Sound District Housing stock, The Meadowview- NOAH, as well as the DSSAB owned facilities. Also, in January we filled a vacant Community Relations Worker position in Maintenance. This position is situation out of the South River Office.

There were two families displaced from their home during this quarter, as extensive repairs were required: specifically, the abatement of asbestos, along with mould remediation. Both families are on track in returning to their newly renovated home April 1st, 2025. This winter has been relentless with the amount of snow and ice build up. The Maintenance and Capital teams have been watchful, and responsive to several ice-damming situations with the potential for leakage.

In the Capital program, staff have been busy finishing up some major projects. Esprit Place renovation wrapped up in March. Also in March, the completion of the 6-story window replacement project wrapped up successfully. The Capital program, with the support of Housing Services Corporation, continues to seek out the best possible option for a deteriorating load-barring retaining wall that is failing. An engineer is currently pulling together specs for a tender package. Funding was secured with the Canada-Ontario Community Housing Initiative for a portion of the expense. This will be a large capital project as the retaining wall is tied into the entrance stairs, walkways, and has 5 parking spots on top. This project requires a completion date of December 2025.

Priorities for the 2025 capital plan will be determined by April.

Property Maintenance

January 2025

Pest Control		3 Buildings are currently being monitored monthly for bedbugs. There is one active unit currently.
Vacant Units	11	9 one-bedroom, 2- multiple bedrooms (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	5	1 Affordable/4 Market Units available
After Hours Calls	12	Leak, heater not working, fire panel off line, OPP access request, interior mechanical room not secured, power out in certain areas of unit, snow build up at main entrance, no hot water
Work Orders	92	Work orders are created for our staff to complete routine maintenance repairs
Purchase Orders	88	Purchase orders are for services, and materials, required outside of the Housing Operations Department
Fire Inspections	0	
Annual Inspections	0	
Incident reports	0	

Property Maintenance

February 2025

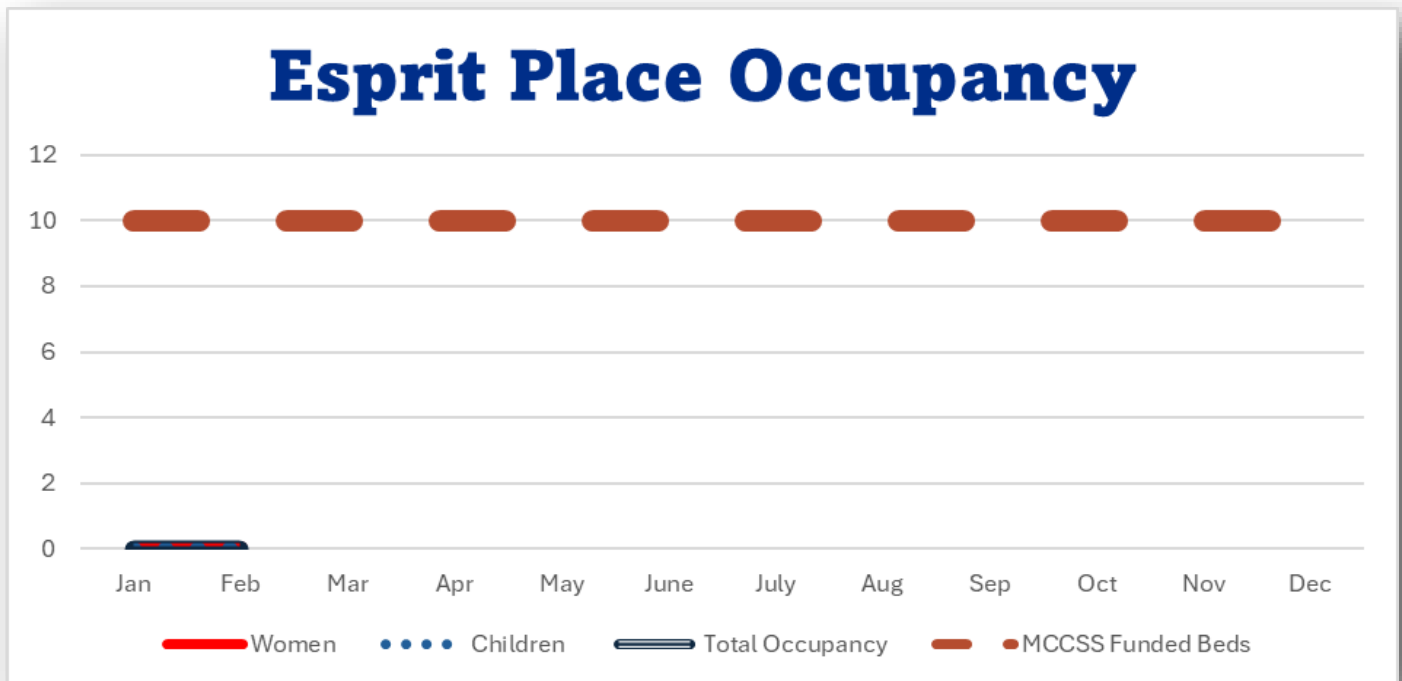
Pest Control		3 Buildings are currently being monitored monthly for bedbugs. There is one active unit currently.
Vacant Units	11	9 one-bedroom, 2- multiple bedrooms (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	6	1 Affordable/4 Market Units available
After Hours Calls	13	Leak, heater not working, fire panel off line, OPP access request, interior mechanical room not secured, power out in certain areas of unit, snow build up at main entrance, no hot water
Work Orders	63	Work orders are created for our staff to complete routine maintenance repairs
Purchase Orders	335	Purchase orders are for services, and materials, required outside of the Housing Operations Department
Fire Inspections	0	
Annual Inspections	0	**Scheduled for April 2025**
Incident reports	0	

Esprit Place Family Resource Centre Update



On March 8th, 2025, Esprit Place reopened its doors to serve women and children fleeing gender-based violence. We are thrilled to be able to share our newly renovated space with families who so desperately need the services and support that we offer. All of our programs, including our residential program, outreach program, Children's Voices program, and transitional housing program are now operating fully. We have a full staffing compliment and are supported by IS&S staff to deliver transitional housing supports.

As we enter a new period in Esprit Place history, we will be changing the way we report activities to more accurately reflect the services we provide. Our new stats will include a clearer representation of the occupancy of the shelter, including the number of women and dependents who stay, and how often we exceed our funded occupancy of 10 beds. The chart below is an example of the data we will providing moving forward. You will note that we had zero occupancy January and February as we did not reopen until March. We provided residential support to 7 women and 2 children during the month of March which you will see reflected in the next reporting period, along with stats for our Children's Voices Program.



Social Media

Facebook Stats

District of Parry Sound Social Services Administration Board	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025
Total Page Followers	671	677	682	698	713	721
Post Reach this Period (# of people who saw post)	2332	3032	2421	5003	4923	7739
Post Engagement this Period (# of reactions, comments, shares)	365	257	59	666	697	788

Esprit Place Family Resource Centre	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025
Total Page Followers	199	209	214	214	217	220
Post Reach this Period (# of people who saw post)	124	3103	3304	608	998	1214
Post Engagement this Period (# of reactions, comments, shares)	11	151	119	12	65	94

DSSAB LinkedIN Stats https://bit.ly/2YyFHIE	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025
Total Followers	492	501	503	515	519	525
Search Appearances (in last 7 days)	64	10	52	40	72	131
Total Page Views	69	55	50	32	46	34
Post Impressions	154	1800	1416	2342	1030	632
Total Unique Visitors	38	23	14	18	22	19

Instagram - Esprit Place Family Resource Centre https://www.instagram.com/espritplace/	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025
Total Followers	93	97	97	99	101	103
# of accumulated posts	37	53	59	61	63	64



STAFF REPORT

To: Council
From: Treasurer/Director of Corporate Services
Re: 2025 Draft Budget

RECOMMENDATION:

That the 2025 draft Municipal and Water and Sewer budgets be approved.

ANALYSIS:

On April 14, 2025, the Municipality held its second special meeting to review the 2025 budgets. At that meeting, the following amendments were discussed and have been incorporated into the final draft documents:

- The tax increase would be set at 5.5%
- The water and sewer rate increase would be set at 2.0%
- The purchase of replacement equipment at the landfill would be deferred to a future year, and the Municipality would continue to rent equipment as required for compaction.
- As the first step towards the Municipality's fleet renewal, the budgetary allocation for the purchase of landfill equipment in the draft budget would be allocated to reserves in 2025, and be withdrawn to help offset the cost of purchasing a plow truck in 2026.

The final draft documents are attached.

ACCOUNT	DESCRIPTION	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
	TAXATION REVENUE				
10-10-51000	Property Taxes	(4,442,879)	(4,476,900)	(4,754,115)	5.5%
10-10-51030	Railway	(6,856)	(6,856)	(6,856)	
10-10-51160	Grants in Lieu - Power Dams	(50,652)	(50,652)	(50,652)	
	Total Taxation Revenues	(4,500,387)	(4,534,407)	(4,811,623)	
	Operating Grant Revenue				
10-10-51950	Province of Ontario	-	-	-	
10-10-52020	Province of Ontario - OMPF	(1,033,300)	(1,033,300)	(1,158,100)	
10-10-52025	Federal Grants	-	-	(4,800)	Canada Summer Jobs
10-10-52035	Grants, Donations, Fundraising	(1,000)	(9,257)	(7,000)	RIDE program grant
	Total Operating Grant Revenues	(1,034,300)	(1,042,557)	(1,169,900)	
	Licenses				
10-50-53000	Animal Licenses	(1,200)	(1,460)	(1,500)	3-year average
10-10-53010	Lottery Licenses	(2,900)	(1,378)	(2,700)	3-year average
10-10-53015	Marriage Licencing & Officiating Rev.	(14,900)	(13,140)	(13,600)	3-year average
	Total Licenses	(19,000)	(15,978)	(17,800)	
	Service Charges				
10-45-53500	Interest & Tax Penalties	(62,100)	(63,844)	(52,400)	Average of 12.6% of prior year arrears collected as interest
10-45-53510	NSF Cheque Fees	(300)	(872)	(400)	
10-45-53520	Interest Earned	(45,600)	(97,631)	(54,000)	Interest on bank accounts
10-10-53530	Eides Interest Earned-Ministry of Health Fund	-	-	-	loan repaid in 2023
10-50-53550	Provincial Offences	-	(10,168)	(1,800)	
10-50-53560	Policing Detachment Revenues	(10,000)	(2,412)	(6,900)	pending notification
10-50-53655	Parking Tickets/Court Fees	(500)	(10)	(100)	
	Total Service Charges	(118,500)	(174,937)	(115,600)	
	General Government				
10-10-54000	Administration Funds	(11,600)	(18,458)	(6,100)	MFIPPA requests, tax sale fees, other misc (2024 incl demo fees)
10-65-57700	Municipal Logo Merchandise	(200)	(61)	(100)	logo merchandise
10-10-54010	Tax Certificates	(4,400)	(3,745)	(4,000)	3-year average
10-10-54030	Photocopies & Faxes & Oaths	(2,100)	(2,560)	(2,400)	3-year average
	Total General Government	(18,300)	(24,824)	(12,600)	
	250 Clark Street				
10-12-57040	250 Clark-Sponsorships and Donations	(2,500)	(15,357)	(30,000)	Senior's grants
10-12-57041	250 Clark-Space/Room Rental	(26,500)	(31,617)	(35,500)	planning bd, agilis, EMS, other
10-12-57042	250 Clark-Program and Event Revenue	(35,000)	(60,670)	(47,700)	3-year average
10-12-57045	Fitness Centre @ 250 Clark	(38,900)	(51,648)	(43,800)	3-year average
10-12-57580	GAP Program Revenue	(28,800)	(29,790)	(27,500)	
	Total 250 Clark	(131,700)	(189,081)	(184,500)	
	Protection to Persons and Property				
10-15-53030	Fire - Fees	(11,200)	(9,740)	(10,400)	3-year average
10-15-55040	Fire- MTO Calls	(12,800)	(22,081)	(23,100)	3-year average
10-15-55030	Fire- Letters and Inspections	(500)	(445)	(500)	3-year average
10-45-54550	911 Service	(700)	(960)	(600)	3-year average
10-15-54600	Nipissing Twp -fire agreement	(600)	(600)	(600)	
	Total Protection Services	(25,800)	(33,826)	(35,200)	
	Building				
10-45-55000	Building Permits	(50,000)	(75,717)	(60,000)	per CBO estimate
10-45-55010	Building - Zoning Letters	(1,100)	(1,050)	(1,100)	3-year average
10-45-55020	Building - Work Orders	(1,300)	(1,220)	(1,300)	3-year average
	Total Building	(52,400)	(77,987)	(62,400)	
	Transportation				
10-20-55500	Transportation	(27,800)	(37,151)	(33,600)	aggregate pmt, misc
	Total Transportation	(27,800)	(37,151)	(33,600)	
	Environment				
10-25-56200	Enviro-Lift Charges	(20,800)	(32,002)	(25,900)	3-year average
10-25-56210	Enviro-Blue Boxes	-	-	-	
10-25-56220	Enviro - Tags	(1,400)	(2,612)	(1,900)	3-year average
10-25-56230	Enviro - Gate Receipts	(40,800)	(61,400)	(51,400)	3-year average
10-25-56240	Enviro - Billings	(102,900)	(149,608)	(117,100)	3-year average
10-25-56260	WDO Rebates	(62,400)	(65,102)	(47,125)	Per RPRA allocation notice
10-25-56268	Electronic Stewardship Rebates	(1,000)	-	(1,000)	
	Total Environment	(229,300)	(310,724)	(244,425)	
	Health Services				
10-60-56500	Medical Centre Rent	(16,500)	(15,000)	(18,000)	
	Total Health Services	(16,500)	(15,000)	(18,000)	

ACCOUNT	DESCRIPTION	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
	Cemetery				
10-85-56530	Cemetery - Service Revenue	(20,700)	(22,428)	(22,800)	3-year average
10-85-56540	Cemetery - Interest Income - C&M	(6,000)	(9,504)	(6,300)	
Total Cemetery		(26,700)	(31,932)	(29,100)	
	Social & Family Services				
10-65-57020	Trout Creek Seniors Hall	(1)	-	(1)	
10-65-57030	Legion-Revenue	(1)	-	(1)	
Total Social & Family Services		(2)	-	(2)	
	Recreation and Cultural Services				
10-55-52000	Province of Ontario - Recreation	-	(5,784)	(5,000)	Canada Day grant
10-55-57490	Recreation Activities	(20,000)	(16,226)	(20,000)	soccer, tball, ball hockey
10-55-57500	Park Rentals	(750)	(2,412)	(1,000)	
10-55-57510	Pool Revenue	(13,500)	(19,577)	(15,000)	
10-55-57550	Maple Syrup Festival	(34,800)	(48,181)	(35,900)	
10-55-57570	Donations	(5,000)	(16,847)	(5,000)	
Total Recreation & Cultural Services		(74,050)	(109,027)	(81,900)	
	Trout Creek Community Centre				
10-75-53700	Ice Rentals	(52,000)	(67,461)	(56,100)	
10-75-53710	Hall Rentals	(3,900)	(4,553)	(4,700)	
10-75-53740	Canteen Proceeds-Downstairs	(500)	-	(500)	rent
10-75-53750	Sign Rentals	(2,600)	(100)	(2,400)	
10-75-53810	Socials Revenue	(27,000)	(29,084)	(20,000)	TC carnival
10-75-53815	Bar Revenues	(5,000)	(2,197)	(3,800)	3-year average
Total TCCC Revenues		(91,000)	(103,395)	(87,500)	
	Sportsplex				
10-80-53700	Ice Rentals	(155,000)	(201,362)	(173,700)	
10-80-53710	Hall Rentals	(1,000)	(1,948)	(1,300)	
10-80-53750	Sign Rentals	-	-	-	
10-80-53720	Booth Rental	(2,500)	(2,593)	(500)	candy machine royalties
10-80-53830	Other Revenues	-	(17,560)	(32,000)	canteen sales
10-80-53850	Curling Club	(19,500)	(19,520)	(19,500)	
10-80-53856	Donations	(1,000)	(3,241)	(100)	
10-80-53786	Bar Revenue-Sportsplex	(14,800)	(26,571)	(19,200)	3-year average
Total Sportsplex Revenues		(193,800)	(272,796)	(246,300)	
	Planning & Economic Development				
10-70-58000	Planning Fees	(5,000)	(7,400)	(5,000)	
Total Planning and Economic Development		(5,000)	(7,400)	(5,000)	
Total Non-Tax Operating Revenues		(2,064,152)	(2,446,615)	(2,343,827)	
TOTAL OPERATING REVENUES		(6,564,539)	(6,981,022)	(7,155,450)	
	General Government				
10-10-61000	Council Salaries	46,650	44,565	47,100	
10-10-61020	Council - Other Expenses	5,100	5,437	5,200	mileage, courses, conference, etc
10-10-61030	Donations	2,500	850	2,500	
10-10-61050	Advertising	5,000	1,548	5,000	
10-10-61500	Administration Salaries	406,300	400,628	434,700	
10-10-61510	Admin-Benefits	33,500	28,161	36,900	
10-10-61520	Admin-RRSP/OMERS	37,500	33,051	40,400	
10-10-61530	Admin-Convention, Training	9,400	10,879	6,100	
10-10-61540	Admin-Office Supplies, Copies	11,800	10,884	11,200	
10-10-61545	Marriage Licencing & Officiating Exp.	4,800	3,493	4,000	cost of marriage licence forms
10-10-61550	Admin-Telephones, cells, internet	4,300	4,364	3,900	cell phones and internet
10-10-61560	Admin-Audit & Legal	41,800	34,830	44,600	3-year average
10-10-61570	Admin-Computers	87,100	89,786	97,700	IT support, licensing fees
10-10-61600	Admin-Postage/Courier/Copier	25,000	25,808	27,300	
10-10-61610	Admin-Heat & Hydro	15,500	10,043	10,800	
10-10-61640	Admin-Office & Equipment Maintenance	2,000	1,139	2,000	
10-10-61650	Admin-Insurance	17,600	17,310	18,700	
10-10-61660	Admin-Bank Charges & Interest	10,000	8,632	9,000	
10-10-61670	Admin-Financial - Taxes Written Off	11,800	48,573	10,900	Taxes on municipally-owned properties
10-10-61675	Uncollectable Debt	2,000	-	2,000	
10-10-61690	MPAC	54,411	54,411	55,713	per levy notification
10-10-61730	Memberships & Association Dues	5,800	5,504	5,500	AMCTO, AMO, MFOA, etc.
10-10-68410	B.I.A. - Material/Supplies	4,200	4,247	6,100	
Total General Government Expenses		844,061	844,142	887,313	
	250 Clark				
10-12-61500	250 Clark-Labour	87,900	99,498	103,700	increase due to SALC program
10-12-61525	250 Clark-Janitorial Expense	12,300	7,618	10,800	

ACCOUNT	DESCRIPTION	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
10-12-61641	250 Clark-Building Maintenance	25,000	25,335	25,000	
10-12-61650	250 Clark-Insurance	26,300	25,882	27,900	
10-12-61753	250 Clark-Utilities	36,800	35,151	37,400	
10-12-61754	250 Clark- Program Expenses	30,000	27,033	38,200	
10-12-61755	250 Clark-Sponsored Program Expenses	1,000	21,977	36,000	Senior's Active Living Centre
10-12-61757	Fitness Centre @ 250 Clark Expense	4,900	3,295	3,400	
10-12-67510	GAP Program Labour	23,200	23,740	22,500	
10-12-67520	GAP Program Expense	3,000	1,537	2,500	
Total 250 Clark Expenses		250,400	271,068	307,400	
	Fire Department				
10-15-61500	Fire Wages	82,900	103,488	150,800	per detailed calculation. 2025 includes 50% of PSO wages
10-15-62000	Fire Dept. - Answering Service	3,400	3,701	3,400	
10-15-62010	Fire Dept.- Maintenance	60,300	54,612	58,600	
10-15-62020	Fire Department - Insurance	33,950	33,437	35,100	
10-15-62030	Fire Dept. - Trucks	15,000	16,752	17,000	fuel, repairs, licenses etc.
10-15-62040	Fire Dept. - Equipment	21,100	22,026	28,100	bunker gear, gloves, coveralls, lights, nozzles, foam
10-15-62050	Fire Dept.- Gratuity/Wardens	51,250	51,249	52,175	
10-15-62060	Fire Prevention	3,000	1,778	3,000	
10-15-62061	Fire Dept- Training	10,000	3,280	10,000	
10-15-62064	Fire Hydrants & Maintenance	15,000	1,140	15,000	replace 3 hydrants
Total Fire Department Expenses		295,900	291,465	373,175	
	Protection to Persons and Property				
10-50-62500	Policing - OPP	469,959	469,956	488,044	per levy notification
10-50-62510	Police Services Board	2,000	5,202	9,000	includes RIDE program costs
10-50-62555	911 and Signage	1,000	2,055	2,500	
10-50-61500	Emergency Management- CEMC	109,800	98,185	41,800	per detailed calculation. 50% PSO
10-50-62600	Animal Control	5,500	6,122	5,500	
10-50-62585	By-Law/Property Standards Expense	3,000	3,266	4,900	
10-45-62700	Building Inspector	130,900	132,210	139,100	per detailed calculation
10-45-62710	Building Inspector - Mat/Supplies	5,400	6,533	6,300	training & conferences, forms, etc
10-45-62715	CBO/Office Vehicle Expense	2,000	2,564	3,500	cbo/office vehicle-gas, maintenance
Total Protection Expenses		729,559	726,092	700,644	
	Transportation Services				
10-20-63000	Street Lighting-Labour/Cont.Serv.	40,850	40,680	34,700	contract price- ends Oct 2025
10-20-63010	Street Lighting - Mat/Supplies	5,200	4,193	6,400	
10-20-63020	Street Lighting - Power	16,800	16,665	17,700	inflationary increase over actuals
10-20-63040	Public Works - Training & Development	15,000	6,440	15,000	incl health & safety training, driver training, OGRA, CRS
10-20-61500	Public Works - Labour Expenses	681,800	691,478	567,900	per detailed calculation
10-20-63060	Public Works - Mat/Supplies	74,100	74,307	77,600	insurance, other miscellaneous
10-20-63062	Public Works Buildings Utilities	19,600	16,207	18,600	inflationary increase over actuals
10-20-63065	Public Works Admin. Mat/Supplies	5,800	9,080	7,500	
10-20-63070	Public Works-Health and Safety supplies	5,000	8,828	6,300	
10-20-63075	Public Works- Fuel	107,600	80,617	100,000	
10-20-63110	Sidewalks - Mat/Supplies	5,000	713	5,000	maintenance & rehabilitation
10-20-63210	Bridges & Culverts - Mat/Supplies	54,700	53,290	19,000	replacement of culverts 17k, beaver trapping 2k; 2024 included OSIM
10-20-63230	Brushing - Materials/Supplies	19,000	17,386	19,000	roadside mowing 8k, brushing 11k
10-20-63270	Roadside Maintenance - Mat/Supplies	23,500	5,868	23,500	ditching, signage, other
10-20-63320	Hardtop Maintenance - Mat/Supplies	59,000	50,055	59,000	cold patching 24k, sweeping 35k
10-20-63370	Loose Top Maintenance-Mat/Supplies	106,500	97,388	143,300	dust control, gravel stockpile
10-20-63420	Winter Control - Mat/Supplies	100,100	60,769	95,300	salt, sand, plowing
10-20-63470	Safety Devices/CN - Mat/Supplies	29,000	28,907	29,000	reg monthly fees
10-20-63520	2011 Freightliner - Mat/Supplies	14,500	23,252	18,500	
10-20-63540	2015 GMC 4X4 Truck -mat /supplies	6,100	1,611	4,500	needs new tires (~\$2,000)
10-20-63560	2013 Freightliner Truck - Mat/Supp	18,900	23,853	25,400	
10-20-63580	2019 3/4 ton GMC-Mat/supp	2,500	1,762	2,500	
10-20-63600	2015 GMC Truck - Mat/Supp	3,500	12,002	3,800	2024 replaced transmission
10-20-63626	Backhoe-CAT 420-material/supplies	16,000	14,326	8,700	needs new forks (~\$5k)
10-20-63640	96 Backhoe - Materials/Supplies	2,000	4,458	2,500	
10-20-63660	22 Grader - Mat/Supplies	10,000	9,422	11,000	
10-20-63700	Steamer - Materials/Supplies	1,500	-	1,500	
10-20-63710	Trackless - New - Material/Supplies	3,000	5,542	5,000	
10-20-63720	Trackless - Sidewalk Sander- Mat/Supplies	5,000	8,331	19,800	to repair hydraulic, radiator issues
10-20-63740	Lawn Equipment - Material/Supplies	5,000	5,552	7,000	needs new tires (~\$2,000)
10-20-63760	Other Equipment - Mat/Supplies	3,000	2,749	3,000	
10-20-63780	2014 Freightliner - Mat/Supplies	18,500	17,405	19,500	
10-20-63820	Downtown - Materials/Supplies	1,000	1,503	1,000	flower baskets, signs
10-50-63900	Crossing Guard - Labour / Benefits	4,900	4,910	5,200	
Total Transportation Services		1,483,950	1,399,549	1,383,700	
	Environmental Services				

ACCOUNT	DESCRIPTION	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
10-50-64730	NB Mattawa Conservation Levy	422	395	417	per levy notification
10-25-64810	Garbage Collection - Mat/Supplies	2,000	1,947	2,000	
10-25-64830	Garbage Vehicle Expense	17,700	17,027	17,800	
10-25-64900	Waste Management - Labour	-	-	144,300	
10-25-64910	Landfill Site - Material/Supplies	57,000	34,597	53,000	grinding, cover material, glass bin
10-25-64920	Landfill Site Equipment Expenses	31,800	21,188	40,100	rental equipment costs
10-20-63620	710 Backhoe - Material/Supplies	10,000	6,154	23,000	needs hydraulic repairs (18k)
10-25-64930	Hazardous Waste	5,525	5,524	5,524	per levy notification
10-25-64940	Recycling Program	141,600	143,191	146,400	approx \$12,200 per month
10-25-64965	Landfill Site Maintenance as per C of A	77,500	84,314	67,400	Knight Piesold, SGS
Total Environmental Services		343,547	314,338	499,941	
Health Services					
10-60-65000	Health Unit	110,919	110,919	116,465	per levy notification
10-60-65220	Land - Ambulance	121,359	121,359	124,238	per levy notification
10-70-68045	Medical Centre -Powassan Town Square	75,900	78,947	81,700	
10-60-65350	North Bay Regional Health Centre	37,359	37,359	37,359	2026 final year
10-85-65110	Cemetery - Service Materials-Interment	7,900	6,640	7,800	
10-85-65130	Cemetery- Maintenance Material	5,000	2,684	3,500	tree removal, headstone maint.
Total Health Services		358,437	357,909	371,062	
Social & Family Services					
10-60-66100	District Social Services DSSAB	159,612	158,252	163,330	per levy notification
10-60-66200	Eastholme - Levy	127,101	127,101	131,332	per levy notification
Total Social & Family Services		286,713	285,353	294,662	
Recreation & Cultural Services					
10-55-67005	Playground Inspection Expense	500	-	500	
10-55-67010	Parks - Material/Supplies	15,200	16,754	15,100	
10-55-67020	Parks - Canada Day	5,000	4,800	5,000	
10-55-67030	Playground Equipment	3,000	-	1,000	misc costs
10-55-67100	Pool - Labour	33,500	30,695	33,700	
10-55-67110	Pool - Material and Supplies	15,000	10,696	15,000	
10-55-67112	Pool Utilities	12,000	14,110	14,600	hydro, gas, water/sewer
10-55-67115	Pool Chemicals	5,000	3,928	5,000	
10-55-67210	Outdoor Rink - Materials/Supplies	1,000	-	1,000	
10-55-67310	Beach - Material/Supplies	1,000	-	1,000	
10-55-67410	S.H.C.C. Materials/Supplies	6,700	6,767	6,700	misc costs
10-55-67500	Recreation - Fund Raising	500	21	500	
10-55-67610	Recreation - General Exp.- Mat/Supplies	500	235	500	
10-55-67650	Recreation Buildings. - Repair & Maint	3,000	1,063	3,000	
10-55-67920	Recreation-Activities Expenses	17,600	17,955	12,900	soccer, tball, new years
10-65-66030	TC Seniors Hall	2,600	3,074	2,700	misc costs (2024 incl handrail)
10-55-61052	Maple Syrup Festival expenses	26,200	33,986	41,475	per draft budget
10-65-67800	Library Levy	111,000	114,194	141,617	per draft budget
10-65-67680	Legion Building Labour/Mat/Supplies	25,900	24,487	25,800	insurance, gas, hydro
10-65-61725	Municipal Logo Merchandise expense	1,000	-	1,000	
Total Recreation & Cultural Services		286,200	282,765	328,092	
Trout Creek Community Centre					
10-75-61500	TCCC Salaries	-	-	-	budgeted with Sportsplex
10-75-61800	Supplies	4,000	3,847	4,000	
10-75-61820	Maintenance	28,000	33,577	29,300	2024 replaced transmission
10-75-61610	Hydro	29,800	33,738	35,800	
10-75-61620	Natural Gas	8,300	5,871	6,800	
10-75-61550	Telephone	3,300	3,231	3,300	
10-75-61650	TCCC Insurance	14,700	14,466	15,600	
10-75-61840	Socials Expense - Spring	10,300	9,502	10,600	carnival excl staff wages
10-75-61865	Bar Expenses	5,000	1,849	5,000	
10-75-61870	Fees	1,000	822	1,000	
Total TCCC Expenses		104,400	106,904	111,400	
Sportsplex					
10-80-61500	Salaries	262,400	310,124	317,700	
10-80-61510	Benefits	16,500	12,953	11,400	
10-80-61910	Clothing Allowance	1,000	-	1,000	
10-80-61610	Hydro	106,800	112,576	119,600	
10-80-61620	Heat-Natural Gas	21,700	20,546	22,100	
10-80-61850	Canteen- Supplies	-	10,367	14,500	
10-80-61920	Water and Sewer	8,700	8,614	8,800	
10-80-61930	Zamboni-Repairs & Maintenance	15,000	7,850	14,800	requires additional servicing
10-80-61940	Equipment Repairs and Maintenance	25,000	25,408	26,500	
10-80-61945	Equipment Supplies	3,500	1,728	1,000	
10-80-61950	Building-Repairs and Maintenance	35,000	50,725	45,000	
10-80-61960	Building-Supplies	3,500	5,006	5,000	
10-80-61650	Insurance	31,900	31,389	33,900	
10-80-61970	Mat Rentals	500	893	600	
10-80-61982	Bar supplies /expenses	11,000	18,962	13,500	

ACCOUNT	DESCRIPTION	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
10-80-61550	Telephone	500	231	250	
10-80-61555	Office Expenses	6,000	3,267	4,000	
10-80-61985	Staff training	2,500	2,716	4,300	
Total Sportsplex Expenses		551,500	623,355	643,950	
Planning & Economic Development					
10-70-68005	Planning Consultants	10,000	10,497	10,000	
10-70-68010	Planning & Development - Mat/Supp	17,900	17,086	18,200	CGIS \$17,200; public notices, training, other misc \$1,000
10-70-68020	Green Plan	305	305	321	LAS Energy Planning tool
Total Planning & Economic Development		28,205	27,888	28,521	
Debt Repayment					
10-10-61875	Term Loan- Principal	71,424	71,424	71,424	Final payment October 2028
10-10-61876	Term Loan- Interest	22,501	23,101	13,742	
10-10-61775	OSIFA Capital Loan Principal	88,256	88,256	90,217	Final payment 2036
10-10-61780	OSIFA Capital Loan Interest	27,816	27,816	25,838	
10-12-61756	250 Clark Loan Payments- Principal	56,483	56,483	61,105	Final payment 2048
10-12-61751	250 Clark Loan Payments- Interest	77,557	77,757	71,568	
10-15-62072	Fire Hall Loan Payment- Principal	34,407	34,406	36,300	Final payment 2048
10-15-62073	Fire Hall Loan Payment- Interest	47,039	48,089	45,794	
10-15-62075	Fire Rescue Loan- Principal	30,000	30,000	30,000	Final payment July 2026
10-15-62076	Fire Rescue Loan- Interest	4,909	4,934	2,093	
10-20-63815	2022 Grader Loan Principal	53,306	53,189	56,707	Final payment September 2029
10-20-63816	2022 Grader Loan Interest	20,625	20,742	17,224	
10-25-64880	Compactor Loan- Principal	19,762	19,762	19,762	Final payment May 2026
10-25-64885	Compactor Loan- Interest	2,980	2,985	1,174	
10-75-61883	RINC Project-Loan Principal Expense	6,736	6,715	-	Repaid in 2024
10-75-61884	RINC Project-Loan Interest Expense	133	110	-	
10-80-61883	Construction Loan Principal	26,946	26,862	-	Repaid in 2024
10-80-61884	Construction Loan Interest	530	440	-	
Total Debt Repayment		591,410	593,071	542,948	
Operating Reserve Transfers					
10-10-63875	Transfer to Reserve - Election	6,250	6,250	6,250	per reserve fund policy
10-10-61700	Transfer to Reserve - Operating Contingency	-	-	8,200	per reserve fund policy
10-20-63885	Transfer to Reserve - Accrued Pit Closure Costs	1,263	1,263	1,288	
10-20-63880	Transfer to Reserve - Infrastructure Renewal	6,300	8,612	52,100	2% of rental revenues plus 45,000 re: Hummel Bridge replacement
10-20-63865	Transfer to Reserve - Water Loan Repayment	40,000	40,000	75,000	
10-25-64950	Landfill - Accrued Closure Costs	-	79,819	-	cost TBD
Total Operating Reserve Transfers		53,813	135,945	142,838	
TOTAL OPERATING EXPENDITURES		6,208,095	6,259,844	6,615,646	
NET OPERATING REVENUE- AVAILABLE FOR CAPITAL		(356,444)	(721,179)	(539,804)	MINIMUM SPEND: \$516,941
Capital Revenues					
10-10-99999	Prior Year Deficit (Surplus)	-	5,970	-	
10-10-51950	Province of Ontario	(536,080)	(488,315)	(586,600)	OCIF 60,300; NORDS 133,900; Trillium 170,500; ICIP 54,900; NOHFC 167,000
10-10-52025	Federal Grants	(35,120)	(7,124)	(91,525)	ICIP 65,900; TD 7,150; EAF 18,475
10-10-53525	Insurance Proceeds	-	-	(31,300)	TC fire hall repairs
10-20-52040	Federal Grants - Infrastructure-Gas Tax	(187,700)	(131,302)	(316,100)	balance of Hunt Line culvert
10-10-53650	Loan Proceeds- General Government	-	-	-	no new debt in 2025
10-10-54060	Sale of Equipment	-	(650)	-	
10-10-54510	Transfer From Reserves	(10,000)	-	-	
10-15-53035	Fire Grant/Donations	-	-	(33,400)	CEPG/Fire Protection Grant
Total Capital Revenues		(768,900)	(621,421)	(1,058,925)	
Capital Projects					
10-10-61055	Grant Expenses-modernization & efficiencies	-	-	-	
10-10-61680	Admin-Office Capital	42,900	42,043	57,100	replace PCs, server, switches; new website
10-10-61685	Reorganization Expenses	10,000	145,342	-	
10-70-68140	Official Plan Development	7,700	2,770	5,900	per estimate received
250 Clark					
10-12-61680	250 Clark-Building Capital	6,500	6,496	73,900	accessibility lift
10-12-61758	Fitness Centre- Equipment Capital	5,600	5,641	-	
Fire Department					
10-15-62070	Capital - Fire Department	-	-	79,300	fill station for SCBA, baliclavas and hoods; pagers, radios, training; insurance claim on TC hall

ACCOUNT	DESCRIPTION	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
	Transportation				
10-20-63080	Public Works - Reports and Studies	64,100	64,852	-	
10-20-63240	Capital- Bridges & Culverts	45,600	42,683	60,300	Hummel Bridge engineering
10-20-63375	Loose Top Maintenance- Gravel Resurfacing	292,000	264,875	-	
10-20-63860	Capital - Materials/Supplies	120,100	104,304	-	
10-20-63890	Capital	-	-	-	
10-20-63895	Capital-Gas Tax Projects	152,900	134,127	450,000	Hunt Line culvert
	Environmental Services				
10-25-64840	Garbage - Capital	-	-	-	
10-25-64860	Landfill- Capital	-	-	-	
	Recreation Services				
					Hydro Pond dock 10,900; TC Playground 189,400; pool 175,500; trees 8,000; SHCC 130,700; buildings 101,400
10-55-67900	Recreation-Major Projects	223,600	153,604	615,900	
10-75-61880	TCCC Capital	70,000	66,856	55,000	engineering; other misc capital
10-80-61880	Sportsplex Capital	36,000	50,128	30,000	lights; other misc capital
Total Capital Projects		1,077,000	1,083,722	1,427,400	
	Net Reserve Transfers				
10-15-62080	Fire Dept.- Transfer to Reserve	-	-		
10-10-61710	Transfer to Reserve - Working Capital	48,344	163,935	16,329	budget balancing figure
10-10-61700	Transfer for Reserve - Operating Contingency	-	57,795	-	
10-20-63880	Transfer to Reserve - Infrastructure Renewal	-	37,421	155,000	towards replacement of plow truck
10-80-99999	Surplus/Deficit Account	-	-	-	
Total Reserve Transfers		48,344	259,151	171,329	
NET CAPITAL EXPENDITURES		356,444	721,453	539,804	
BALANCE		-	273.90	-	

Water & Sewer Draft Budget 2025

	Sewer - Revenue	2022 Actual	2023 Actual	2024 Budget	2024 YTD (12/31)	2025 Budget	
10-40-56050	Sewer Rates	179,631.79	189,420.45	191,988.00	196,754.02	196,500.00	2% rate increase
10-40-56080	Sewer Penalties	4,670.56	2,018.81	3,400.00	3,422.33	3,600.00	9.1% of arrears collected as penalty
10-40-56090	Sewer Transfer from Reserve	-	-	23,827.16	-	42,149.67	
	Total Sewer Revenue	184,302.35	191,439.26	219,215.16	200,176.35	242,249.67	
	Sewer - Expenses	2022 Actual	2023 Actual	2024 Budget	2024 YTD (12/31)	2025 Budget	
10-40-64000	Admin - Labour	9,265.80	5,300.00	6,420.00	6,093.51	9,030.00	
10-40-64010	Admin Material and Supplies	11,882.35	13,689.80	14,900.00	14,727.66	15,950.00	insurance, water read computer
10-40-64020	Transfer to Reserves	8,387.76	48,322.74	-	6,322.31	-	
10-40-64030	Personnel Training	-	-	-	-	-	
10-40-64100	Pumphouse Labour	1,456.97	-	-	-	-	
10-40-64110	Pumphouse Material and Supplies	1,946.39	2,204.85	3,000.00	973.39	3,000.00	
10-40-64120	OCWA	66,555.96	69,308.00	70,929.00	72,529.00	71,864.00	
10-40-64130	Distribution Labour	19,426.02	7,860.00	13,450.00	12,687.31	20,400.00	
10-40-64140	Distribution Material and Supplies	27,080.07	10,227.65	30,000.00	52,327.01	30,000.00	
10-40-64320	Special Projects	3,765.12	-	1,000.00	-	1,000.00	
10-40-64310	Capital Material and Supplies	-	-	45,000.00	-	56,500.00	Sewer main at tennis courts 12.5k; capacity study 25k; wet well 19k
10-40-64350	Loan Payment Interest	4,419.48	3,229.94	1,993.80	1,993.80	709.23	2025 last year
10-40-64355	Loan Payment Principal	30,116.43	31,296.28	32,522.36	32,522.36	33,796.44	
	Total Sewer Expenses	184,302.35	191,439.26	219,215.16	200,176.35	242,249.67	
	Water - Revenue	2022 Actual	2023 Actual	2024 Budget	2024 YTD (12/31)	2025 Budget	
10-30-52015	Provincial Grant	-	-	554,888.00	41,456.12		
10-30-56005	Water Rates	392,317.30	415,088.74	420,303.00	427,449.78	434,800.00	2% rate increase
10-30-56030	Transfer From Reserves	-	-	231,812.00	17,267.22		
10-30-56040	Water Penalties	7,005.84	3,028.22	5,100.00	5,133.50	5,400.00	9.1% of arrears collected as penalty
	Water Revenue	399,323.14	418,116.96	1,212,103.00	491,306.62	440,200.00	
	Total Water and Sewer Revenue	583,625.49	609,556.22	1,431,318.16	691,482.97	682,449.67	
	Water - Expenses	2022 Actual	2023 Actual	2024 Budget	2024 YTD (12/31)	2025 Budget	
10-30-64400	Admin - Labour	18,253.03	12,400.00	14,980.00	14,218.20	21,070.00	

10-30-64410	Admin Material and Supplies	21,877.81	25,038.64	27,400.00	26,936.88	30,950.00	insurance, meter read computer
10-30-64430	Transfer to Reserves	46,907.38	8,682.98	10,375.39	-	8,098.33	
10-30-64440	Personnel Training	1,014.55	1,038.00	1,500.00	344.40	1,500.00	
10-30-64500	Pumphouse Labour	971.30	-	-	-	-	
10-30-64510	Pumphouse Material and Supplies	21,967.68	21,241.72	25,000.00	18,407.38	25,000.00	
10-30-64520	Distribution Labour	19,426.02	18,340.00	31,400.00	29,603.73	47,600.00	
10-30-64530	Distribution Materials and Supplies	3,243.35	22,708.35	20,000.00	34,392.11	30,000.00	
10-30-64720	OCWA Agency Operations	112,664.54	115,021.14	119,108.00	122,868.04	121,459.00	
10-30-64715	Capital Material and Supplies	-	10,684.80	798,700.00	88,850.32	10,000.00	valve replacements
10-30-64750	Meter Capital Expenditure	14,853.88	44,856.46	25,575.00	17,620.95	6,500.00	installation of 43 water meters
10-30-64760	Loan Payment Interest	17,677.89	12,919.74	7,975.19	7,975.19	2,836.93	
10-30-64765	Loan Payment Principal	120,465.71	125,185.13	130,089.42	130,089.42	135,185.74	2025 last year
	Total Water Expenses	399,323.14	418,116.96	1,212,103.00	491,306.62	440,200.00	

**The Corporation of the Municipality of Powassan
Municipal Act, 2001 Ontario Regulation 284/09
2025 Budget**

Commencing in 2009, significant changes were made to Public Sector Accounting Board ("PSAB") rules that govern the preparation of municipal financial statements. Although municipalities were required to adopt these rules for financial statement purposes, **for a transition period**, they have been allowed to follow their historical "modified accrual accounting" procedures for budget purposes. The most significant differences between the two accounting methods relate to the treatment of tangible capital assets, the treatment of debt and other long-term liabilities and accounting for reserves/reserve funds.

Under a modified accrual accounting method of budgeting, tangible capital asset purchases are recorded as expenditures for which revenue must be raised in the year of purchase; under a PSAB-based method of budgeting, the budgeted expense would equal the annual amortization of all existing tangible capital assets (purchase price divided by the number of years an asset is expected to be useful). Under modified accrual accounting budgeting, increases in debt and transfers from reserves are recorded as revenue for budgeting purposes (and conversely, debt repayment and transfers to reserves are recorded as expenditures). Under PSAB accounting, debt and reserve transactions would not be recorded as revenue or expense in the budget.

In light of the new PSAB standards, the Municipal Act, 2001 was amended and a regulation passed to address the changes. Ontario Regulation 284/09 states that a municipality may currently (during the transition period, the length of which has not been publicized) exclude amortization expenses, post-employment benefit expenses and solid waste landfill closure and post-closure expenses from the budgeted amounts for which revenue must be raised. However if excluded, the regulation requires councils to adopt annual reports that show the impact of not fully covering these estimated expenses.

The anticipated effect of the 2025 budget of the Municipality on the overall accumulated surplus is shown below. This illustrates the difference between setting a balanced budget on a modified accrual basis and one set on a PSAB accounting rule basis.

1. Expenses Excluded from the Budget: Estimated Impact on the Accumulated Surplus

Per PSAB accounting rules, the following estimated expenses will be recorded in 2025. These expenses have been excluded from the 2025 budget:

Description	Estimated Expense	Basis of Estimate
Amortization expense	1,078,821	2025 amortization of existing assets plus 1/2 year amortization of budgeted asset additions
Solid waste landfill closure and post-closure expenses	15,939	Assuming 5% inflationary increase and no change in the underlying assumptions.
Total excluded expenses	1,094,760	

It is estimated that the actual surplus recorded for PSAB accounting purposes will be reduced by \$1,094,760 as a result of amortization and accrued landfill closure costs.

2. Other Budget Deviations from PSAB Accounting

Offsetting the excluded expenses noted above, the following additional non-PSAB revenue and expense items have been included in the 2025 budget. These will not be recorded as revenue/expense for PSAB reporting purposes.

Description	Estimated Impact on Surplus	Comments
Deficit carried forward from prior year - Powassan	-	Elimination of prior-year budgeted Powassan deficit
Capital acquisitions	1,178,700	Excludes items not likely to be capitalized in the year.
Transfers to reserves	322,265	Total budgeted transfers to reserve for operating and capital purposes
Transfers from reserves	(42,150)	Budgeted transfers from reserves in the year. Transfers from OCIF and gas tax obligatory reserves are revenue under PSAB accounting rules so are not included here
Net long-term debt transactions	534,497	New loan proceeds net of loan and tangible capital lease repayments
Total non-PSAB net expenditures included in the 2025 budget	1,993,312	

3. Net Effect of Budget Deviations from PSAB Accounting - Impact on Surplus and Future Tangible Capital Asset Funding

The following table provides a summary of the effect of the items outlined in sections 1 and 2 above on the Municipality's surplus:

Surplus Component Description	Anticipated Increase (Decrease) in Year	Comments
Regular budget surplus	0	Elimination of prior-year budgeted operating surplus
Net book value of tangible capital assets	99,879	Capital acquisitions in excess of amortization expense
Reserves	280,115	Transfers from reserves in excess of transfers to reserves
Unfunded landfill closure and post-closure costs	(15,939)	Anticipated increase in liability for the year
Unfunded municipal debt	534,497	Anticipated decrease for the year
Overall anticipated change in surplus	888,328	

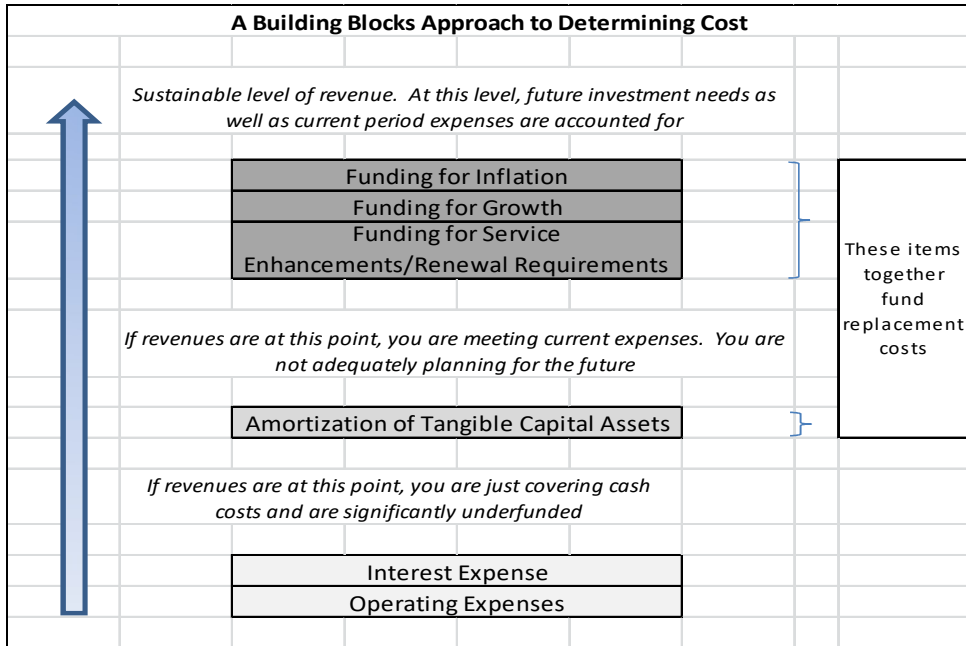
The above analysis shows that in 2025 the Municipality should anticipate an increase in its overall surplus of approximately:
888,000

Funds Available to Finance Past, Present and Future Capital Expenditures

The annual amortization of the Municipality's assets is a conservative estimate of a sustainable level of capital asset funding. The weaknesses of using amortization as an indicator of appropriate capital funding include:

- a) Assets that are fully amortized are excluded from the calculation.
- b) Amortization is based on the historical cost of tangible capital assets and not replacement costs, which in most cases would be significantly higher due to inflation.

This idea is depicted in the following funding level summary, adapted from the Province's Building Together Guide. In a more comprehensive view of sustainability, a municipality's funding levels would be sufficient to cover not only current amortization, but also, would take price increases and service level changes into account.



The Municipality's estimated 2025 amortization expense is \$1,078,821. This can be compared to the Municipality's current level of permanent/predictable annual funding for capital asset purchases of \$987,933, as detailed below:

a) net operating income generated by the 2024 budget	539,804
b) approximate annual gas tax funding	219,164
c) approximate annual OCIF funding	125,371
d) approximate annual NORDS funding	103,594
	987,933

The Municipality is generating approximately 91% of the predictable funding required to cover the current amortization of historical costs. However, it is important to consider that this figure excludes those costs for fully amortized assets, and that replacement value is substantially higher than historical cost. This indicates that if the Municipality is to move towards sustainable investment in tangible capital assets, through the taxation and fee policies adopted in the annual budgets, a sustained effort to increase funds available to finance capital expenditures must be made.



STAFF REPORT

To: Council
From: Treasurer/Director of Corporate Services
Re: Trout Creek Playground Upgrades

RECOMMENDATION:

Received for information purposes.

ANALYSIS:

As a component of the 2025 budget, the Municipality is installing a new playground area at the Trout Creek Community Centre Park. Funding support for this project is being provided by the ICIP Community, Culture and Recreation grant stream, as well as through the support of the Trout Creek Lions.

Work on the playground is scheduled to start on Monday May 5, and barring any unforeseen complications, should be completed around May 14 or 15.

Staff have been working with the Trout Creek Lions, who are planning a grand opening event for the playground. Once a date is known with certainty, we will communicate that with any members of Council who wish to attend the event.



STAFF REPORT

To: Council
From: Treasurer/Director of Corporate Services
Re: Tandem Plow Purchase

RECOMMENDATION:

That the memo from Treasurer/Director of Corporate Services B. Robinson regarding the tandem plow purchase be received; and further that Council commit to executing the biennial fleet replacement plan as outlined; and further that staff be authorized to issue an RFP for a tandem plow in 2025, for delivery in 2026.

ANALYSIS:

During deliberations for the 2025 Municipal budget, Council expressed an interest in establishing a biennial plan for replacing its aging Public Works fleet. Under this plan, half of the purchase price of a plow truck is to be allocated to our infrastructure renewal reserve in the first year of the cycle, and subsequently withdrawn from reserves the following year when the vehicle is purchased. This would allow all Municipal plow trucks to be replaced by 2030.

In the 2025 budget, a total of \$155,000 has been allocated to our infrastructure renewal reserve for this purpose, with the intent of purchasing our first replacement plow in 2026.

Staff have discussed with a potential supplier, who has indicated a 9- to 12-month turnaround time on delivery following placement of an order. On that basis, staff are recommending that the RFP for a replacement vehicle be issued in the summer of 2025, to ensure that delivery can occur prior to the 2026-2027 winter season.

Staff are seeking a commitment from Council to executing this plan, and authorization to post the RFP this year. There are no financial implications to placing an order in 2025; expenses are not recorded until delivery has occurred.



STAFF REPORT

To: Council
From: Treasurer/Director of Corporate Services
Re: RFP for the Trout Creek Community Centre

RECOMMENDATION:

That the memo from Treasurer/Director of Corporate Services B. Robinson be received; and further that Council authorize staff to issue an RFP for the design and costing of the TCCC remediation work.

ANALYSIS:

At the March 4, 2025 regular meeting, staff were directed to post an RFP for a second opinion on the structural condition of the TCCC. This RFP was posted on March 26, 2025, but subsequently cancelled after direction was received at the April 15, 2025 regular meeting.

Staff are seeking direction from Council to post a new RFP for the required work. It is the opinion of staff that the focus of this should be the design and costing of a solution to the deterioration of the interior and exterior posts. With this information, staff will be able to provide a comprehensive report to Council outlining all available options for consideration, the implications of each, and timelines and next steps such that an informed decision can be made.

As is standard in such documents, clauses will be incorporated that permit the Municipality to work with the selected proponent throughout the later stages of the project, should Council elect to move forward with the remediation option, without making a commitment of any kind.

Staff understands that there is a significant amount of local interest in this matter. Our progress throughout the project will be updated through regular reports to Council. Further, members of the public are welcome to submit ideas or suggestions to staff informally, which will be reviewed and, as appropriate, incorporated into our project plan.

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2025-08

Being a Bylaw to set tax ratios for municipal purposes for the year 2025

WHEREAS it is necessary for the Council of the Corporation of the Municipality of Powassan pursuant to the Municipal Act, 2001, (S.O. 2001, c. 25) section 308, to establish the tax ratios for 2025 for the Corporation of the Municipality of Powassan;

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

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

AND WHEREAS Regulation 385/98 states that Revenue Neutral Ratios are not permitted for 2025 due to the reassessment deferral, the Transition Ratios for 2020 will be used;

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

1.

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

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

READ a **FIRST** and **SECOND** time on the 6th day of May 2025, and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council the 20th day of May 2025.

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2025-09

Being a Bylaw to adopt the 2025 Municipal Budget

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

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

1. That the attached 2025 Municipal Budget (Appendix “A”) be adopted.

READ a **FIRST** and **SECOND** time on the 6th day of May 2025, and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council the 20th day of May 2025.

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2025-10

Being a Bylaw to provide for the adoption of tax rates and to further provide for penalty and interest in default of payment thereof for 2025.

WHEREAS the Council of the Corporation of the Municipality of Powassan has, in accordance with the Municipal Act, considered the estimates of the municipality, and whereas it is necessary that the following sums be raised by taxation for the year 2025.

General Purposes \$ 4,754,115

Education \$ 772,317

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

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

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

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF POWASSAN ENACTS as follows:

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

Fifty percent (50%) of the final levy rounded upwards to the next whole dollars shall become due and payable on the 31st day of July 2025 and the balance of the final levy shall become due and payable on the 30th of September 2025.

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

2. On all taxes levied in default on January 1st, 2025, interest will be added at a rate of 1.25 percent per month for each month of default.
3. That a tax rate is hereby adopted to be applied against the whole of the assessment for real property in the following classes:

Class	General	Education
Residential	.01322780	.00153000
Multi-Residential	.02598111	.00153000
New Multi-Residential	.01322780	.00153000
Commercial Occupied	.01923845	.00880000

Commercial Vacant Units	.01346692	.00880000
Commercial Vacant/Excess Land	.01346692	.00880000
Commercial New Construction	.01923845	.00880000
Commercial Occupied-Education Retained	.01923845	.00945188
Industrial Occupied	.02314956	.00880000
Industrial Vacant/Excess Land	.01504722	.00880000
Industrial New Construction	.02314956	.00880000
Large Industrial	.02950346	.00880000
Large Industrial Excess Land	.01917724	.00880000
Pipelines	.01372247	.00753775
Farmland	.00330695	.00038250
Managed Forests	.00330695	.00038250
Landfills	.02845547	.00980000
Aggregate Extraction	.01883694	.00511000

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

READ a FIRST and SECOND time on the 6th day of May 2025, and considered **READ a THIRD and FINAL** time and adopted as such in open Council the 20th day of May 2025.

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2025-11

Being a Bylaw to adopt the Water and Wastewater Budgets for 2025

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

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

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

1. That the attached 2025 Water and Wastewater Budgets (Appendix “A”) be adopted.
2. That this Bylaw shall come into force and effect on the date of passing.

READ a **FIRST** and **SECOND** time on the 6th day of May 2025, and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council the 20th day of May 2025.

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BYLAW NO. 2025-12

Being a Bylaw to adopt the water and wastewater Rate and Fee Schedule for 2025

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

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

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

1. That the attached 2025 Water and Wastewater Rates and Fees (Appendix “A”) be adopted.
2. That this Bylaw shall take effect on the date of adoption.

READ a **FIRST** and **SECOND** time on the 6th day of May 2025, and considered **READ** a **THIRD** and **FINAL** time and adopted as such in open Council the 20th day of May 2025.

MAYOR

CLERK

Water & Wastewater SCHEDULE A – Rates & Fees

ByLaw 2025-12

New / Replacement Meters & Services

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

Consumptive and Fixed Monthly Charges

Fixed Monthly Charge Based on Meter Size

Meter Size (mm)	Meter Size (inches)	Service Charge (\$/30-days)
15	0.62	24.93
20	0.75	24.93
25	1	24.93
40	1.5	32.12
50	2	51.71
75	3	124.81
100	4	196.16

Consumptive Rates - Water

Usage Rate – based on Owner Class	Usage Rates (\$/m ³)
Single or two-family residential metered	3.25
Multi-family metered	3.25
Industrial/Commercial/Institutional	3.25

Consumptive Rates –Wastewater (Sewer) Surcharge

Usage Rate – based on Owner Class	Usage Rates (\$/m ³)
Single or two-family residential metered – 66.7% of Water Rate	2.17
Multi-family metered – 66.7% of Water Rate	2.17
Industrial/Commercial/Institutional – 66.7% of Water Rate	2.17

Flat Rate or Temporary Water Rate

Description	Water Rate
Residential flat rate (unable to meter) - Monthly	135.44
Residential flat rate (refuse to meter) - Monthly	404.50
Construction/Temporary water rate (\$/30-days)	135.44
Interrupted Usage	Fixed rate/mo Plus turn off/on charge per user fee by-law

Penalties & Offences

Offence Penalties

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

Others

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

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NUMBER 2025-13

BEING A BY-LAW TO ESTABLISH AND REGULATE A FIRE DEPARTMENT FOR THE MUNICIPALITY OF POWASSAN.

WHEREAS Section 2 of the Fire Protection and Prevention Act requires every municipality to establish a program which must include public education with respect to fire safety and certain components of fire prevention and to provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances, and to appoint a community safety officer or team or establish a fire department to discharge its responsibilities;

WHEREAS Section 5 of the Fire Protection and Prevention Act provides that the Council of a municipality may establish, maintain and operate a fire department for the municipality and that the fire department shall provide fire suppression services and may provide other fire protection services;

WHEREAS Sections 8 and 11 of the Municipal Act authorize a municipality to provide any service that the municipality considers necessary or desirable for the public, and to pass by-laws respecting health, safety and well-being of persons, protection of persons and property, and services that the municipality is authorized to provide;

WHEREAS Section 391 of the Municipal Act authorizes a municipality to impose fees or charges on persons for services or activities provided by the municipality, and for costs payable by the municipality for services or activities provided or done by or on behalf of any other municipality;

WHEREAS Section 425 of the Municipal Act provides that the Council of a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality is guilty of an offence;

WHEREAS Section 446 of the Municipal Act provides that if a municipality has the authority under that or any other act, or under a by-law under that or any other Act, to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense, and the municipality may recover the costs of doing a matter or thing from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes;

WHEREAS the Council of the Municipality of Powassan deems it desirable and necessary to amend and update its by-law to establish and regulate a fire department for the Municipality of Powassan;

NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE Municipality of Powassan HEREBY ENACTS AS FOLLOWS:

DEFINITIONS

1. In this by-law, unless the context otherwise requires:
 - (a) "Approved" means approved by Council.
 - (b) "Automatic Aid" means an approved agreement under which a municipality agrees to provide an initial response to fires, rescues, and emergencies in another municipality, or where a municipality agrees to provide a supplemental response to fires, rescues, or emergencies that may occur in another municipality.
 - (c) "Auxiliary Member" means a person who is appointed to provide certain limited functions in support of the delivery of Fire Protection Services voluntarily or for a nominal consideration.
 - (d) "Corporation" means The Corporation of the Municipality of Powassan.
 - (e) "Council" means the Council of the Municipality of Powassan.
 - (f) "Deputy Fire Chief" means a person appointed by Council to act on behalf of the Fire Chief of the Fire Department in the case of absence or a vacancy in the office of the Fire Chief.
 - (g) "Emergency Management and Civil Protection Act" means Emergency Management and Civil Protection Act, 1990, S. O. 1990, c. E.9, as amended, and any successor legislation.
 - (h) "Fire Chief" means the person appointed by Council to act as Fire Chief for the Corporation and who is ultimately responsible to Council as set out in the Fire Protection and Prevention Act.
 - (i) "Fire Department" means the fire department for the Municipality.
 - (j) "Fire Code" means Ontario Regulation 213/07, as amended, and any successor regulation.
 - (k) "Firefighter" means the Fire Chief and any other person employed in or appointed to the Fire Department to undertake Fire Protection Services and includes a Volunteer Firefighter.
 - (l) "Fire Protection and Prevention Act" means the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4, as amended, and any successor legislation.

- (m) "Fire Protection Services" includes fire suppression, rescue and emergency services, fire prevention, public fire safety education, mitigation, prevention and safety education of the risk created by unsafe levels of carbon monoxide, communications, training of personnel involved in the provision of Fire Protection Services, and the delivery of all those services.
- (n) "Limited Service" means a variation of service significantly differentiating from the norm as a result of extenuating circumstances, such as deployment of Volunteer Firefighters in insufficient numbers to safely carry out the delivery of Fire Protection Services, environmental factors, remote properties, concurrent calls, limited water supply, impeded access, private roadways, lanes and drives, obstructions, or extraordinary hazards or unsafe conditions.
- (o) "Member" means any person employed by or appointed by the Fire Chief to the Fire Department and assigned to undertake Fire Protection Services, and includes Full-time staff, Officers, Volunteer Firefighters, Auxiliary Members and administrative staff.
- (p) "Municipal Act" means the Municipal Act, 2001, S.O. 2001, c.25, as amended, and any successor legislation.
- (q) "Mutual Aid" means a plan established pursuant to section 7 of the Fire Protection and Prevention Act under which fire departments that serve a designated area agree to assist each other on a reciprocal basis in the event of a major fire or emergency.
- (r) "Obstruction" means to hinder, obstruct or interfere with or attempt to hinder, obstruct or interfere with a person doing anything that the person is authorized to do within this legislation.
- (s) "Officer" means Fire Chief, Deputy Fire Chief, Captain, and any other person designated by the Fire Chief to supervise Firefighters.
- (t) "Volunteer Firefighter" means a Volunteer Firefighter as defined by the Fire Protection and Prevention Act and includes an Auxiliary Member.

ESTABLISHMENT

2. A Fire Department for the Municipality of Powassan to be known as the "Powassan Fire Department" is hereby established, and the head of the Fire Department shall be known as the Fire Chief.

DEPARTMENT STRUCTURE

3. Council shall appoint a Fire Chief who shall be the highest-ranking Officer and director of the Fire Department.
4. Each division of the Fire Department shall be the responsibility of the Fire Chief and shall be under the direction of the Fire Chief or a member designated by the Fire Chief. Designated members shall report to the Fire Chief on division activities under their supervision and shall carry out all orders of the Fire Chief.
5. The Fire Chief shall have the authority to effect necessary Fire Department operations.
6. In addition to the Fire Chief, Council shall appoint a Deputy Fire Chief who shall report to the Fire Chief as the second highest ranking Officer of the Fire Department and who, in the absence of the Fire Chief, shall have the powers and perform the duties of the Fire Chief.
7. In addition to the Fire Chief and Deputy Fire Chief, the Fire Department shall consist of Fire Prevention Officers, Training Officers, Health & Safety Coordinators, Officers, Volunteer Firefighters, and other members deemed necessary by and appointed by the Fire Chief to provide Fire Protection Services.
8. The Fire Department shall be structured in conformance with the approved Fire Department Organizational Chart as set out in Schedule "A" attached hereto and forming part of this by-law.
9. Working conditions, remuneration, and procedures for termination of employment for Firefighters other than Volunteer Firefighters shall be determined by Council in conformance with the provisions of Part IX of the Fire Protection and Prevention Act.
10. The Fire Department shall adhere to all legislative requirements and applicable standards that may impact the delivery of fire protection services, including, but not limited to the Fire Protection and Prevention Act, the Occupational Health

and Safety Act, Ministry of Labour Fire Service Section 21 Guidance Notes, Ontario Fire Marshal Directives, municipal policies and other legislation, regulations and standards that may apply and as may be amended from time to time.

11. The general responsibilities of each Powassan Fire Department position shall be reflected in job descriptions that will be maintained as current as roles, responsibilities, accountability and authority changes.
12. The Fire Department maintains the authority to carry out necessary department operations to deliver approved fire protection and prevention services as outlined in the Fire Protection and Prevention Act.
13. The Fire Department mission, vision, goals and objectives are as stated in Schedule "D" attached hereto and forming part of this by-law.

APPROVED SERVICES AND PROGRAMS

14. The Fire Department shall provide such Fire Protection Services and programs as approved by Council in accordance with Part II of the Fire Protection and Prevention Act and set out in Schedule "B" attached hereto and forming part of this by-law.
15. The delivery of fire protection services shall be guided by a Community Risk Assessment, which shall identify the hazards and risks for the Municipality of Powassan.

LIMITED SERVICE

16. In consideration of the reliance by the Fire Department on the response of Volunteer Firefighters, whose deployment to emergencies in sufficient numbers cannot in all instances be guaranteed, limited water supply, adverse climate conditions, topographical and geographical configuration, unposted municipal addresses, concurrent or multiple calls, failure of owners to maintain driveways or other accesses, delays or unavailability of specialized equipment required by the Fire Department, or other extraordinary circumstances which may impede the delivery of Fire Protection Services, any approved service set out in Schedule "B" may from time to time be provided as a Limited Service as defined in this by-law, as determined by the Fire Chief, his or her designate, or the highest ranking Officer in charge of a response.
17. Emergency responses to properties accessed via private roads, private lanes or private driveways may be limited by the condition of such road, lane or driveway including:
 - a) The ability of such road, lane or driveway to support and accommodate fire apparatus and equipment;
 - b) The failure of the owner of the lands upon which the road, lane or driveway is located or the user of such road, lane or driveway to maintain such road, lane or driveway in a condition that is passable by fire apparatus and equipment.
18. The Corporation shall accept no liability for the provision of a Limited Service by the Fire Department as reasonably necessary.

RESPONSES OUTSIDE THE LIMITS OF THE MUNICIPALITY

19. The Fire Department shall not respond outside the limits of the municipality except with respect to a fire, rescue or emergency:
 - (a) That, in the opinion of the Fire Chief or designate, may threaten property in the municipality, or property situated outside the municipality that is owned or occupied by the municipality;
 - (b) In a municipality with which an approved agreement has been entered into to provide fire protection services which may include automatic aid;
 - (c) On property with which an approved agreement has been entered into with any person or corporation to provide fire protection services;
 - (d) At the discretion of the Fire Chief or designate, to a municipality authorized to participate in any county, district or regional mutual aid plan established by a fire coordinator appointed by the Fire Marshal or any other similar reciprocal plan or program;
 - (e) On property beyond the municipal boundary where the Fire Chief or designate determines immediate action is necessary to preserve life or property and the appropriate department is notified to respond and assume command or establish alternative measures acceptable to the Fire Chief or designate.

FIRE CHIEF RESPONSIBILITIES AND AUTHORITY

20. The Fire Chief shall be ultimately responsible to Council as set out in subsection 6 (3) of the Fire Protection and Prevention Act for the proper administration and operation of the Fire Department, including delivery of approved services and programs.
21. The Fire Chief shall be deemed to be the Chief Fire Official of the municipality for the purposes of the Fire Protection and Prevention Act and regulations enacted thereunder and shall have all statutory authority and shall carry out all prescribed duties and responsibilities in respect thereof.
22. Without limiting the generality of the foregoing, the Fire Chief shall be authorized and responsible for:
 - (a) Performing all statutory duties of the Fire Protection and Prevention Act, the Emergency Management and Civil Protection Act and any other legislation applicable to the administration or operation of the Fire Department.
 - (b) Reporting to Council as required by the Fire Protection and Prevention Act and Emergency Management and Civil Protection Act.
 - (c) Enforcement of this by-law and any regulations established under this by-law, and the enforcement of any other by-laws of the Corporation respecting the administration and operation of the Fire Department.
 - (d) Periodically reviewing this by-law and any other by-laws of the Corporation respecting the administration and operation of the Fire Department.
 - (e) Recommending to Council amendments to this by-law and any other by-law of the Corporation that the Fire Chief considers relevant.
 - (f) Developing, establishing, and implementing policies, standard operating guidelines, general orders and department rules, and other measures as the Fire Chief may consider necessary for the proper administration and efficient operation of the Fire Department.
 - (g) Periodically reviewing, revising, or revoking as required, all policies, standard operating guidelines, general orders, and rules of the Fire Department.
 - (h) Arranging for the provision and allotment of strategic staffing and proper facilities, apparatus, equipment, materials, services and supplies for the Fire Department.
 - (i) The proper care and protection of all Fire Department property.
 - (j) Arranging and implementation of automatic aid, mutual aid and other negotiated and/or approved fire protection and emergency service agreements between the Municipality and other municipalities.
 - (k) Determining and establishing the qualifications and criteria for employment or appointment, and the duties and responsibilities of all members of the Fire Department.
 - (l) Appointment, subject to approved hiring policies, of any qualified person as a member of the Fire Department.
 - (m) The conduct and discipline of all members of the Fire Department, including disciplinary actions which may range from reprimand to dismissal.
 - (n) Keeping an accurate record of all incidents responded to by the Fire Department, all fire safety inspections and fire investigations, and other such records as may be required in a manner consistent with records management policies of the Corporation and retaining such records as prescribed by records retention policies and statutory requirements.
 - (o) Enforcement of the Ontario Fire Code, reporting all fires to the Fire Marshal, and complying with all Fire Marshal's directives as mandated by the Fire Protection and Prevention Act.
 - (p) Reporting to the appropriate Crown Attorney or other prosecutor, or law enforcement or other officer, the facts upon the evidence in any case in which there is reason to believe that a fire has been the result of criminal intent or negligence, or in which there is reason to believe that an offence has been committed under the Fire Protection and Prevention Act, or other applicable regulation or statute.
 - (q) Preparing and presenting annual reports and periodic reports to Council as deemed necessary by the Fire Chief, and any other specific reports as directed by Council.
 - (r) Preparing and submitting annual budget estimates for approval by Council, and effectively administering, monitoring, and controlling the Fire Department operating and capital budgets.

23. The Fire Chief shall be responsible for coordinating the Municipality of Powassan Emergency Management Program, and assisting with the preparation, implementation, and maintenance of the municipal Emergency Plan pursuant to the Emergency Management and Civil Protection Act.
24. The Fire Chief shall be responsible for assisting other public officials in an emergency declared by the Head of Council, the Premier of Ontario, or the Prime Minister of Canada.

POWERS

25. The Fire Chief shall exercise all powers and duties prescribed by the Fire Protection and Prevention Act and shall be empowered to take all reasonable and proper measures for the prevention, control, and extinguishment of fires, and for the protection of life, property and the environment, and for the management of emergencies within the jurisdiction of the municipality.
26. Without limiting the generality of the foregoing, the Fire Chief and his/her designates shall be empowered and authorized to carry out the following:
 - (a) Enforcement of all municipal by-laws in respect of fire safety and fire prevention, including property standard by-laws.
 - (b) Pulling down or demolishing any building or structure when necessary to prevent the spread of fire.
 - (c) Any necessary action to guard against fire or other danger, risk, or accident, which may include boarding up or barricading of buildings or property, when unable to contact the owner of the property.
 - (d) Recovery of costs incurred by such necessary actions for the Corporation in a manner provided by the Municipal Act and the Fire Protection and Prevention Act.
 - (e) Taking any and all steps as set out in Parts V, VI and VII of the Fire Protection and Prevention Act.
27. As set out in the Fire Protection and Prevention Act, the Fire Chief may delegate any of his/her powers or duties to the Deputy Fire Chief or any Officer or member that the Fire Chief deems appropriate, subject to such limitations, restrictions or conditions as may be set out in the delegation, and such Officer or member so delegated shall have all the powers and shall perform all duties as delegated.

RECOVERY OF COSTS

28. If as the result of a Fire Department response to a fire, rescue, or other emergency, the Fire Chief, his or her designate, or the highest ranking Officer in charge determines that it is necessary to retain a private contractor, rent special equipment, or use consumable materials other than water in order to suppress or extinguish a fire, preserve property, prevent a fire from spreading, remove hazardous materials, assist in or otherwise conduct an investigation to determine the cause of a fire, or otherwise control or eliminate an emergency situation, the Corporation may recover the costs incurred by the Fire Department for taking such actions from the owners of the property or vehicle as the case may be.
29. The Corporation may recover costs incurred by such necessary actions in a manner provided by the Municipal Act, the Fire Protection and Prevention Act and the Forest Fire Prevention Act in accordance with the fees prescribed by the applicable Fees and Charges By-law of the Corporation as may be amended from time to time.
30. A fee imposed upon a person under this by-law, including any interest, penalty charges and costs of collection, constitutes a debt of the person to the Corporation, and a person who is charged a fee under this by-law shall be charged interest in accordance with the applicable Fees and Charges Bylaw of the Corporation.
31. If a property owner who is charged a fee under this by-law fails to pay the fee, the Corporation may add the fee, including penalty and interest, to the tax roll for any real property in the Municipality of Powassan registered in the name of the owner and collect the fee, including penalty and interest, in like manner as municipal taxes.

VOLUNTEER FIREFIGHTER EMPLOYMENT

32. The Fire Chief may appoint, from time to time, any eligible person as a Volunteer Firefighter in order to maintain a sufficient complement of Firefighters in accordance with the approved Fire Department Organizational Chart as set out in Schedule "A" attached hereto and forming part of this Bylaw, and subject to approved recruitment policies.
33. The employment of Volunteer Firefighters shall be governed by the Volunteer Firefighter Terms and Conditions of Employment as set out in Schedule "C" attached hereto and forming part of this by-law.

OBSTRUCTION

34. No person shall obstruct, hinder, or interfere with the Fire Chief or any member of the Fire Department in the performance of his or her duties in accordance with this by-law and the Fire Protection and Prevention Act.

OFFENCES

35. Every person who contravenes any provision of this by-law is guilty of an offence and, upon conviction, is liable to a penalty established by the Provincial Offences Act, R.S.O. 1990, c. P.33, as may be amended from time to time, and any successor legislation.

SEVERABILITY

36. Should a court of competent jurisdiction find any section or provision, or part thereof, of this by-law to be invalid or to be of no force and effect, such section or provision or part thereof shall be deemed to be severable, and all other sections or provisions or parts of this by-law shall be deemed to be separate and independent there from and to be enacted as such.

REPEAL

37. By-law No. 2001-21, as amended, of the Corporation of the Municipality of Powassan be hereby repealed.

38. Notwithstanding Section 39, the appointments of the Fire Chief, the Deputy Fire Chief, and all other members of the Fire Department that were in force and effect on the day on which the ancestor by-law is repealed shall survive and remain in force and effect after that by-law is repealed.

SCHEDULES

39. All attached schedules, policies and other documents are deemed to be an integral part of this bylaw.

FORCE AND EFFECT

40. This By-law shall come into force and effect on the day on which it is passed.

ENACTED AND PASSED THIS 20th DAY OF May 2025 as witnessed by the Corporate Seal of the Municipality of Powassan and the hands of its proper Officers duly authorized in that behalf.

THE CORPORATION OF THE Municipality of Powassan

Mayor _____

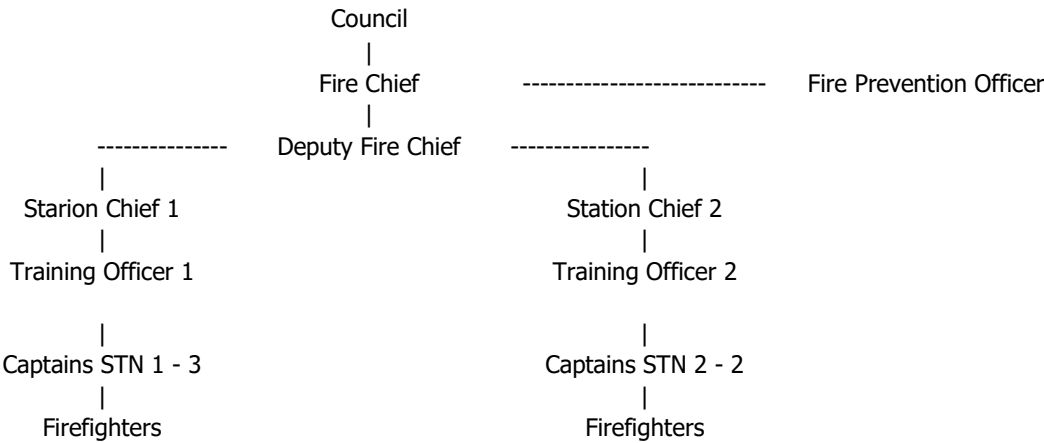
Clerk _____

READ A FIRST AND SECOND TIME THIS 6th DAY OF MAY 2025. READ A THIRD TIME AND PASSED AS READ THIS 20th DAY OF MAY 2025.

Schedule "A" By-Law No. 2025-13

POWASSAN FIRE DEPARTMENT ORGANIZATIONAL CHART

The Fire Department shall be structured in conformance with the following Fire Department Organizational Chart:



Schedule "B" By-Law No. 2025-13

POWASSAN FIRE DEPARTMENT APPROVED SERVICES AND PROGRAMS

The Fire Department shall provide the following services and programs:

B.1 Emergency Response

B.1.1 Basic Firefighting Services:

(a) The Fire Department shall respond to fires, alarms of fire, and pre-fire conditions to provide fire suppression services, and shall exercise best efforts to conform to the most recent edition of National Fire Protection Association (NFPA) 1720, Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments as revised from time to time.

B.1.2 Structural Firefighting Services:

(a) For the purpose of this Schedule, "Structural Firefighting" shall have the same meaning as Structural Firefighting as defined by NFPA 1720, Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments.

(b) Interior Search and Rescue – Shall be provided when possible and as appropriate in accordance with the following:

- Service shall be provided to search for and rescue endangered, trapped or potentially trapped persons within the structure.
- Service shall be provided only when, in the opinion of the Fire Chief or most senior Officer in charge, all of the following are true:
 - i. A risk assessment has been completed, and the level of risk reasonably justifies entry into the structure;
 - ii. Building integrity permits entry into the structure;
 - iii. Sufficient Firefighter staffing is deployed at the fireground;
 - iv. Reliable water supply with adequate flow can be sustained;
 - v. Adequate fireground supervision and support is provided.

(c) Interior Fire Suppression (Offensive Operations) – Shall be provided when possible and as appropriate in accordance with the following:

- Service shall be provided to contain the fire and prevent further loss of property.
- Service shall be provided only when, in the opinion of the Fire Chief or most senior Officer in charge, all of the following are true:
 - i. A risk assessment has been completed, and level of risk reasonably justifies Firefighter entry into the structure;
 - ii. Building integrity permits entry into the structure;
 - iii. Sufficient Firefighter staffing is deployed at the fireground;
 - iv. Reliable water supply with adequate flow can be sustained;
 - v. Adequate fireground supervision and support is provided

(d) Exterior Fire Suppression (Defensive Operations) – Shall be provided when possible and as appropriate, in the opinion of the Fire Chief or most senior Officer in charge, in accordance with the following:

- There shall be no expected rescue component with this service.
- Service shall be provided to prevent fire spread to adjacent areas.
- Service shall be provided when Interior Fire Suppression is not possible or appropriate.
- Service shall be provided as water supply permits.

B.1.3 Rural Firefighting Operations:

- Rural firefighting operations using tanker shuttle service shall be provided in areas without municipal water supply and best efforts shall be exercised to conform to NFPA 1142, Standard on Water Supplies for Suburban and Rural Fire Fighting.
- B.1.4 Vehicle Firefighting Services:
- Service shall be provided to control and extinguish vehicle fires.
- B.1.5 Grass, Brush, and Forest Firefighting Services:
- Service shall be provided and best efforts shall be exercised to conform to NFPA 1143, Standard for Wildland Fire Management.
- B.1.6 Marine Firefighting Services:
- Marine firefighting service shall be limited to shore-based, defensive firefighting operations only.
- B.1.7 Automatic Aid Response Services:
- Service shall be provided in accordance with any Automatic Aid agreements approved by Council.
- B.1.8 Mutual Aid Response Services:
- Service shall be provided in accordance with the Mutual Aid Plan established in respect to the municipalities within the Kenora District pursuant to clause 7(2)(a) of the Fire Protection and Prevention Act.
- B.1.9 Tiered Medical Assistance Services:
- Service shall be provided in accordance with the Emergency Medical Tiered Response Agreement between the Parry Sound Emergency Medical Services and the Municipality of Powassan.
- B.1.10 Ambulance Assistance Services:
- Service shall be provided to assist Emergency Medical Services with emergency and non-emergency situations with respect to providing access and/or the provision of care to patients.
- B.1.11 Police Assistance Services:
- Service shall be provided to assist Police with emergency and nonemergency situations for which the Fire Department has equipment and/or specialized skills to assist in the mitigation.
- B.1.12 Public Assistance Services:
- Service shall be provided to assist the public with emergency and non-emergency situations for which the Fire Department has the equipment and/or specialized skills to mitigate the incident.
- B.1.13 Public Hazard Assistance Services:
- (a) Carbon monoxide Incidents – Response shall be provided to carbon monoxide alarms and emergencies.
 - (b) Public Utility Incidents – Response shall be provided to public utility incidents that pose a public hazard, including:
 - i. Electrical utility emergencies;
 - ii. Natural gas utility emergencies.
 - iii. Flood emergencies
- B.1.14 Vehicle Accident Services:
- The Fire Department shall respond to vehicle accidents to provide the following services:
 - vi. Stabilizing the scene of the accident;
 - vii. Stabilizing the vehicles involved in the accident;
 - viii. Providing aid to injured or trapped persons;
 - ix. Mitigating adverse effects to the natural environment.
- B.1.15 Vehicle Extrication Services:

- Vehicle search and rescue services, including extrication, shall be provided at the Technician Level in accordance with NFPA 1670, Standard for Operations and Training for Technical Search and Rescue Incidents.
- B.1.16 Transportation Incidents involving Vehicles, Trains, Aircraft, Watercraft:
- Response shall be provided to large-scale transportation incidents that may involve large numbers of casualties, widespread damage to property, and/or significant environmental impact.
- B.1.17 Highway Incident Services:
- Fire Protection Services shall be provided to provincial highways.
 - Costs associated with Fire Department response to provincial highways shall be recovered in accordance with applicable provincial fire service agreements.
- B.1.18 Hazardous Materials Response Services:
- Service shall be provided at the Operations Level in accordance with NFPA 472, Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents, and services by Operations Level Responders that require missionspecific competencies with respect to product control.
- Hazardous materials response services at the NFPA 1072 Technician Level shall **not be provided** by the Fire Department.
- B.1.19 Water and Ice Rescue Services:
- (a) Surface Water Rescue – Service shall be provided at the Shore based level in accordance with NFPA 1670, Standard for Operations and Training for Technical Search and Rescue Incidents, and may include shore based, water entry, and boat rescue operations.
 - (b) Swift Water Rescue – **shall not be provided** by the Fire Department.
 - (c) Ice Rescue – **shall not be provided** by the Fire Department.
 - (d) Dive rescue – **shall not be provided** by the Fire Department.
 - (e) Recovery services to retrieve animals, property, or human remains by entering into or onto a body of water, or onto ice over a body of water, **shall not be provided** by the Fire Department.
- B.1.20 Urban Search and Rescue Services:
- Service shall be provided at the Awareness Level in accordance with NFPA 1670, Standard for Operations and Training for Technical Search and Rescue Incidents.
 - Urban search and rescue service requiring structural collapse search and rescue services at the Operations or Technician Levels **shall not be provided** by the Fire Department.
- B.1.21 Rope Rescue Services:
- Rope rescue services, such as high-angle and low-angle rescue services, shall be provided at the Awareness Level, and Operations Level where qualified personnel are available and a risk assessment has been conducted in advance of the rescue, in accordance with NFPA 1670, Standard for Operations and Training for Technical Search and Rescue Incidents.
 - Rope rescue services at the Technician Level **shall not be provided** by the Fire Department.
- B.1.22 Confined Space Rescue Services:
- Service shall be provided at the Awareness Level in accordance with NFPA 1670, Standard for Operations and Training for Technical Search and Rescue Incidents.
 - Confined space rescue services at the Operations or Technician Levels **shall not be provided** by the Fire Department.
- B.1.23 Trench Rescue Services:
- Service shall be provided at the Awareness Level, and the Operations Level where qualified personnel are available and a risk assessment has been conducted in advance of the rescue, in accordance with NFPA 1670, Standard for Operations and Training for Technical Search and Rescue Incidents.
 - Trench rescue services at the Technician Level **shall not be provided** by the Fire Department.
- B.1.24 Cave, Mine, and Tunnel Rescue Services:
- Service shall be provided at the Awareness Level in accordance with NFPA 1670, Standard for Operations and Training for Technical Search and Rescue Incidents.

- Cave, mine, and tunnel rescue services at the Operations or Technician Levels **shall not be provided** by the Fire Department.

B.1.25 Farm and Silo Rescue Services:

- Fire Department response to farm and silo rescue incidents that involve a rope rescue and/or a confined space rescue component shall be limited to providing such technical rescue services at the Awareness Level in accordance with the NFPA 1670 standard.
- Farm and silo rescue incidents requiring rope rescue and/or confined space rescue services at the Operations or Technician Levels **shall not be provided** by the Fire Department.

B.1.26 Industrial and Machinery Rescue Services:

- **Service shall not be provided** at the Operations Level in accordance with NFPA 1670, Standard for Operations and Training for Technical Search and Rescue Incidents.

B.1.27 Community Emergency Plan Response Services:

- Service shall be provided in accordance with the approved Municipality of Powassan Emergency Management Program.

B.1.28 Assistant to the Fire Marshal Services – Fire Suppression:

- Duties of Assistant to the Fire Marshal shall be carried out as prescribed by the Fire Protection and Prevention Act.

B.2 Fire Prevention and Public Education

B.2.1 Fire Inspection Services:

- (a) Conducting complaints inspections.
- (b) Conducting vulnerable occupancy inspections.
- (c) Conducting requested inspections.
- (d) Conducting routine inspections.
- (e) Conducting licensing inspections.
- (f) Systems checking, testing and approval.
- (g) Enforcing code compliance.
- (h) Enforcing municipal by-laws.
- (i) Reviewing and confirming adherence to the Open Air Burn Bylaw.
- (j) Laying orders and/or charges as prescribed by the Fire Protection and Prevention Act.
- (k) Supporting any prosecutions, including appearances in court.
- (l) Issuing permits.
- (m) Preparing reports and issuing written responses to requests.

B.2.2 Public Education Services:

- (a) Providing fire and life safety public education programs.
- (b) Facilitating smoke alarm and carbon monoxide alarm initiatives.
- (c) Distributing public safety messaging to the media.
- (d) Delivery of specialized programs.

B.2.3 Fire Investigation Services:

- (a) Determining cause and origin of fires and explosions.
- (b) Assessing code compliance.
- (c) Determining effectiveness of built-in suppression features.
- (d) Determining compliance with building standards.
- (e) Interacting with police, fire investigators, and other agencies.

- (f) Supporting criminal prosecutions, including appearances in court.

B.2.4 Plans Examination Services:

- (a) Reviewing and approving fire safety plans.
- (b) Examining and providing comment on new construction and renovation plans.
- (c) Reviewing and providing comment on subdivision and development agreements.
- (d) Reviewing and providing comment on site plans.
- (e) Reviewing and providing comments on consent and minor variance applications.
- (f) Inspecting sites of approved plans to determine compliance.

B.2.5 Risk Assessment Services:

- (a) Conducting community fire risk assessments.
- (b) Compiling, analyzing and disseminating functional statistics.
- (c) Selecting appropriate fire service programs.

B.2.6 Consultation Services:

- (a) Consulting with families, schools, health professionals, and police with respect to TAPP-C and other juvenile fire starting programs.
- (b) Consulting with architects, engineers, planners, and builders.
- (c) Interacting with building departments.
- (d) Interacting with other government agencies.
- (e) Providing input into fire prevention policy development.

B.2.7 Assistant to the Fire Marshal Services – Fire Prevention:

- (a) Duties of Assistant to the Fire Marshal shall be carried out as prescribed by the Fire Protection and Prevention Act.

B.3 Emergency Planning

B.3.1 Pre-Incident Planning Services:

- (a) Pre-incident plans shall be developed and maintained in accordance with NFPA 1620, Standard for Pre-Incident Planning.

B.3.2 Community Emergency Management Planning Services:

- (a) Collaborating with the development, review, revision, and implementation of the approved Municipality of Powassan Emergency Plan.

B.4 Fire Department Administration

B.4.1 Planning and Development Services:

- (a) Strategic planning.
- (b) Evaluating Fire Department programs and services.
- (c) Projecting station locations and reallocations.
- (d) Determining staffing levels and assignments.
- (e) Developing policies, procedures & standard operating guidelines.
- (f) Coordinating with other emergency services.
- (g) Coordinating with other municipal departments.

B.4.2 Financial Services:

- (a) Coordinating with the Corporation's Finance Department for financial services.

- (b) Coordinating use of information and statistics from suppression and fire prevention activities to determine funding requirements.
- (c) Providing input into levels of service based on available funding.
- (d) Developing and administering operating and capital budgets.
- (e) Identifying alternative sources of revenue and fees for services.
- (f) Initiating cost recovery measures.
- (g) Purchasing.

B.4.3 Records Management Services:

- (a) Documenting Fire Department activities.
- (b) Maintaining Fire Department records in accordance with records retention policies and applicable legislation.
- (c) Complying with all applicable freedom of information legislation, including the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.45, as amended, or successor legislation.

B.4.4 Department Human Resources Services:

- (a) Recruitment, selection, promotion, and retention of staff.
- (b) Performance evaluation.
- (c) Career development.
- (d) Job classifications.
- (e) Performance management.

B.4.5 Customer Relations Services:

- (a) Environmental scanning, anticipating pressures and developing communication strategies.
- (b) Enhancing public image of the Fire Department and its staff.
- (c) Developing and maintaining inter-agency relationships.

B.4.6 Health and Safety Services:

- (a) Implementing a Fire Department health and safety program.
- (b) Implementing a joint health and safety committee for the Fire Department.
- (c) Implementing an occupational exposure program.
- (d) Establishing a Designated Officer program with respect to communicable disease regulations.

B.4.7 Legal Services:

- (a) Carrying out mandated enforcement duties of the Fire Department in accordance with applicable by-laws, statutes and regulations.
- (b) Prosecuting offences under applicable by-laws and statutes.
- (c) Coordinating the services of solicitors and legal counsel.

B.5 Communications

B.5.1 Dispatch Services:

- (a) Arranging for the provision of dispatch services from an external agency to dispatch appropriate Fire Department resources.
- (b) Liaising with dispatch centres.
- (c) Providing current municipal information to the dispatch centres, including response protocols, mapping, local streets, property, and water service information, road closures, and caution notes.
- (d) Monitoring Fire Department dispatch centre performance and resolving any service issues.

B.5.2 Technology Services:

- (a) Arranging for maintenance, repair, and technical support of Fire Department telecommunications and computer systems.
- (b) Developing specifications for Fire Department radios, communications devices and systems, and computers.
- (c) Arranging for interface capabilities with other data systems.

B.6 Training and Education

B.6.1 Training Program Standards:

- (a) Providing a training program for Firefighters that conforms to NFPA 1001, Standard for Fire Fighter Professional Qualifications.
- (b) Providing a training program for apparatus drivers and operators that conforms to NFPA 1002, Standard for Fire Apparatus Driver/Operator Professional Qualifications.
- (c) Providing a training program for technical rescue operations that conforms to NFPA 1006, Standard for Technical Rescuer Professional Qualifications.
- (d) Providing a training program for Officers that conforms to NFPA 1021, Standard for Fire Officer Professional Qualifications.
- (e) Providing a training program for fire inspectors that conforms to NFPA 1031, Standard for Professional Qualifications for Fire Inspector and Plan Examiners.
- (f) Providing a training program for fire investigations that conforms to NFPA 1033, Standard for Professional Qualifications for Fire Investigators.
- (g) Providing a training program for fire and life safety educators that conforms to NFPA 1035, Standard for Professional Qualifications for Fire and Life Safety Educator, Public Information Officer, and Juvenile Firesetter Intervention Specialist.
- (h) Providing a training program for fire service instructors and training officers that conforms to NFPA 1041, Standard for Fire Service Instructor Professional Qualifications.
- (i) Providing a training program for incident safety officers that conforms to NFPA 1521, Standard for Fire Department Safety Officer Professional Qualifications.

B.6.2 Providing Access to Training Facilities:

- (a) Coordinating access to appropriate training facilities.
- (b) Delivering hands-on training to staff.

B.6.3 Providing Station Training:

- (a) Delivering curriculum specific to operational and strategic needs.
- (b) Providing supervisory training drills.

B.6.4 Program Development Services:

- (a) Developing trainers.
- (b) Coordinating core training curriculum.
- (c) Providing officer training and development.
- (d) Developing specialized staff development programs.

B.7 Maintenance

B.7.1 Fleet and Equipment Maintenance Services:

- (a) Maintaining fleet and equipment (both routine and emergency).
- (b) Providing periodic inspection and testing programs.
- (c) Complying with the requirements of provincial regulations.
- (d) Providing annual pump capacity and certification testing.
- (e) Providing annual aerial device testing.

- (f) Developing specifications for new apparatus and equipment.
- (g) Acceptance testing of new apparatus and equipment.
- (h) Maintaining, testing, and calibrating specialized equipment.

B.7.2 Facilities Maintenance Services:

- (a) Providing routine cleaning and housekeeping of fire stations.
- (b) Arranging for maintenance and repair of fire station infrastructure.
- (c) Providing input regarding design and construction of fire stations.

Schedule "C" By-Law No. 2025-13

**POWASSAN FIRE DEPARTMENT VOLUNTEER FIREFIGHTER TERMS
AND CONDITIONS OF EMPLOYMENT**

The employment of Volunteer Firefighters shall be governed by the following:

C.1 EMPLOYMENT REQUIREMENTS

C.1.1 The employment of Volunteer Firefighters shall be governed by the Employment Standards Act, 2000, S.O. 2000, c.41, as amended, and the Ontario Human Rights Code, RSO 1990, c. H.19, as amended.

C.1.2 To be eligible for appointment to the position of Volunteer Firefighter, every candidate shall to the satisfaction of the Fire Chief:

- (a) Be at least 18 years of age.
- (b) Be medically fit to perform the duties of a Firefighter and produce a medical evaluation report from a qualified medical practitioner which attests to the candidate's ability to endure the physical, emotional, and psychological demands of performing the essential job tasks of Firefighter in accordance with NFPA 1582, Standard on Comprehensive Occupational Medical Program for Fire Departments.
- (c) Be physically fit to perform the duties of a Firefighter and successfully complete a physical ability test.
- (d) Provide a police record check which includes a Vulnerable Sector Check indicating no record of conviction or exceptional disclosure of non-conviction information of any specified offence set out in Section 1 of Ontario Regulation 350/18 enacted under the Police Record Checks Reform Act, 2015, S.O. 2015, c. 30.
- (e) Possess a valid Ontario Class "G" driver's licence with a driving record that indicates responsible and safe driving behaviour and provide a current Ministry of Transportation driver's abstract, and work to obtain a "DZ" driver's license within 3 years of becoming a firefighter.
- (f) Reside and/or work in the Municipality or within proximity acceptable to the Fire Chief to a Municipal fire station and able to respond to emergencies in a manner consistent with the deployment criteria of NFPA 1720, Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments.
- (g) Complete and successfully pass all written, oral, and physical examinations, including certification as Firefighter I and Firefighter II in accordance with NFPA 1001, Standard for Fire Fighter Professional Qualifications (applies to all firefighters starting after the date this by-law is enacted).
- (h) Have the ability to meet the attendance requirements for emergency responses, training, and other required activities as prescribed by the Fire Department Attendance Policy.

- C.1.3 Every newly appointed Volunteer Firefighter shall complete a term of probation of 12 months wherein he or she shall successfully complete all training and examinations and shall meet all attendance and performance expectations as may be required by the Fire Chief.
- C.1.4 At the discretion of the Fire Chief, a probationary Firefighter may be placed on an additional term of probation of up to 12 months at the completion of the initial probationary period should circumstances warrant, and the probationary Firefighter shall successfully complete all training and examinations and shall meet all attendance and performance expectations during the additional probationary period.
- C.1.5 Following the successful completion of the term of probation, the Fire Chief may appoint a Probationary Firefighter as a qualified member of the Fire Department in accordance with approved recruitment policies.
- C.1.6 The Fire Chief may dismiss any Probationary Firefighter who fails to successfully complete any required training or examinations, fails to meet any requirement of the Fire Department or any obligations as may be agreed upon, or whose attendance or performance is otherwise unsatisfactory.
- C.1.7 The Fire Chief may promote, from time to time, any qualified member in order to maintain a sufficient complement of Officers in accordance with the approved Fire Department Organizational Chart.
- C.1.8 In consideration of the physical, emotional, and psychological demands associated with performing the essential job tasks of a Firefighter, the recognition under the Workplace Safety and Insurance Act, 1997 as amended, that certain cancers and other illnesses are presumed to be occupational diseases due to the nature of Firefighters' employment, and the Corporation's responsibility to ensure the safety, health and wellness of employees performing fire suppression and emergency response duties, the Fire Chief may:
- (a) Require every Volunteer Firefighter to produce a medical evaluation report from a qualified medical practitioner prior to appointment which attests to the candidate's medical fitness to perform the duties of Firefighter.
 - (b) Establish a medical screening and monitoring program wherein every Volunteer Firefighter shall be required to periodically undergo a medical examination and produce a medical evaluation report from a qualified medical practitioner confirming his/her fitness to perform the duties of Firefighter.
 - (c) Establish a program to ensure each Volunteer Firefighter's continued physical ability to perform the duties of Firefighter by successfully completing a physical ability test starting at an age determined by the Fire Chief and periodically thereafter.
- C.1.9 Every Volunteer Firefighter who is required to carry out any Emergency Response program or service as set out in Appendix "B" of the By-Law to Establish and Regulate a Fire Department shall be medically and physically fit to perform the duties of Firefighter, and shall submit to a medical examination and/or a physical ability test at such times as the Fire Chief may reasonably require.
- C.1.10 If a qualified medical practitioner finds a Volunteer Firefighter to be unfit to perform the essential job tasks of Firefighter, the Corporation may take such actions it deems necessary in respect of the Volunteer Firefighter's employment subject to the Corporation's duty to accommodate pursuant to the Ontario Human Rights Code.

C.2 REMUNERATION

C.3 BENEFITS

- C.3.1 All Volunteer Firefighters shall receive on-duty volunteer firefighters' accidental death, disability, and illness insurance benefits paid by the Corporation to an approved level of coverage.

C.4 EMPLOYMENT INSURANCE (EI)

- C.4.1 Hours worked as a Volunteer Firefighter are generally not deemed to be insurable under the Employment Insurance Act and are exempt from Employment Insurance premium deductions.

C.5 CANADA PENSION PLAN (CPP)

- C.5.1 Hours worked as a Volunteer Firefighter are generally not deemed to be pensionable under the Canada Pension Plan and are exempt from Canada Pension Plan contribution deductions.

C.6 ONTARIO MUNICIPAL EMPLOYEES RETIREMENT SYSTEM (OMERS)

- C.6.1 Volunteer Firefighters are not eligible to join the OMERS pension program.

C.7 WORKPLACE SAFETY AND INSURANCE BOARD (WSIB) COVERAGE

- C.7.1 For the purposes of the Workplace Safety and Insurance Act, 1997, and the regulations enacted thereunder, Volunteer Firefighters and Auxiliary Members of the Fire Department shall be considered workers as defined by the Act, and the Corporation shall be the deemed employer in respect of Workplace Safety and Insurance Board coverage for members of municipal volunteer fire brigades.
- C.7.2 The Corporation shall maintain coverage for Volunteer Firefighters and Auxiliary Members according to the annual maximum insurable earning ceiling as may be established by the Workplace Safety and Insurance Board from time to time.

C.8 ATTENDANCE

- C.8.1 All Volunteer Firefighters shall meet the attendance requirements for emergency responses, training, and other required activities prescribed by the Fire Department Attendance Policy as established by the Fire Chief.
- C.8.2 The attendance of every Volunteer Firefighter shall be reviewed periodically in accordance with the Fire Department Attendance Policy.
- C.8.3 In the case that a Volunteer Firefighter's attendance does not meet the requirements of the Fire Department Attendance Policy, the following attendance management steps shall apply and be documented:
- 1st step: The Firefighter shall attend a Counselling Meeting with the Deputy Chief and their Platoon Captain to identify the attendance deficiency, discuss available assistance, and determine appropriate corrective actions;
 - 2nd step: Upon a subsequent failure to meet attendance requirements within two (2) years of Step 1, the Firefighter shall attend a Counselling Meeting with the Deputy Chief and their Platoon Captain and shall be issued a Written Notice;

3rd step: Upon a subsequent failure to meet attendance requirements after Step 2 and within two (2) years of the Step 1 Counselling Meeting, the Fire Chief shall review the circumstances and may take appropriate action up to and including Termination of employment.

C.8.4 Failure to meet the attendance requirements set out by the Fire Department Attendance Policy, except in accordance with a statutory leave of absence or a voluntary leave of absence approved by the Fire Chief, shall constitute a breach of the terms of the Volunteer Firefighter Service Agreement between the Volunteer Firefighter and the Corporation.

C.8.5 In the case that a Volunteer Firefighter has no subsequent failures to meet attendance requirements within two (2) years of the Step 1 Counselling Meeting, the records of the attendance management steps shall be removed from the Firefighter's file.

C.9 GENERAL DUTIES AND RESPONSIBILITIES

C.9.1 All Volunteer Firefighters shall conduct themselves in conformance with the By-law to Establish and Regulate a Fire Department, all applicable policies of the Corporation, and all policies, procedures, operating guidelines, orders, and rules of the Fire Department, and shall faithfully and diligently perform their assigned duties to the best of their ability.

C.10 DISCIPLINE AND DISCHARGE

C.10.1 The Fire Chief may take disciplinary action up to and including dismissal of any Volunteer Firefighter for misconduct, including an infraction of any provision of the By-law to Establish and Regulate a Fire Department, any applicable policy of the Corporation, or any policy, procedure, operating guideline, order, directive, or rule of the Fire Department.

C.10.2 In the case of misconduct by a Volunteer Firefighter, the following progressive steps of disciplinary action shall apply and shall be documented in the Firefighter's employment records, except in cases of serious misconduct wherein one or more steps may be omitted at the discretion of the Fire Chief:

1st step: Verbal reprimand by the Deputy Fire Chief;

2nd step: Written letter of reprimand by the Deputy Fire Chief;

3rd step: Suspension for up to sixty (60) days by the Fire Chief;

4th step Termination of employment.

C.10.3 Any record of verbal or written disciplinary reprimand shall be removed from the Firefighter's employment records after a period of eighteen (18) months in which there have been no further disciplinary action(s).

C.10.4 Any Volunteer Firefighter found guilty by a court having jurisdiction of any specified offence set out in Section 1 of Ontario Regulation 350/18 enacted under the Police Record Checks Reform Act, 2015, S.O. 2015, c.30 shall be discharged.

C.10.5 Any Volunteer Firefighter who does not complete the probationary period may be discharged.

C.10.6 In the case that a Volunteer Firefighter who has completed the probationary period is discharged for just cause, the Firefighter shall be advised in writing by the Municipality of the reason for such discharge.

C.11 LEAVES OF ABSENCE

- C.11.1 Volunteer Firefighters shall be entitled to all statutory unpaid leaves of absence to which they are entitled under the provisions of the Employment Standards Act, 2000.
- C.11.2 A Volunteer Firefighter who has completed the twelve (12) month probationary period may request a voluntary leave of absence from the Fire Chief without pay for a period of up to six (6) months, and such requests shall not be unreasonably denied.
- C.11.3 All requests for a voluntary leave of absence must be submitted in writing to the Deputy Fire Chief at least twenty (20) calendar days prior to when the leave of absence is to commence. The Fire Chief, at his or her discretion, may waive this notice period.
- C.11.4 A request for a second or subsequent leave of absence within twelve (12) months of a previous leave of absence shall be evaluated on a case-by-case basis.

C.12 TERMINATION

- C.12.1 The employment relationship between a Volunteer Firefighter and the Municipality may be terminated in the following ways:
 - (a) Resignation: A Volunteer Firefighter may terminate employment by providing written notice to the Fire Chief or designate.
 - (b) Termination with Cause: The Municipality may terminate the employment of a Volunteer Firefighter for just cause without notice or payment in lieu of notice at any time during the course of employment.
 - (c) Termination Without Cause: The employment of a Volunteer Firefighter may be terminated without cause at any time by the Municipality, at its sole discretion for any reason, by providing the Volunteer Firefighter with the minimum amount of notice, or pay in lieu of notice, and severance pay if applicable to which he or she is entitled under the Employment Standards Act, 2000. In addition, the Municipality shall continue to pay its share of the Volunteer Firefighter's benefits, if any, for the duration of the notice of termination period, pursuant to the Employment Standards Act, 2000.

Schedule "D" By-Law No. 2025-13

POWASSAN FIRE DEPARTMENT MISSION, VISION, GOALS AND OBJECTIVES

Mission Statement:

The mission of the Powassan Fire Department is to protect the lives and property of our citizens and visitors by providing prompt and professional service in the event of fire, accident, emergency, disaster or any other event which may threaten the public welfare.

We will serve the community through fire and accident prevention, education and the immediate response to emergencies.

Vision Statement:

We will provide high quality and caring service to those who live in, work in and visit our Municipality - safely, efficiently and effectively.

Goals & Objectives:

- Provide a timely response for all requests for service
- Provide highly trained and skilled staff
- Reduce the incidence of injury, loss of life and property damage by providing public education programs and fire prevention services
- Conform to legislation, regulations, standards and policies thereby mitigating liabilities/losses to the Municipalities' assets
- Be responsive to local economics so that our service model reflects the needs of the community we serve
- Maintain the highest standard of integrity in the conduct of providing public service
- Treat all persons with respect, compassion and dignity

Core Values:

- 1) Integrity
- 2) Honesty
- 3) Accountability
- 4) Teamwork
- 5) Innovation
- 6) Service Excellence

Ministry of Sport

Sport, Recreation and
Major Events Division

777 Bay Street, 2nd Floor
Toronto ON M7A 1S5
www.mtc.gov.on.ca

Ministère du Sport

Division des sports, des loisirs et
des grands événements

777, rue Bay, 2^e étage
Toronto ON M7A 1S5
www.mtc.gov.on.ca



April 29, 2025

Kimberly Bester
Deputy Clerk
The Municipality of Powassan
250 Clark Street
Powassan, ON P0H 1Z0
kbester@powassan.net

Dear Ms. Bester:

Re: **Case Number: 2024-12-1-3030179709**
Summer Employment Opportunities Program 2025

I am pleased to inform you that your organization has been approved for a Summer Employment Opportunities Program grant to hire one (1) Swimming Instructor/Lifeguard for the summer of 2025. You will be receiving a grant in the amount of \$3,741.00 in one instalment.

By signing and submitting the Ministry's application form, you agreed to the general terms and conditions of this grant. As an employer, you are required to adhere to the *Employment Standards Act, 2000*, including paying no less than the minimum wage. For requirements around hiring your summer student(s) and reporting on the grant, please refer to the Summer Employment Opportunities Program Guidelines.

Jacqueline Belanger is the Regional Development Advisor assigned to your file. If you have any questions regarding your case, Jacqueline can be reached at (705) 507-9471 or by e-mail at Jacqueline.Belanger@ontario.ca.

Congratulations and best wishes for success.

With kind regards,

A handwritten signature in black ink, appearing to read "Tyler Currie", with a long horizontal stroke extending to the right.

Tyler Currie
Assistant Deputy Minister
Sport, Recreation and Major Events Division

April 4, 2025

Brayden Robinson
Director of Corporate Services
CORPORATION OF THE MUNICIPALITY OF POWASSAN
Post Office Box 250
Powassan, Ontario
P0H 1Z0

Title: Come Celebrate with Us

Dear Brayden Robinson:

On behalf of the Minister of Canadian Culture and Identity, Parks Canada and Quebec Lieutenant, it is my pleasure to inform you that your application for funding has been approved.

A Grant in the amount of \$ 8 000 will be awarded to help your organization carry out its activities, under the Celebration and Commemoration Program, Celebrate Canada Component. This funding will be allocated over government fiscal year 2025-2026 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

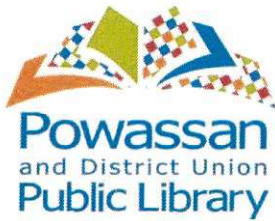
One of our program representatives may contact you in the near future to review the terms and conditions and answer any questions you may have related to this funding.

In closing, I would like to take this opportunity to wish you and the members of your organization the greatest success in your endeavours.

Sincerely,



Jillian Lum
Regional Director General
Ontario Region



January 2, 2025

Mayor Peter McIsaac
Municipality of Powassan
250 Clark Street
Powassan, ON P0H 1Z0

Re: Library Budget 2025

Dear Mayor Peter McIsaac and Council Members:

Here is our 2025 Budget, I hope you will find it acceptable and choose to support it.

This year we have determined the Library requires \$206,740.78 to operate for 12 months of the year. This is an increase of \$28,312.89 over last year's Library fees. As agreed in the latest Library Agreement adopted in 2021 and signed in 2023, the Library fees are to be distributed among the three Union Members according to their share of active library patrons. An active library patron is defined as a patron who uses and renews their card at least once a year. On Dec 31, 2024 the percentage of active users for the Municipality of Powassan was recorded at 68.5%. Your share for this year equals \$141,617.43.

In 2025 the Library Board is also requesting that Library Fees be paid monthly instead of the previous 3 times a year system. It will improve the financial management of the library.

As you will see on page 2 of the budget, the library applied and received many grants in 2024. These were crucial in providing the many services to the community. For more detailed information please scan the QR code on this page to view our 2024 Highlights document.

We look forward to serving the community and continuing to provide its residents with the outstanding library services they are accustomed to.

Yours truly,

A handwritten signature in black ink that reads "Kristine Martin".

Kristine Martin, Chair of the Board
Powassan & District Union Public Library



Attachments:

2025 Budget (3 pages)
Proposed Installments for 2025

Powassan & District Union Public Library - Budget 2025

Revenue	Actual 2024	Budget 2024	Budget 2025
Municipal	\$178,428.00	\$178,428.00	\$206,740.78
Powassan	\$114,193.85	\$114,193.85	\$141,617.43
Chisholm	\$ 28,548.46	\$ 28,548.46	\$ 23,568.45
Nipissing	\$ 35,685.58	\$ 35,685.58	\$ 41,554.90
Restoule	4,559.00	5,084.00	5,083.94
Provincial	14,500.00	14,500.00	14,500.00
Copier Fees	4,720.00	4,000.00	4,500.00
LifeLabs Contribution	9,396.00	9,612.00	10,477.00
Misc. Fees	4,890.00	6,400.00	7,150.00
Pay Equity Grant	7,601.00	7,601.00	0.00 *1
Donations	18,150.00	14,850.00	12,000.00
Total Revenue	\$242,244.00	\$240,475.00	\$260,451.72

	Estimates		
Expenditures	2024	Budget 2024	Budget 2025
Payroll	\$169,027.00	\$169,027.00	\$177,669.54 *2
Benefits	8,538.00	8,668.00	9,000.00
Pension	10,000.00	10,000.00	13,496.60
WSIB	611.00	611.00	671.13
E.H.T.	1,470.00	1,770.00	1,676.97
Training	226.00	600.00	680.00
Payroll Services	1,803.00	1,600.00	1,700.00
Circulation Materials	7,470.00	5,250.00	5,700.00
Interloans	399.00	375.00	375.00
Programming	2,283.00	1,000.00	1,000.00
Sewer & Water	555.00	450.00	555.00
Hydro & Heating	6,292.00	6,500.00	7,100.00
Security	490.00	700.00	700.00
Elevator	5,708.00	6,300.00	5,000.00
Insurance	6,257.00	6,000.00	6,240.00
Janitorial Services	800.00	5,700.00	5,700.00
Maintenance & Snow Removal	2,874.00	4,000.00	4,003.68
Maintenance Reserve	0.00	1,200.00	1,200.00
Internet and Telephone	981.00	740.00	740.00
Computers & Related Items	1,649.00	1,300.00	1,500.00
Contracted Computer Services	1,110.00	1,500.00	1,500.00
Associations Fees	3,105.00	3,105.00	3,148.00
Off. Supplies & Postage	1,000.00	1,450.00	1,150.00
Copier	3,769.00	3,200.00	3,700.00
Audit	2,671.00	2,800.00	4,000.00
Advertising and Promotion	750.00	750.00	750.00
Bank Service Charges	576.00	250.00	270.00
Miscellaneous	652.00	799.00	125.00
Total Expenditures	\$241,066.00	\$245,645.00	\$259,350.92

*1 Pay Equity Grant is reported on page two with other grants

*2 Includes Wages and Salaries plus EI and CPP benefits, Pay Equity Grant amount has been removed.

actual 2024 figure

Powassan & District Union Public Library Grants & Special Project Budget 2025

Revenue	Estimates 2024	Budget 2024	Budget 2025
Pay Equity Grant			7,601.00
Student Grants	4,634.00	\$4,634.00	\$4,928.00
Prov. Senior Community Grant	7,816.00	\$7,816.00	\$0.00
Trillium Resilience Grant *3	22,400.00	22,400.00	0.00
Trillium Capital Grant - 2024 *4	25,000.00	25,000.00	0.00
Internet Connectivity Grant	2,760.00	2,760.00	2,760.00
Total Revenue	\$62,610.00	\$62,610.00	\$15,289.00

*1

Expenditures	Estimates 2024	Budget 2024	Budget 2025
Pay Equity Grant			\$7,601.00
Students Grants	\$6,105.00	\$5,958.00	6,028.80
Trillium Resilience Grant - Spent	12,741.07	\$22,400.00	0.00
Trillium Res. Grant - Pending	9,658.93		0.00
Trillium Capital Grant - Spent	14,236.91	\$25,000.00	0.00
Trillium Capital Grant - Pending	10,763.09		0.00
Prov. Senior Com. Grant - Spent	1,126.12	\$7,816.00	0.00
Senior Com. Grant - Pending	6,689.88		0.00
Quiet Room	6,836.00	\$6,836.00	0.00
Legion Senior Expenses	2,000.00	\$2,000.00	0.00
Internet Connectivity Grant	2,760.00	2,760.00	2,760.00
Total Expenditure	\$72,917.00	\$72,770.00	\$16,389.80

*2

*1 No value is recorded due to the uncertainty of application success

*2 No value recorded due to uncertainty of remaining costs carried over from previous year.

*3 The Trillium Resilience Grant application was done in partnership with the Mun. of Powassan

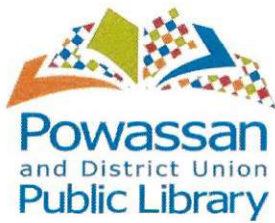
*4 The Trillium Capital Grant application was done in partnership with the Township of Chisholm

**Powassan & District Union Public Library
Budget 2025**

Revenue	Estimates 2024	Budget 2024	Budget 2025
Operating Budget	\$ 242,244.00	\$ 240,475.00	\$ 260,451.72
Grants & Spec. Projects	\$ 62,610.00	<u>\$ 62,610.00</u>	<u>\$ 15,289.00</u>
Total Revenue	<u>\$ 304,854.00</u>	<u>\$ 303,085.00</u>	<u>\$ 275,740.72</u>

Expenditures	Estimates 2024	Budget 2024	Budget 2025
Operating Budget	\$ 241,066.00	\$ 245,645.00	\$ 259,350.92
Grants & Spec. Projects	\$ 72,917.00	<u>\$ 72,770.00</u>	<u>\$ 16,389.80</u>
Total Expenditures	<u>\$ 313,983.00</u>	<u>\$ 318,415.00</u>	<u>\$ 275,740.72</u>

Revenue	<u><u>-\$ 9,129.00</u></u>	<u><u>-\$ 15,330.00</u></u>	<u><u>\$ -</u></u>
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2025 Proposed Installments for Library Services

Municipality of Powassan	\$141,617.43
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12 monthly payments of \$11,801.45

Township of Chisholm	\$ 23,568.45
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12 monthly payments of \$1,964.04

Township of Nipissing	<u>\$ 41,554.90</u>
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12 monthly payments of \$3,462.91

Total 2025 Library Fees	\$206,740.78
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NOTICE OF STATUTORY PUBLIC MEETING FOR A NEW OFFICIAL PLAN

TAKE NOTICE that the Council for The Corporation of the Municipality of Powassan will be holding a Statutory Public Meeting under Section 17 and 26 of the Planning Act, R.S.O. 1990, c.p. 13, as amended.

Date of this Notice: April 14, 2025

DATE AND LOCATION OF PUBLIC MEETING

File No.:
Date: Wednesday May 14, 2025
Time: 6:30 pm
Location: Powassan Fire Hall – 252 Clark Street

DETAILS OF THE MEETING

The purpose of the new Official Plan is to update and replace the existing (2003) Municipality of Powassan Official Plan. The proposed new Official Plan contains new policies to ensure conformity to current Provincial plans, policy and legislation. This project commenced in 2021. The new Official Plan applies to all lands within the Municipality of Powassan.

An Official Plan is intended to form the foundation for decisions that are to be made by Council, members of the public and government agencies, with respect to future land use and economic development in the Municipality of Powassan. It is one of the most important policy documents that Council adopts, and it contains a broad range of goals and policies that guide and provide direction to landowners, business owners, and the community pertaining to how growth is managed and resources are protected.

ADDITIONAL INFORMATION related to this notice and the proposed new OP can be viewed at the municipal offices between 8:30 a.m. and 4:30 p.m. (Mon-Tues and Thurs-Fri), at 250 Clark St., Powassan or by contacting Kim Bester, Deputy Clerk, at (705) 724-2813, or by email at: kbester@powassan.net.

If you wish to be notified of the decision of the Council for the Corporation of the Municipality of Powassan in respect to the proposed New Official Plan, you must submit a written request (with forwarding addresses) to the Clerk of the Municipality of Powassan at P.O. Box 250, 250 Clark Street, Powassan, Ontario, P0H 1Z0.

FOR MORE INFORMATION about this matter, including information about appeals rights contact:

Kimberly Bester, Deputy-Clerk
Municipality of Powassan
kbester@powassan.net

From: "Minister, MECP (MECP)" Minister.MECP@ontario.ca>

Date: May 1, 2025 at 3:08:34 PM EDT

To: "Minister, MECP (MECP)" <Minister.MECP@ontario.ca>

Subject: Helpful Resources for the Provincial Day of Action on Litter (May 13, 2025) | Ressources utiles pour la Journée provinciale d'action contre les détritrus (13 mai 2025)

Good afternoon,

The Ministry of the Environment, Conservation and Parks is excited to invite you to take part in **Ontario's sixth annual Provincial Day of Action on Litter** taking place on **Tuesday, May 13, 2025!**

This is a day for everyone across the province – citizens, municipalities and businesses – to work together under the common cause of creating a greener, cleaner and more sustainable environment for ourselves and for future generations.

Organizations like yours have played a pivotal role in organizing and promoting past events, and we are counting on your continued support to make the 2025 Day of Action on Litter another big success with the following activities:

1. **Promote** public participation in a local cleanup to celebrate the Day of Action on Litter and educate others on the impact of litter and waste. Please consult our [Day of Action on Litter Toolkit](#) for helpful tips and resources, including access to promotional photos and videos that you can share on your social media channels in the weeks leading up to the event.
2. **Host** a litter cleanup on or around the Day of Action on Litter - Tuesday, May 13, 2025, and invite the public, volunteers, employees or members to participate.

Here are some ideas to help boost cleanup participation:

1. Create a fun, friendly cleanup competition: Turn the cleanup into an exciting contest! Split participants into teams and offer fun awards like Most Creative Litter Find or Most Enthusiastic Team. To keep the momentum going, consider organizing a friendly cleanup competition among municipalities, businesses or organizations in your region.
2. Collaborate with local partners: Join forces with nearby neighborhoods, local businesses and organizations to maximize impact. Share resources like supplies, promotion or coordination to get more people involved. This could also be a great way to increase your brand visibility and show your commitment to community engagement.
3. **Share and promote** use of the [Litter Cleanup Guides](#) to others who may be interested in coordinating their own cleanup events. The guides include information on how to organize a safe, successful litter cleanup and additional resources for school and educators across Ontario to engage students and youth in litter reduction and

prevention efforts.

4. On the Day of Action on Litter, **post** before and after pictures of your cleanup site on your social media accounts to document your team's progress, using the hashtag #actONlitter.

Please keep an eye out for shareable social posts on our social media accounts (@ONenvironment on [Facebook](#), [X](#), [LinkedIn](#) and [Instagram](#)) and follow the #actONlitter hashtag. In past years, our Day of Action on Litter posts reached up to 5 million people — help us continue to build awareness and encourage action!

On May 13, help us spread the message that by working together, we **can** make a difference: we can keep our greenspaces and waterways clean – contributing to a safer and healthier province today and for future generations.

If you have any questions, please reach out to actONlitter@ontario.ca or visit www.ontario.ca/actONlitter for more great tips and information.

Thank you for your support and for contributing to a cleaner environment.

Todd McCarthy
Minister of the Environment, Conservation and Parks

Bonjour,

Le ministère de l'Environnement, de la Protection de la nature et des Parcs a le plaisir de vous inviter à prendre part à la **sixième Journée provinciale d'action contre les débris annuelle**, qui aura lieu le **mardi 13 mai 2025!**

Cette journée est l'occasion pour tous les habitants de la province, citoyens, municipalités et entreprises, de travailler ensemble autour d'une cause commune, soit celle de créer un environnement plus vert, plus propre et plus durable pour nous maintenant et pour les générations futures.

Des organisations comme la vôtre ont joué un rôle essentiel dans l'organisation et la promotion des activités passées, et nous comptons sur votre soutien continu pour faire de la Journée provinciale d'action contre les débris 2025 un autre succès retentissant dans le cadre des activités suivantes :

1. **Promouvoir** la participation du public à un nettoyage local pour

célébrer la Journée d'action contre les détrit­us et sensibiliser les gens à l'impact de la pollution et des déchets. Veuillez consulter [notre boîte à outils promotionnelle pour la Journée provinciale d'action contre les détrit­us](#). Vous y trouverez des conseils et des ressources utiles, notamment l'accès à des photos et à des vidéos promotionnelles que vous pouvez partager sur vos médias sociaux dans les semaines précédant l'activité.

2. **Organiser** un nettoyage des déchets pendant ou autour de la Journée d'action contre les détrit­us, qui a lieu le mardi 13 mai 2025, et inviter le public, les bénévoles, les employés ou les membres à y participer.

Voici quelques idées pour stimuler la participation au nettoyage :

3. Organisez une compétition de nettoyage drôle et conviviale : Transformez le nettoyage en concours des plus excitants! Divisez les participants en équipes et offrez des prix rigolos comme le Prix de la trouvaille la plus originale ou le Prix de l'équipe la plus enthousiaste. Pour stimuler l'élan des troupes, songez à organiser une compétition amicale entre les municipalités, les entreprises ou les organisations de votre région.
4. Collaborez avec des partenaires locaux : Unissez vos efforts à ceux de quartiers, d'entreprises et d'organisations locales avoisinantes pour en optimiser l'impact. Partagez des ressources comme des fournitures, des articles promotionnels et des ressources de coordination afin de mobiliser le plus grand nombre de personnes possible. C'est aussi un excellent moyen d'accroître la visibilité de votre marque et de montrer votre engagement envers la communauté.
3. **Partager** les [Guides pour le ramassage des détrit­us](#) et en promouvoir l'utilisation auprès d'intervenants qui pourraient souhaiter coordonner leurs propres événements de nettoyage. Ces guides contiennent des renseignements sur la marche à suivre pour organiser un nettoyage des détrit­us sécuritaire et profitable; il fournit également des ressources supplémentaires pour aider les écoles et les éducateurs de l'Ontario à mobiliser les élèves et les jeunes sur la réduction des détrit­us et les efforts de prévention.
4. Pendant la Journée d'action contre les détrit­us, documentez les progrès de votre équipe en **publiant** sur vos comptes de médias sociaux des photos « avant et après » du nettoyage de votre site, en utilisant le mot-clic #luttercontrelesdéchets.

Surveillez nos comptes de médias sociaux (@Onenvironnement sur [Facebook](#), [X](#), [LinkedIn](#) et [Instagram](#)) et suivez le mot-clic #luttercontrelesdechets. Au cours des années précédentes, les publications de la Journée d'action sur les détritrus ont atteint jusqu'à 5 millions de personnes. Aidez-nous à continuer à sensibiliser et à encourager l'action!

Le 13 mai, aidez-nous à faire passer le message qu'en travaillant ensemble, nous **pouvons** changer le cours des choses : nous pouvons garder nos espaces verts et nos cours d'eau propres et contribuer ainsi à créer une province plus sûre et plus saine, aujourd'hui et pour les générations futures.

Si vous avez des questions, n'hésitez pas à envoyer un courriel à l'adresse actONlitter@ontario.ca ou à visiter <https://www.ontario.ca/fr/page/contribuez-reduire-detritrus> pour obtenir d'autres conseils et informations.

Merci de votre soutien et de votre contribution à un environnement plus propre.

Todd McCarthy
Ministre de l'Environnement, de la Protection de la nature et des Parcs de l'Ontario

Right now the unacceptable is still happening



Dear Mayor McIssac,

Canada continues to face a devastating crisis of Intimate Partner Violence (IPV). Over 4 in 10 women in this country have experienced IPV in their lifetime — and Indigenous women are twice as likely to be affected. This national epidemic calls for courageous leadership and collective action.

The **Moose Hide Campaign** is an Indigenous-led grassroots movement of men and all Canadians standing up against violence towards women and children. By wearing the free gift of Indigenous medicine — **the moose hide pin** — individuals make a personal and public commitment to honouring and respecting the women and children in their lives.

Last year, mayors from coast-to-coast-to-coast, including Ottawa's Mark Sutcliffe, Toronto's Olivia Chow, Edmonton's Amarjeet Sohi, Halifax's Mike Savage, and Saskatoon's Charlie Clark participated by issuing proclamations, ordering pins, and sharing messages of support.

We invite you to join us this year for Moose Hide Campaign Day on Thursday, May 15, 2025.

How You Can Provide Leadership:

1. Proclaim May 15 as Moose Hide Campaign Day

Use the prepared [Proclamation Template](#) to declare May 15 a day of awareness and action in your municipality.

2. Invite staff to register for Moose Hide Campaign Day

Encourage participation in our national day of ceremony and learning, featuring Indigenous-led workshops and teachings from Knowledge Keepers across the country. Registration is free at moosehidecampaign.ca/campaignday

3. Order Moose Hide Pins

Request a supply of moose hide pins for yourself and your council or staff [here](#), and wear them in your community and in meetings throughout May (and beyond!).

4. Share Your Commitment

Whether on social media, in council meetings, or in your own way — share why this movement matters to you. Your leadership helps normalize conversations about violence prevention and reconciliation.

Now more than ever, Canadians need our leaders to stand together and declare that violence has no place in our communities. Your participation in Moose Hide Campaign

Day is a powerful step toward collective healing, education, and meaningful change.

Please reply to this message to confirm your participation, request pins, or receive the proclamation file and digital assets.

Thank you for your continued support and leadership.

Mussi Cho,



Raven Lacerte
Co-Founder & Executive Director

[unsubscribe](#) from Moose Hide Campaign correspondence



52 Seguin Street, Parry Sound, Ontario P2A 1B4
Tel: (705) 746-2101 • Fax: (705) 746-7461 • www.parrysound.ca

Office of the Mayor

April 22, 2025

Honourable Rob Flack
Minister of Municipal Affairs & Housing
College Park, 17th floor,
777 Bay St.
Toronto ON M7A 2J3

Via email: minister.mah@ontario.ca

Dear Minister Flack,

On behalf of Council of the Town of Parry Sound, please accept my congratulations on your recent appointment as Minister of Municipal Affairs & Housing. It's an important Ministry and we look forward to working with you and Ministry staff.

The Ministry of Municipal Affairs & Housing provided notice on April 9th that the Ministry was seeking comments regarding its intent to extend strong mayor powers to an additional 169 municipalities, including the Town of Parry Sound. The comment period was open until April 16th. These additional powers are not powers that I as Mayor believe are necessary and do not wish to exercise them. At our April 15th meeting, Council unanimously voted to reject strong mayor powers, request the province to repeal the legislation, or alternatively permit municipalities to opt out.

We were disappointed that there was no previous communication before the April 9th letter, with a comment period of only one week. Contrary to provincial claims that strong mayor powers will get homes and infrastructure built faster, reduce red tape and accelerate the delivery of key priorities, research by the Association of Municipal Clerks & Treasurers of Ontario (AMCTO) has found no evidence to suggest this legislation has any impact on the number of housing starts in municipalities that have been granted the powers; and moreover the strong mayor powers have blurred the political-administrative authority between the roles of head of council and Chief Administrative Officers (CAOs) and senior staff, threatening the neutrality of the public service and politicizing local government leadership. We have seen very questionable use by mayors with strong mayor powers.

Our public expects a democratic process. Given the overwhelming use of executive orders by the current US President and multiple respected analysts' concerns about the US slipping into authoritarianism, our country and its democratic institutions should be safeguarding these democratic principles that provide accountability to the public and not undermining them.

We encourage the provincial government to repeal this legislation.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jamie McGarvey', with a long horizontal line extending to the right.


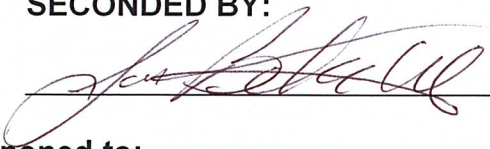
Jamie McGarvey
Mayor, Town of Parry Sound

c.c. Premier Doug Ford
MPP Graydon Smith
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities
Members of Town of Parry Sound Council
CAO Clayton Harris
Clerk Rebecca Johnson



THE CORPORATION OF THE TOWN OF PARRY SOUND
RESOLUTION IN COUNCIL

NO. 2025 – 047

DIVISION LIST	YES	NO	DATE: April 15, 2025
Councillor G. ASHFORD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	MOVED BY: 
Councillor J. BELESKEY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Councillor P. BORNEMAN	<input checked="" type="checkbox"/>	<input type="checkbox"/>	SECONDED BY: 
Councillor B. KEITH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Councillor D. McCANN	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Councillor C. McDONALD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Mayor J. McGARVEY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CARRIED: <input checked="" type="checkbox"/> DEFEATED: <input type="checkbox"/> Postponed to: _____			

Whereas the Province has announced the expansion of strong mayor powers to another 169 municipalities as of May 1, 2025 in addition to the 47 municipalities which currently have received strong mayor powers; and

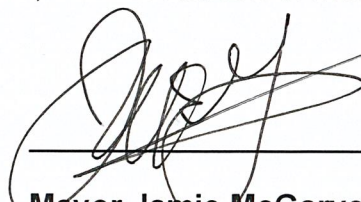
Whereas the Province claims that strong mayor powers will get homes and infrastructure built faster, reduce red tape, and accelerate the delivery of key priorities; and

Whereas research from the Association of Municipal Clerks & Treasurers of Ontario (AMCTO) has identified that: a) there is no evidence to suggest this legislation has any impact on the number of housing starts in municipalities that have been granted the powers; and b) strong mayor powers have blurred the political-administrative authority between the roles of head of council and chief administrative officers (CAOs), threatening the neutrality of the public service and politicizing local government leadership; and

Whereas strong mayor powers is an erosion to the democratic process of an historically non-partisan municipal governance structure;

Now Therefore the Council of the Corporation of the Town of Parry Sound hereby resolves to reject the strong mayor powers granted to it, and requests that the Province repeal the legislation, or offer the option to municipalities to opt out of strong mayor powers; and

That this Resolution be forwarded to the Minister of Municipal Affairs & Housing Rob Flack, Premier Doug Ford, MPP Graydon Smith, the Association of Municipalities of Ontario (AMO), and all Ontario municipalities.



Mayor Jamie McGarvey

May 2025

May 2025							June 2025						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
4	5	6	7	8	2	3	1	2	3	4	5	6	7
11	12	13	14	15	9	10	8	9	10	11	12	13	14
18	19	20	21	22	23	24	15	16	17	18	19	20	21
25	26	27	28	29	30	31	22	23	24	25	26	27	28

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 27	28	29	30	May 1	2	3
4	5 Police Services Board	6 Council	7	8 DSSAB	9	10
11	12	13 Provincial Day of Action on Litter	14 NBMCA	15 Moose Hide Campaign Day	16	17
18	19 Victoria Day - Office Closed	20 Council	21 Eastholme Golden Sunshine Housing Copr.	22	23	24
25	26 Library Board	27	28 Recreation Committee	29	30	31